

# EAST HORSLEY PARISH COUNCIL

Clerk and Responsible Financial Officer: Mr Nicholas Clemens  
East Horsley Parish Council Office, Kingston Avenue, EAST HORSLEY, Leatherhead KT24 6QT  
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draft as at 16<sup>th</sup> July 2019

## **Minutes of the Meeting of the Parish Council held in the Lovelace Room, East Horsley Village Hall, Kingston Avenue, East Horsley, on Monday 15th July 2019 at 7.30pm.**

**ATTENDANCE:** Stephen Skinner (Chairman) Councillors; Robert Taylor, Steve Punshon, Aileen Aitcheson, Andrew Franklin, Colin Carmichael. Clerk, Nick Clemens, SCC Councillor Julie Iles, GBC Councillor, Christopher Barrass and 5 members of the public.

### **14 To Receive and Accept Apologies for Absence. in accordance with the LGA 1972, Sch12, Para 40**

- 1 John Carr, Stephen Groom, Antony Etwell.

### **15 Declaration of Disclosable Pecuniary Interests by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464).**

2. None

### **16 To Agree and Sign the Minutes of the Previous Meetings held on 10th June 2019.**

3. The minutes of the previous meetings were agreed as an accurate record. They were signed by the Chairman.

### **17 Chairman's Comments**

4. The Chairman thanked those involved in the recent Vision 33 Conversation at Station Parade. The consultation was very valuable, gathering ideas from local residents on the future of Station Parade.
5. The Chairman was pleased to report that the Kingston Meadow toilet had now reopened.
6. The Chairman encouraged residents to sign the petition that is currently on the GBC website regarding parking restrictions at Kingston Meadow. The 'no return' clause has resulted in concern for Village Hall and Kingston Meadow users.

### **18 Public Participation**

7. SCC Councillor Julie Iles reported that she would be asking The Drift Golf Club contractors to ensure they follow the terms of the agreement with SCC.
8. Julie Iles commented on three sites at the east of the village that were suspected of breaches of environmental health regulations. She will continue to liaise with enforcement officers in an attempt to stop this activity.
9. A resident commented that the Vision 33 Conversation was a great initiative but felt the promotion of the event could have had a higher profile. This view was supported by another resident.
10. A resident raised concerns that HGV's are not following the prescribed route to and from The Drift Golf Club site. An additional concern was their speed when entering the village from Horsley Road. This has been observed by other residents.
11. A resident reported that there is a persistent water leak at the base of the Horsley Station steps.
12. A resident was delighted that the Kingston Meadow toilet had reopened and thanked the Council for its installation. It enabled them to walk further knowing that the facility was available.
13. A resident reported that traffic that diverts from the M25 at times of extreme congestion or closure causes a great inflow into East Horsley. This causes delays at junctions and a higher risk of accidents at Lynx Hill and Oakwood, the narrowest parts of Ockham Road South. Improving signage would help.

### **19 Planning & Environment Committee**

14. The Council accepted the report on Planning & Environment Committee Meetings held since the previous council meeting (Appendix 4).

### **20 Financial Matters**

15. The list of cheques issued since the previous meeting were approved, these totalled £4746.69 (Appendix 5)

- 21 To Agree a Donation to Guildford Young Carers**  
 16. The Council agreed a donation of £50 to a very good cause. *Localism Act 2011*
- 22 To Agree Expenditure on a Bench**  
 17. The Council were disappointed that insurance company had not covered the full cost of the damaged bench at Bishopsmead Parade. The Council agreed to expenditure up to £375.52.  
*Parish Councils Act 1957*
- 23 To Agree to Expenditure on Village Warden Training**  
 18. The Council agreed to fund training for Chain Saw usage and Safe Pesticide use, £690  
*Highways Act 1980*
- 24 To Agree to Expenditure on a Portable Generator**  
 19. The Council agreed to spend £247 on a generator. This will be used for remote use of power tools and AV equipment. *LGA 1972 s111*
- 25 Office 365 Expenditure**  
 20. The Council agreed to pay Smile It £63 per month + VAT by Standing Order for Office 365 software and support. *LGA 1972 s142*
- 26 Autumn Litter Pick Saturday 21<sup>st</sup> September 10am-Midday**  
 21. The last event was extremely successful to ensure this event succeeds Councillors are requested to be available to assist at one of the three meeting points. The event will be advertised in the Autumn Newsletter, Website and Notice Boards.
- 27 Task Group Progress Reports**
22. Vision Task Group. (*Antony Etwell.*) The next meeting is 24th July at 19.30
23. Road Safety and Maintenance. (*Andrew Franklin*) The regular meeting with CC Highways was held on 11<sup>th</sup> July. The VAS for ORN are ready and awaiting SCC to finalise location paperwork. Concerns were raised for pedestrians attending the paintball sites, it was agreed that SCC would cut back vegetation and erect 'Pedestrians in Road' warning signs. A request has been made to reduce the speed limit on Horsley Road.
24. Communications Task Group. (*Stephen Groom*) No Report.
25. Community Activities & Allotments Task Group. (*Stephen Skinner*) A meeting will be held with the organiser for West Horsley Fete to discuss greater collaboration.
30. Village Appearance Task Group. (*Aileen Aitcheson*) The planters are now complete and looking splendid. Communication with Surya Hotels has been more positive in the past and repairs to the flint wall are being pursued.
31. Business Liaison Task Group (*Colin Carmichael*). A meeting is planned for 25<sup>th</sup> July. It is proposed to expand the group to include local business people. A meeting was held with the Rural Strategy Officer of GBC to provide background on the rural strategy for the borough.
32. Woodland, Meadow and Footpath Task Group. (*John Carr.*) A meeting will be arranged with residents affected by the proposed boundary change to discuss support for Effingham Common.
33. Railway Task Group. (*Stephen Groom*) The waiting room at Horsley Station London bound has been re-opened. This a quick result for the recent initiative.
- 28 Report on External Meetings**
33. Councillor Aileen Aitcheson met with fellow members of Neighbourhood Connectors to arrange a new rota.
34. The Chairman met with representatives of Clandon Wood Burial Ground to discuss their work. A visit to the site will be arranged.
- 29 Village Warden Remuneration**  
 35. This item was held in camera. It was agreed that a Remuneration Task Group would be set up to consider all aspects of pay for staff and contactors. They would report to the Finance and Risk Committee.
- 30 Parish Office**  
 36. This item was held in Camera. Discussions are continuing to establish a new office premises.
- 31 To Approve the Date of the Next Meeting of the Council**  
 34. The next meeting is scheduled for Monday September 9th at 7.30pm in the Lovelace Room, East Horsley Village Hall.

**Chairman**

**16<sup>th</sup> July 2019**

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## Appendix 4: **PLANNING & ENVIRONMENT COMMITTEE Report** **New planning applications considered by the Committee** **between 21<sup>st</sup> May 2019 & 1<sup>st</sup> July 2019** and dealt with under delegated authority:

Application	Committee Response
La Ruana, Lynx Hill, East Horsley, Leatherhead, KT24 5AX Ref. No: 19/P/00825	Objection
Ashley Oak, High Park Avenue, East Horsley, Leatherhead, KT24 5DE Ref. No: 19/P/00878	No Objection
Potters Heron, Chalk Lane, East Horsley, Leatherhead, KT24 6TJ Ref. No: 19/P/00889	No Objection
Common View, Forest Lane, Effingham Junction, East Horsley, Leatherhead, KT24 5HN Ref. No: 19/P/00480	No Objection
The Lodge, Guildford Lodge Drive, East Horsley, Leatherhead, KT24 6RJ Ref. No: 19/P/00883	Objection
Shenstone, 17 Parkside Close, East Horsley, Leatherhead, KT24 5BY Ref. No: 19/P/00938	No Objection
Buren, Surrey Gardens, Effingham Junction, Leatherhead, KT24 5HF Ref. No: 19/P/00954	Objection
Pathway, Fearn Close, East Horsley, Leatherhead, KT24 6AD Ref. No: 19/P/00982	No Objection
Stirling House, The Warren, East Horsley, Leatherhead, KT24 5RH Ref. No: 19/P/00970	No Objection
Broomleaf, The Rise, East Horsley, Leatherhead, KT24 5BJ Ref. No: 19/P/01032	No Objection
Faineham, The Warren, East Horsley, Leatherhead, KT24 5RH Ref. No: 19/P/01013	No Objection
Horsley Sports Club, Pennymead Drive, East Horsley, KT24 5AH Ref. No: 19/T/00140	No Objection
Bugles, 1 Lovelace Cottages, St Martins Close, East Horsley, Leatherhead, KT24 6SU Ref. No: 19/T/00148	No Objection
Forest Garage, Forest Road, Effingham Junction, Leatherhead, KT24 5HE Ref. No: 19/P/01001	Objection
Green Dene Cottage, Honeysuckle Bottom, East Horsley, Leatherhead, KT24 5TD Ref. No: 19/P/01081	No Objection

Lalapanzi, Surrey Gardens, Effingham Junction, Leatherhead, KT24 5HF Ref. No: 19/P/01075	No Objection
West Horsley Place, Epsom Road, West Horsley, Leatherhead, KT24 6AN Ref. No: 19/P/01017	No Objection

### **DECISIONS reported by Guildford Borough Council between 21<sup>st</sup> May 2019 & 1<sup>st</sup> July 2019**

*Only applications approved by Guildford Borough Council to which the Parish Council had objected, and applications refused by GBC or withdrawn, are reported here*

<b>Reference</b>	<b>Location</b>	<b>P&amp;EC Response</b>	<b>GBC Decision</b>
18/P/00614	Willow, Forest Close, East Horsley, Leatherhead, KT24 5BU	Objection	Approved
19/T/00106	Saulire, Guildford Lodge Drive, East Horsley, Leatherhead, KT24 6RJ	Objection	Approved
19/T/00094	Bugles, 1 Lovelace Cottages, St Martins Close, East Horsley, Leatherhead, KT24 6SU EHPG Objection GBC Approved	Objection	Approved
19/P/00699	9 Thornleas Place, East Horsley, Leatherhead, KT24 6DJ	Objection	Approved

### **APPEALS Submitted or Decided between 21<sup>st</sup> May 2019 & 1<sup>st</sup> July 2019**

<b>Reference</b>	<b>Location</b>	<b>Proposal</b>	<b>Appeal Submitted</b>	<b>Appeal Decided</b>	<b>Outcome</b>
None					

## Appendix 5: PAYMENTS APPROVED

### Payments Authorised by Councillors between 8<sup>th</sup> April 2019 & 1<sup>st</sup> July 2019

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
Internet	05.06.19	C Broadhurst Jones	St Martins Church	LGA 1972 s215	630.00	SJS	JC
Internet	05.06.19	Jason Lee	Village Warden	Highways Act 1980	1443.52	SJS	JC
Internet	05.06.19	Jason Lee	Toilet Cleaning	LGA 1972 s111	400.00	SJS	JC
Internet	05.06.19	N Clemens	Stationery	LGA 1972 s111	20.99	SJS	JC
Internet	05.06.19	B Aldred	Comms Co	LGA 1972 s142	975.00	SJS	JC
Internet	13.06.18	Village Hall	Room Hire	LGA 1972 s111	16.40	SJS	JC
Internet	13.06.18	Village Hall	Room Hire	LGA 1972 s111	16.00	JC	SJS
Internet	13.06.18	Fair FX	Debit Card	LGA 1972 s111	250.00	JC	SJS
Internet	19.06.19	S Harvey	AV Eqt.	LGA 1972 s111	240.00	JC	SJS
Internet	19.06.19	Cluskeys	Toilet Materials	LGA 1972 s111	40.50	JC	SJS
Internet	19.06.19	S Groom	Expenses	LGA 1972 s111	6.90	JC	SJS
Internet	19.06.19	Village Hall	Room Hire	LGA 1972 s111	28.30	JC	SJS
Internet	19.06.19	GBC	Election Expenses	LGA 1972 s111	100.00	JC	SJS
Internet	27.06.19	Simply Print	Newsletter	LGA 1972 s142	402.00	JC	SJS
Internet	27.06.19	Signpost	Signage	Highways Act 1980	142.68	JC	SJS
Internet	27.06.19	Village Hall	Room Hire	LGA 1972 s111	16.40	JC	SJS
Internet	30.06.19	Unity Trust	Bank Charges	LGA 1972 s111	18.00		
				Total	4746.69		

### Standing Orders and Direct Debits Currently In Force

Frequency	Payee	Powers	Amount £	VAT reclaimable
Monthly	Surrey County Council - employer and employee pension contributions	LGA 1972 s.111	£510.93	No
Monthly	Scottish & Southern Electricity (SSE) - streetlighting	Highways Act 1980	Variable £35.00	Yes
Monthly	Mr & Mrs Little (Storage)	LGA 1972 s111	£90.00	No
Monthly	PlusNet broadband, phone line rental and calls	LGA 1972 s.111	Variable ~£35	Yes
Monthly	Clerk Salary	LGA 1972 s.111	£1,617.17	No
Monthly	Guildford Borough Council - parking enforcement	Road Traffic Act 1984	£131.42	Yes
Annual	Information Commissioner – registration under the Data Protection Act	LGA 1972 s.111	£35.00	No