

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 3rd December 2019

Minutes of the Meeting of the Parish Council held in the Lovelace Room, East Horsley Village Hall, Kingston Avenue, East Horsley, on Monday 2nd December 2019 at 7.30pm.

ATTENDANCE: Stephen Skinner (Chairman) Councillors; Robert Taylor, Andrew Franklin, Aileen Aitcheson, John Carr, Colin Carmichael. Clerk, Steve Punshon, Stephen Groom. Nick Clemens, SCC Councillor Julie Iles, GBC Councillors Catherine Young and Christopher Barrass 6 members of the public.

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

1 Antony Etwell.

76 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

77 To Agree and Sign the Minutes of the Previous Meetings held on 21st October 2019.

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

78 Chairman's Comments

4. The Chairman commended West Horsley PC on their Christmas lights, he hopes the display in East Horsley is as illuminating.

5. The Chairman wished all those involved with the Station Parade Christmas event on 7th December a successful day.

79 Public Participation

8. A resident expressed concern at the speed of vehicles along Ockham Road North. With the level of development in the Horsleys it is going to be even more chaotic.

9. A resident provided photographic evidence of dangerous parking at the corner of St Martins Close. The Clerk responded that a request had been made to GBC for this to be considered in the traffic order review in January 2020.

10. A resident asked if the tree stump and associated debris will be removed from the site adjacent to the railway bridge on Ockham Road South. SCC will be asked to do this.

11. A resident expressed concern at the large number of buddleia saplings growing from the brick work on Ockham Road railway bridge. Network Rail will be contacted.

12. A resident asked if there were plans to clear drain sumps at the corner of Lower Peryers and Rectory Close. SCC Councillor Julie Iles confirmed that a jetting vehicle will be in East Horsley on 16th December.

13. A resident complained that water running from Network Rail steps had turned to a sheet of ice. The Council has made numerous attempts to have this dealt with by Network Rail and SCC to no avail. The Village Warden will ensure the area is gritted.

14. GBC Councillor Catherine Young thanked the Council for its excellent letter of objection relating to Marsh Farm planning application. Upgrading the infrastructure was critical to the Horsleys.

80 Planning & Environment Committee

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

81 Financial Matters

16. The list of cheques issued since the previous meeting were approved, these totalled £5912.97 (Appendix 5)

17. The Council accepted the Q2 Outturn of £55472, this was in-line with the budget.

82 To Agree to Establishing a New Parish Meeting Room

18. The Council agreed to establish a meeting space in the village hall subject to satisfactory agreement with the VHMC at an annual rental of £7000 including all services and annual reviews.

19. The Council agreed to expenditure of £3000 on office furniture and equipment.

83 To Agree to Adopting the Kingston Avenue Telephone Box

20. The Council deferred a decision until further information about its usage and liabilities were known.

84 To Agree to Purchasing a New Bracket Clock

21. The Council did not feel this expenditure was warranted.

85 To Agree Repairs to the Bracket Clock Station Parade

22. The Council were mindful that £2933 had been spent on repairs since installation in 2003. In view of this a review of the benefits of retaining the clock would be considered.

86 Horsley Library Update

23. Julie Iles SCC Cabinet Member All Age Learning informed the meeting about progress with the library review. The process for re-shaping the library service was outlined, the timetable for this is twelve to eighteen months. A public consultation will be conducted. The Parish Council is committed to finding a suitable outcome for Horsley Library

87 To Agree to Promoting Water Refill Mole Valley

24. The Council agreed that this was a worthwhile initiative and would promote it to local businesses. The Council will sign up once the new meeting room is open.

88 Task Group Progress Reports

25. Vision Task Group. (*Antony Etwell.*) No Report

26. Road Safety and Maintenance. (*Andrew Franklin*) A speed survey will be carried out on Horsley Road

27. Communications Task Group. (*Stephen Groom*) A meeting was held on 20/11. The newsletter will be distributed starting 19th December. Display stands are planned for Quaich and Horsley Station. Chris Jany was welcomed as a new member of the group.

28. Community Activities & Allotments Task Group. (*Stephen Skinner*) A sponsor is being sought for the summer event the outcome of this will be reported to Councillors.

29. Village Appearance Task Group. (*Aileen Aitcheson*) The next meeting is 11th December. Squires have replanted the planters for winter. The stump has been removed at Forest Road Triangle this area needs full consideration for aesthetics and safety a new task group should be established to move this forward with representation of Vision 33 and Road Safety TG.

30. Business Liaison Task Group (*Colin Carmichael*). Planning for the proposed farmers market are progressing. A request for funding will be made to the PC on 6th January. Licences will be applied for and held by the PC, a CIO will be established to manage the market.

31. Woodland, Meadow and Footpath Task Group. (*John Carr.*) A working party was held in Great Ridings Wood to remove laurel. A meeting was held to discuss planting trees on Wellington Meadow it was agreed that this would upset the bio-diversity of this important nature meadow.

32. Railway Task Group (*Stephen Groom*) The group has grown with residents representing 3 parishes, the Horsleys and Effingham. The Arches property company will shortly market the Stockyard for occupation.

89 Report on External Meetings

33. None

90 To Approve the Date of the Next Meeting of the Council

34. The next meeting is scheduled for Monday January 6th at 7.30pm in the Lovelace Room, East Horsley Village Hall.

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Appendix 4: **PLANNING & ENVIRONMENT COMMITTEE Report** **New planning applications considered by the Committee** **between 30th September 2019 & 11th November 2019** and dealt with under delegated authority:

Application	Committee Response
Parc Behan, High Park Avenue, East Horsley, Leatherhead, KT24 5DB Ref. No: 19/P/01634	No Objection
Rydal House, Forest Road, East Horsley, Leatherhead, KT24 5ER Ref. No: 19/P/01677	No Objection
Stirling House, The Warren, East Horsley, Leatherhead, KT24 5RH Ref. No: 19/P/01691	No Objection
Ramada Jarvis Hotel, Guildford Road, East Horsley, Leatherhead, KT24 6TB Ref. No: 19/P/01709	No Objection
Windyridge, High Park Avenue, East Horsley, Leatherhead, KT24 5DF Ref. No: 19/P/01718	No Objection
Tree Tops, Cobham Way, East Horsley, Leatherhead, KT24 5BH Ref. No: 19/P/01727	No Comment
Lime Tree Cottage, High Park Avenue, East Horsley, Leatherhead, KT24 5DE Ref. No: 19/P/01771	No Objection
Berries, Forest Road, Effingham Junction, Leatherhead, KT24 5HE Ref. No: 19/P/01801	No Objection
The Pines, Chalk Lane, East Horsley, Leatherhead, KT24 6TH Ref. No: 19/P/01811	No Objection
Coombe End, The Highlands, East Horsley, Leatherhead, KT24 5BQ Ref. No: 19/P/01855	No Objection
Lombardene, High Park Avenue, East Horsley, Leatherhead, KT24 5DB Ref. No: 19/P/01860	No Objection
Langton, 21 Surrey Gardens, Effingham Junction, Leatherhead, KT24 5HH Ref. No: 19/P/01794	Objection
Land south west of Beechlands, The Pheasantry, Guildford Road, East Horsley, KT24 5SB Ref. No: 19/P/01873	No Objection
Beechlands, The Pheasantry, Guildford Road, East Horsley, Leatherhead, KT24 5SB Ref. No: 19/P/01874	No Objection

DECISIONS reported by Guildford Borough Council between 8th October & 11th November 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
None			

APPEALS Submitted or Decided between 8th October 2019 & 30th November 2019

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome
19/P/00825	La Ruana, Lynx Hill, East Horsley, Leatherhead, KT24 5AX	Proposed single storey front extension to provide single garage	25/11/2019		

Appendix 5: PAYMENTS APPROVED

Payments Authorised by Councillors between 30th September to 30th October 2019

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
Internet	03.10.19	Jason Lee	Village Warden	Highways Act 1980	1485.50	JC	SJS
Internet	03.10.19	Jason Lee	Toilet Cleaning	LGA 1972 s111	600.00	JC	SJS
Internet	03.10.19	S Groom	Expenses	LGA 1972 S111	22.50	JC	SJS
Internet	03.10.19	Surrey Hills Grabhire	Station Parade Car Park	Highways Act 1980	168.00	JC	SJS
Internet	03.10.19	S Skinner	Expenses	LGA 1972 s111	39.05	JC	SJS
Internet	03.10.19	Allwood Property	Station Parade Car Park	Highways Act 1980	846.18	JC	SJS
Internet	15.10.19	HMRC	Q2 Tax NI	LGA 1972 s111	2001.29	JC	SJS
Internet	15.10.19	SSALC	Training	LGA 1972 s111	216.00	JC	SJS
Internet	15.10.19	B Aldred	Comms Co	LGA 1972 s142	498.75	JC	SJS
Internet	15.10.19	Village Hall	Room Hire	LGA 1972 s141	45.70	JC	SJS
				Total	5912.97		

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

14th November 2019

Minutes of a Meeting of the Parish Council Finance & Risk Management Committee held in the Parish Council Office, East Horsley Village Hall, Kingston Avenue, East Horsley, on 12th November 2019 at 1.00 pm.

ATTENDANCE:

Stephen Skinner Chairman, Steve Punshon, John Carr, Aileen Aitcheson and Nicholas Clemens (Clerk).

1. To Receive and Accept Apologies for Absence

1. None

2. 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.

3. Review the Deposit Account Balances

3. It was agreed the figures were accurate.

4. To Agree Q2 Outturn

4. It was agreed expenditure in the period April to September of £55472 was in line with the budget.

5. To Review Projected Cashflow October 2019 to March 2020

5. The Clerk provided projected expenditure in the second half of the year. The Committee were satisfied with projected expenditure of £60000.

6. To Consider the Precept for 2020-21

6. The Clerk provided figures based on the agreed budget and band D equivalent properties for 2019, the Committee reviewed the figures, a final decision will be made when GBC release figures for 2020. A final decision will be made by the Council at the meeting on 6th January 2020

7. To Discuss the Retention Payment for the Kingston Meadow Toilet

7. It was agreed that due to faults with the design provided by Healthmatic a letter would be sent requesting that the retention payment be waived by the company.

8. To Audit Q2 Bank Reconciliation

8. This will be carried out prior to the next meeting.

9. Next F&R Meeting

9. The next meeting of the Finance & Risk Committee will be 11.00am 11th December 2019

Chairman