

**Minutes of the Meeting held at 7.30pm on Tuesday 19 March 2024
Cedar Room, West Horsley Village Hall**

Present Chairman Cllr E Best; Cllrs M Beynon, V Buosi, C Clinton, F King, C Mattock, T Rogers; County Cllr D Booth; Borough Cllr D Bennett; J McClung, Clerk; K Young, Deputy Clerk; one Youth Councillor; two residents.

24/043 **Chairman's Opening Remarks**

The chairman welcomed everyone to the meeting, reminding them that Parish Council meetings are meetings in public, not public meetings. Cllr Jane McKenzie has resigned with immediate effect. The Clerk has contacted GBC to trigger the required vacancy notice. It was noted that Cllr McKenzie has given much energy and enthusiasm to the Council, especially in her roles as Lead for the Roads Task Group, and the Chairman has thanked her for her commitment and service. The Chairman has met with the Chairman of the Trustees of West Horsley Place, and has attended a meeting with the Principal Transport Development Officer at Surrey County Council. The Chairman reminded Councillors of the Awards for Service to the Community Presentation Evening on 27th March.

24/044 **Apologies for Absence** Cllrs P Dodgson, G Murray; Borough Cllrs C Young, R Brothwell

24/045 **Declarations of Interest; Amendments to Register of Interests; and Declarations of Gifts and/or Hospitality over £50** None

24/046 **Approval of the Minutes of the Previous Meetings** *Appendix 1*

The minutes of the meeting held on 20 February 2024 were approved by the Council and signed by the Chairman as a true and accurate record.

Public Forum (*meeting adjourned to allow visitors to make comments*)

County Cllr Booth

- Forest Road has been resurfaced. Additional improvements at the triangle are being requested. Cllr Booth will be attending the Flood Forum on Friday 22 March. The stretch of pavement along The Street from School Lane to the A246 has been cleared by SCC; the pavement clearance from Long Reach to Winterfold is due for completion w/c 25 March.

Borough Cllr Bennett

- Cllr Young will be attending the Flood Forum. The National Trust is holding three information sessions on plans for the restoration of Clandon House, which was almost destroyed by a fire in 2015. These will take place at Guildford Guildhall on 21 and 22 March and at the West Clandon Royal British Legion on 26 March.

24/047 **Clerk's Report**

- Councillors attended an intensive planning training session. The Clerks attended a GBC Parish Liaison Meeting, a SALC Biodiversity Duty webinar and an SLCC meeting.
- The Parish Council is donating a set of climate change books to Horsley Library. The books were originally used to inform the Council's Climate Change Task Group.

24/048 **Significant Correspondence Received Since the Last Council Meeting**

- A resident has suggested historic plaques be installed at Old St Mary's and the Parish Reading Room. The suggestion will be passed to the Horsley Heritage Task Group for consideration.
- A resident has written to complain about the poor condition of Northcote Road and Northcote Crescent. Deputy Clerk has taken photos of all the potholes and will report them to SCC.

Chairman's Initials: _____

- There has been some extensive flooding of gardens in Northcote Road. It appears the residents' ditches feed into a drainage pipe on Northcote Road which is not coping with heavy rain. This has also been reported.

24/049 **Financial Matters**

- A list of proposed payments was approved by Full Council at this meeting. A list of payments authorised at the previous meeting was also noted. *Appendix 2*
- Members received and approved the bank reconciliation to 29 February 2024. *Appendix 3*
- Members received and approved a detailed report on expenditure against budget to 29 February 2024. *Appendix 4*

24/050 **Youth Council**

Members were updated on Youth Council activities. Eighty-four pupils from The Raleigh School have completed the Good Neighbour Challenge. Certificates will be handed out in assembly before Easter. The Youth Council's next event is a Clothes Swap on 21 April. Volunteers are needed. There are two prospective Youth Councillors coming to the next meeting.

24/051a **Strategic Documents for Review**

- Members approved the revised Social Media Policy *Appendix 5*
- Members approved the Youth Council's Social Media Policy *Appendix 6*

24/051b **Horsley Heritage Community Group (HHG)**

- Members agreed to form Horsley Heritage Task Group with East Horsley Parish Council.
- Members agreed that Cllr Dodgson would be nominated as Co-Chair for the HHG; and that Cllr Clinton will sit on the Task Group.
- Members agreed to create an Ear Marked Reserve for HHG and to move £350 to it to cover set up and ongoing administrative costs for the financial year 2024/25.
- Members noted that any projects requiring funding would need the approval of Full Council.

24/052 **HHG Map of Places to Visit in the Horsleys** *Appendix 7*

Members received and discussed a briefing note on the design of a 'Welcome to Horsley' map showing places of interest in West and East Horsley.

- Members agreed that the project has potential but that more information is needed before any decision could be made. Members agreed that the Friends of Horsley Station should be leading the project as they have already done considerable work on a similar project.
- Members suggested the map only show locations of historical interest and local assets such as village halls and green spaces. Local businesses should not be included.
- Any funding requirements would need to be proposed to Council with full design and costing (three quotes), and proof of permission to install the Map at Horsley Station.

24/053 **WHPC Awards for Service to the Community 2024** *Appendix 8*

- Members received and approved an updated briefing note on the Awards Presentation Evening. Members agreed to an increased budget not to exceed £1500.
- Members agreed to draw funds from the EMR for Special Events. It was noted that this EMR will be re-set to £1000 on 1 April 2024 as agreed in December 2023.
- Members received an update on arrangements for the Presentation Evening on 27 March. Over 100 guests have accepted their invitations. There are five awards: Youth, Organisation or Group, Individual, Chairman's, and Lifetime Achievement.

24/054 **Speed Reduction Measures on Ockham Road North** *Appendix 9*

- Members received a briefing note on proposed amendments to the Manor Farm S106 Agreement in relation to speed reduction measures on Ockham Road North from the junction with Green Lane to The Drift.

Chairman's Initials: _____

Following a meeting with SCC the Chairman advised the Council that in order to fulfil the traffic calming measures SCC is moving to an S278 Agreement with the Ada Gardens and Manor Farm developers. The S278 means that the developers will complete the road calming measures, rather than giving a contribution for the works to SCC. The contributions will be combined and, it is assumed, the work completed as one project. The traffic calming measures will legally require street lighting. SCC is aware of West Horsley's Dark Skies Policy and has committed to installing back-covered lighting to minimise light pollution.

- b) It is clear from the meeting with SCC that the decision to implement the traffic calming measures has been made and there is nothing further the Council can do.

24/055 **Planning & Environment Committee Update** *Appendix 10*

- a) Members received a report on Planning & Environment Committee meetings held since the previous Council meeting.
b) Other planning matters: A decision on the Wisley Appeal is expected in April. An update on the expansion of the AONB is expected in early May.

24/056 **Other Committee Updates**

- a) Finance: Nothing to report
b) Personnel: The Committee is looking in detail at the NALC Civility and Respect Pledge with a view to recommending its adoption by Full Council. Staff reviews will take place on 5 April. The Committee is also considering the introduction of an Annual Leave Policy.

24/057 **Task Group Updates**

- a) Asset Management & Village Appearance: The new village assets signs have gone up at the Orchard, Green and Playground. The tennis court will be done next week.
b) Communications: Newsletter is progressing.
c) Community Events & Wellbeing: Litter Pick on Saturday 23 March. Cllrs Clinton and Mattock are now co-leads on this Task Group. Cllr Beynon was thanked for her leadership of the Task Group over many years.
d) Horsley Heritage Group: Nothing further to report.
e) Road Safety & Maintenance: SCC's Local Cycling and Walking Infrastructure Plan (LCWIP) for Guildford has been scaled back. The Task Group plans to research the village's historical blue infrastructure to understand where all the streams and ponds were/are.
f) S106: The task group will be meeting in the next couple of weeks to discuss priorities for potential S106 funding from Waterloo Farm should a planning application be received.

24/058 **Community Projects Updates**

- a) Horsley's CAN: The team will be supporting the Youth Council's Clothes Swap and are assisting with the setting up of a Repair Café for textile, electrical and mechanical items. Another survey is being considered. Catherine Young will be staying on as Chair until the end of May.

24/059 **Other Village Matters** None

24/060 **Date of the Next Full Council Meeting**

7.30pm on Tuesday 16 April 2024 in the Cedar Room, West Horsley Village Hall.

The meeting concluded at 20:42pm.

Signed by the Chairman as a true and accurate record:

Date:

Chairman's Initials: _____