



WEST HORSLEY PARISH COUNCIL

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Members of West Horsley Parish Council are hereby summoned to attend the full Council meeting of WHPC, to be held in the Cedar Room, West Horsley Village Hall on **Tuesday 11 February 2020 at 7.30pm** for the purpose of transacting the following business: ***The public may observe the meeting, which will finish by 9.30pm. At the Chairman's discretion the meeting may be briefly adjourned near the start to allow visitors to comment/ ask questions on relevant matters on the agenda.***

AGENDA

20.21 Chairman's Opening Comments

20.22 To accept apologies & reasons for absence in accordance with LGA 1972, Sch 12, para 40.

20.23 Co-option to fill the vacancy on the Parish Council.

20.24 Declaration of Disclosable Pecuniary Interests by Councillors on any agenda items.

20.25 Register of interests – To declare any amendments.

20.26 Declaration of gifts or hospitality over £25.

20.27 Minutes of the previous meeting held on 21 January 2020 – To be agreed by full Council & signed by the Chairman as a true and accurate record.

20.28 Clerk's report – Update on current actions.

20.29 Financial Matters

- a) Standing items – List of payments authorised at the previous meeting & items to be approved by full Council at this meeting (proposed payments & bank reconciliation).
- b) Reserves – To approve a proposal to move the £10,000 in the Memorial Project Earmarked reserve to General Reserves.
- c) Open Spaces Society – To approve a proposal to join the Open Spaces Society (annual membership £45).
- d) Planning Consultancy – To agree to ask our existing planning consultant, Colin Smith Planning, to write, in conjunction with the Planning & Environment Task Group, WHPC's response to any future 'windfall/backland' development sites of 4 or more new homes that come forward as planning applications (estimated up to £1500 total cost). Costs to be covered by 2019/20 and 2020/21 existing planning budget.
- e) To agree to renew WHPC's GRA (Guildford Residents' Association) membership (cost £15pa).

20.30 To note significant correspondence received since the previous Council meeting.

20.31 Planning & Environment Matters

- a) Guildford Borough Council Planning Applications received since the previous meeting up to the Thursday before this meeting. Please see www.guildford.gov.uk/planning.

App No	Location	Proposal
19/P/02096	Waterloo Farm, Ockham Road North	Proposed erection of five two storey detached houses with garaging, associated landscaping and modification of existing access. (Additional comments in relation to the missing pages of the Design, Access and Planning Statement)
20/P/00063	Dalwood, Northcote Road	Proposed single storey link extension between garage and house together with a single storey side extension.
20/T/00018	28 The Street	T1: Cypress in hedgerow and T2 - Cherry section fell to ground level to allow more room for re-stocking/replanting (West Horsley Conservation Area).

20/P/00106	Meadow Cottage, Wix Hill	Variation of condition 2 (drawings) of application 19/P/01507, approved on 12/11/2019 to change some room sizes, remove one chimney, one rooflight and reduce the size of some doors and windows.
20/P/00130	87 Northcote Crescent	Proposed single storey rear extension and front porch.
20/P/00138	13 Woodside	Part two storey part single storey side and rear extension Enlarge rear dormer to existing bedroom.
20/P/00139	Silkmore, Silkmore Lane	Erection of four dwellings and associated access and landscaping, demolition and repositioning of existing garage.
20/P/00103	Lansdowne Silkmore Lane	Erection of one detached residential property with double car port and new parking area to the front following demolition of existing garage.
19/P/02248	Leas View, Epsom Road	Erection of a two storey west side extension.
20/D/00002	Bell & Colville, Epsom Road	Discharge of conditions 3, 4, 6, and 12 of 17/P/01580
20/P/00183	73 Northcote Rd	Proposed side and rear extension of existing garage and conversion/change of use into a habitable annexe.
20/P/00194	West Horsley Place, Epsom Road	Erection of sustainable energy biomass unit to service West Horsley Place, with associated infrastructure and landscaping works.
20/P/00195	West Horsley Place, Epsom Road	Listed Building Consent for the erection of a sustainable energy biomass unit to service West Horsley Place, with associated infrastructure and landscaping works.

- b) Planning update – To include local plan, environment, TPOs, listed buildings.
c) Guildford Borough Council Decisions – Listed below are recent planning applications that WHPC has objected to and their outcomes (where decided).

App No	Location	Status
19/P/01909	Manor Farm Bungalow, East Lane	Registered
19/P/01963	122 The Street	Awaiting decision
19/P/02096	Waterloo Farm, Ockham Road North	Registered

20.32 Traffic & Flood Survey – To approve a proposal to carry out a traffic survey on Ockham Road North in connection with the Local Plan allocated site A39 (no expected cost, TBC) and a surface water flood assessment at the same location at an estimated cost of £1000.

20.33 Village Asset Management –

- To agree to write to the auctioneers advertising the land behind the “Village Green”, West Horsley, to make them and prospective purchasers aware that there is no guaranteed vehicular right of access to this land and that this green is a local green space in WH’s Neighbourhood Plan.
- To receive an update and agree next steps.

20.34 Villages Unite Event update – To provide an update.

20.35 Task Group reports (Planning & Finance both covered above):

- Community Activities (**MB**, EB, FK, CH, VB, SN) -
- Road Safety and Maintenance (CH, MB, SN) -
- Communications (**CH**, CY, VB, NK)
- Review of courses recently attended (All)

20.36 Action Log carried forward from previous Parish Council meetings:

Agreed Actions	Responsibility	Update
Establish a list of any works that WHPC might want to request is carried out at the appropriate time.	CH/ Road Safety Group	No update.
Install wooden bollards around the grassy area at top of Silkmore Lane (replacing plastic ones).	VB/ Clerk	In progress

Appoint a solicitor to support WHPC in ensuring all of our assets and boundaries are correctly registered and protected (e.g. Village Green etc)	TBC	Scoping conversation with Wellers Hedley; land registered as common land but not at the right place? Chairman to talk to Wellers Hedley before January 2020 – two conversations have taken place; solicitor needs to get the information out of store to be able to respond to WHPC's queries. Cllr Adams questioned whether WHPC could provide these documents to speed up the process. See above – 20.33
To prepare for the 2020 APM, each Task Group to consider APM suggestions from residents relevant to their area & prepare update for this year's APM	Each Task Group	Updates provided by Comms & Planning. Awaiting updates from Community Activities & Road Safety & Maintenance groups, Clerk has chased as were not forthcoming.
WHPC to write to GBC to request a change to the current arrangements so that parish councils receive an automatic speaking slot at GBC's Planning Committee.	Clerk	Letters sent to James Whiteman & Caroline Reeves as requested – February 2020
WHPC would write to the owners of the hedge at the junction of Pincott Lane and Ripley Lane to request that the hedge is cut back slightly to improve sightlines.	Clerk	Owners contacted – January 2020
WHPC to contact SCC to request that the flooding issues with the potholes on the bridleway at Cranmore Lane are addressed at WHPC's cost.	Clerk	Clerk has contacted SCC – January 2020
Arrange for the gate at the rear of the Orchard to be re-hung to open in the opposite way	Clerk	

20.37 Other Village Matters (for information only)

20.38 The next meeting is at 7.30pm on 11 February 2020, Cedar Room, WH Village Hall.

20.39 The Chairman's Closing Comments

Signed: *Sam Pinder*, Clerk to the Council

Meeting agendas and minutes are available on the WHPC website and at Horsley library.