

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 12th September 2019

Minutes of the Meeting of the Parish Council held in the Lovelace Room, East Horsley Village Hall, Kingston Avenue, East Horsley, on Monday 9th September 2019 at 7.30pm.

ATTENDANCE: Stephen Skinner (Chairman) Councillors; Robert Taylor, Andrew Franklin, Stephen Groom, John Carr, Colin Carmichael. Clerk, Nick Clemens, SCC Councillor Julie Iles and 12 members of the public.

32 To Receive and Accept Apologies for Absence. in accordance with LGA 1972, Sch12, Para 40

1 Steve Punshon, Aileen Aitcheson, Antony Etwell.

33 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

34 To Agree and Sign the Minutes of the Previous Meetings held on 15th July 2019.

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

35 Chairman's Comments

4. The Chairman informed the meeting that a new bench had been installed at Bishopsmead Parade.

5. The Chairman was concerned about anti-social behaviour at Kingston Meadow. He proposed to arrange a meeting with GBC, Surrey Police and residents to discuss how the situation can be resolved. The resolution of this meeting will be discussed at the Council meeting on 21st October.

36 Public Participation

7. A number of residents expressed disquiet at the issue of anti-social behaviour at Kingston Meadow. They supported the action to be taken by the Council.

8. A resident reported that a den had been built in The Forest.

9. Water that has been identified as a spring is running down Ockham Road South. A nearby drain is blocked and not collecting the water. SCC will be informed

10. SCC Councillor Julie Iles reported that the highways programme Horizon2 will be published shortly.

11. Julie Iles informed the meeting that she has committed part of her Highways Allowance to repair the surface of Effingham Junction railway bridge.

12. A resident asked how the Vision 33 project was progressing. A report will be provided at the PC meeting on 21st October.

37 Planning & Environment Committee

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

38 Financial Matters

14. The list of cheques issued since the previous meeting were approved, these totalled £5039.79 (Appendix 5)

15. The Council agreed the Q1 Outturn of £25510 was in line with expectations

39 To Agree the Establishment of a Personnel Committee

16. The Council agreed the terms of reference establishing a Personnel Committee

17. The committee members will be; Stephen Skinner, Robert Taylor, Stephen Groom, Steve Punshon and Colin Carmichael.

- 40 To Agree Renewal of the Parish Insurance Policy**
 18. The Council agreed to insure with Inspire. The agreement is year 2 of a 3 year fixed premium term with a premium of £1180.22. *LGA 1972 S111*
- 41 To Agree to Expenditure on Living and Ageing Well in the Horsleys**
 19. The Council agreed to a contribution of a maximum of £300 towards the printing of the booklet.
LGA 1972 S142
- 42 To Agree the Dates for Christmas Events**
 20. The Mayor will visit on 5th December to judge the shop windows.
 21. The Volunteer event will be held at The Drift Golf Club on 12th December.
 22. The VOTY nominations closing date will be 17th October.
- 43 Community Governance Update**
 23. Robert Taylor reported on progress with the application to change the parish boundary and increase the number of councillors from 9 to 12. The public consultation by GBC will close on 18th October with a decision at the GBC Council meeting on 3rd December.
- 44 To Agree Council Policy on Chairman and Councillor Allowances**
 24. This item was deferred
- 45 To Agree a Pension Discretion Policy**
 25. The Council agreed the draft presented by the Personnel Committee.
- 46 Autumn Litter Pick Saturday 21st September 10am-Midday**
 26. Councillors will be at the three collection sites, Station Parade, Bishopsmead Parade and Effingham Junction Store.
 27. The Chairmen requested more bag support hoops to be purchased.
- 47 Task Group Progress Reports**
 28. Vision Task Group. (*Antony Etwell.*) No Report
 29. Road Safety and Maintenance. (*Andrew Franklin*) Julie Iles was thanked for the resurfacing at Kingston Ave and Ockham Road Sth Jct., Jetting of gullies have been carried out in Forest Road south of the railway bridge. Rex Butcher was thanked for sign repairs.
 30. Communications Task Group. (*Stephen Groom*) The latest newsletter has been published and contains details of the group's progress.
 31. Community Activities & Allotments Task Group. (*Stephen Skinner*) The Chairman and Clerk visited Grace and Flavour and viewed the allotments, East Horsley residents currently occupy 15 of the 27 plots. A meeting will be held with the organiser for West Horsley Fete to discuss greater collaboration.
 32. Village Appearance Task Group. (*Aileen Aitcheson*) A meeting was held on 5th September notes will follow.
 33. Business Liaison Task Group (*Colin Carmichael*). The group met in July, it agreed to extend the membership, the next meeting is on 24th September. A data base of local businesses has been compiled. Work to replace the Lloyds ATM has started. Gascoign Pees lease expires in 2020.
 34. Woodland, Meadow and Footpath Task Group. (*John Carr.*) A meeting will be held on 15th October to discuss the PC support of Effingham Common.
 35. Railway Task Group (*Stephen Groom*) A report is in the new Newsletter.
- 48 Report on External Meetings**
 36. Councillor Aileen Aitcheson attended the Neighbourhood Connections meeting
- 49 Personnel Committee Review**
 38. This item was held in camera.
- 50 Parish Office**
 39. This item was deferred.
- 51 To Approve the Date of the Next Meeting of the Council**
 40. The next meeting is scheduled for Monday October 21st at 7.30pm in the Lovelace Room, East Horsley Village Hall.

11th September 2019

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Appendix 4: PLANNING & ENVIRONMENT COMMITTEE Report

New planning applications considered by the Committee

between 1st July 2019 & 1st September 2019

and dealt with under delegated authority:

Application	Committee Response
Maplewood, Forest Road, East Horsley, Leatherhead, KT24 5BT Ref. No: 19/P/01152	No Objection
Common View, Forest Lane, Effingham Junction, East Horsley, Leatherhead, KT24 5HN Ref. No: 19/P/01233	No Objection
Beech Grove, The Warren, East Horsley, Leatherhead, KT24 5RH Ref. No: 19/P/01277	No Objection
The Stockyard, Station Approach, East Horsley, Leatherhead, KT24 6QX Ref. No: 19/P/01245	No Objection
Beechlands, The Pheasantry, Guildford Road, East Horsley, Leatherhead, KT24 5SB Ref. No: 19/P/01345	No Objection
Summer Haze, 10 Norrels Ride, East Horsley, Leatherhead, KT24 5EH Ref. No: 19/P/01349	No Objection
Oakbeams, Farm Lane, East Horsley, Leatherhead, KT24 5AB Ref. No: 19/P/01379	Objection

DECISIONS reported by Guildford Borough Council between 1st July 2019 & 1st September 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

Reference	Location	P&EC Response	GBC Decision
19/P/00810	Little Orchard, Orchard Close, East Horsley, Leatherhead, KT24 5EZ	Objection	Approved
19/P/00883	The Lodge, Guildford Lodge Drive, East Horsley, Leatherhead, KT24 6RJ	Objection	Approved
19/P/00970	Stirling House, The Warren, East Horsley, Leatherhead, KT24 5RH	No Objection	Refused
19/P/00784	Oakwood House, Norrels Drive, East Horsley, Leatherhead, KT24 5DL	Objection	Approved
19/P/00938	Shenstone, 17 Parkside Close, East Horsley, Leatherhead, KT24 5BY	Objection	Approved
19/P/00970	Stirling House, The Warren, East Horsley, Leatherhead, KT24 5RH	No Objection	Refused

APPEALS Submitted or Decided between 1st July 2019 & 2nd September 2019

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome
19/P00566	Sherwood, Ockham Road South, East Horsley, Leatherhead, KT24 6QJ	Erection of a pair of semi detached houses following demolition of detached bungalow.	30/08/2019		

Appendix 5: PAYMENTS APPROVED

Payments Authorised by Councillors between 1st July 2019 & 30th August 2019

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
Internet	07.08.19	S Harvey	Banners	LGA 1972 s142	136.74	SJS	SP
Internet	07.08.19	Street Furnishings	Road Mirror	Highways Act 1980	154.80	SJS	SP
Internet	07.08.19	Jason Lee	Village Warden	Highways Act 1980	1535.00	SJS	SP
Internet	07.08.19	Jason Lee	Toilet Cleaning	LGA 1972 s111	551.00	SJS	SP
Internet	07.08.19	Fair FX	Debit Card	LGA 1972 s111	250.00	SJS	SP
Internet	07.08.19	B Aldred	Comms Co	LGA 1972 s142	532.50	SJS	SP
Internet	14.08.19	Surrey Young Carers	Event Grant	Localism Act 2011	50.00	JC	SP
Internet	14.08.19	Village Hall	Room Hire	LGA 1972 s111	32.40	JC	SP
Internet	14.08.19	WS Retentions	Skate Park	LGA 1976	1797.35	JC	SP
				Total	5039.79		

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
Monthly	Smile It Office 365 Application	LGA 1972 s.142	£75.60	Yes
Annual	Information Commissioner – registration under the Data Protection Act	LGA 1972 s.111	£35.00	No