

**Minutes of the Meeting held at 7.30pm on Tuesday 15 April 2025
Cedar Room, West Horsley Village Hall**

Present

Cllrs E Best (Chairman), M Beynon, V Buosi, C Clinton, P Dodgson, F King, C Mattock, L Moodie, S Skinner; County Cllr D Booth; Borough Cllr C Young; J McClung, Clerk, K Young, Deputy Clerk; two residents; one member of the Youth Council.

25/060 Chairman's Opening Remarks

The Chairman welcomed everyone to the meeting, reminding them that Parish Council meetings are meetings in public, not public meetings. The Chairman, Cllr King and the Clerks attended a Mayor's Reception at the Town Hall. The Chairman also attended the Friends of Horsley Station's Celebration Day on 12 April and had the pleasure of judging the fancy dress competition. Congratulations to the team for staging a very successful event. Thanks were noted to Cllr Buosi for producing another excellent newsletter which will be distributed in the next few weeks.

25/061 Apologies for Absence

Cllrs T Rogers & G Murray; Borough Cllrs D Bennett, R Brothwell

25/062 Declarations of Interest; Amendments to Register of Interests; Declarations of Gifts and/or Hospitality over £50

None

25/063 Minutes of the Previous Meeting of the Council *Appendix 1*

The minutes of the meeting held on 18 March 2025 were approved by the Council and signed by the chair of the meeting as a true and accurate record.

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

County Cllr D Booth

- The Parish Council's Your Fund Surrey Grant for a new piece of playground equipment has been approved. The Council thanked Cllr Booth for his support in securing this funding.
- Surrey's submission on the proposed reorganisation to unitaries is due in by 9 May.

Borough Cllr Young

- Cllr Young attended the excellent Horsley Station event on 12 April.
- GBC's plans to remove the limited waiting time restrictions signs at Kingston Meadows car park have been dropped. The signs will now remain in situ.

Members of the Public

- A resident asked what happened to an old milestone that used to be located on the stretch of road – not a layby - between the staff entrance and the public entrance of Cranmore School. The Council confirmed that previous enquiries had drawn a blank but that it would do some further research to see what else it could uncover.
- A resident has concerns about parking opposite the King William IV on The Street. This matter was discussed under agenda item 25/072.

25/064 Clerk's Report

- The first precept payment has been received.
- The Internal Audit for 24/25 will take place on 6 May.
- Surrey Police is running its annual [anti-social behaviour survey](#). Residents are encouraged to participate by 6 May.

Chairman's Initials: _____

- SCC is looking for public spaces that need a refresh ahead of a summer of community events. This could include roads, footpaths, and grass verges near key event locations or well-used community spaces. Councillors will forward their suggestions to the Clerk for collation and a shortlist will be sent to Cllr Booth as soon as possible.
- The Deputy Clerk reported that the device that is located on the A246 opposite Bell & Colvill is an access point used to communicate with the street lighting central management system. It is not a camera and is not recording any images.

25/065 **Significant Correspondence Received Since the Last Council Meeting**
None

25/066 **Financial Matters**

- A list of proposed payments was approved by Full Council at this meeting. A list of payments authorised during March 2025 was also noted. *Appendix 2*
- Members received and approved a detailed report on expenditure against budget to Year End 31 March 2025. *Appendix 3*
- Members received a summary of EMRs at 31 March 2025 and approved a summary of EMRs for the start of the financial year 25/26. *Appendix 4*

25/067 **Youth Council** *Appendix 5*

Members received a report on Youth Council meetings held since the previous Council meeting. Councillors enjoyed reading a few completed entries of the Good Neighbour Challenge. There were 69 entries in total. Certificates will be handed out at the start of the Summer Term. The Clothes Swap will take place on 27 April at the Village Hall. Planning for the Horsley Hustle Fun Run is in place.

25/068 **Strategic Documents and Policies for Review** *Appendices 6-12*

Members reviewed and approved the following:

- Financial Regulations – amended April 2025
- Standing Orders – amended April 2025
- Code of Conduct
- Social Media Policy – amended April 2025
- Youth Council Social Media Policy

25/069 **Consultation on Local Government Reorganisation** *Appendix 13*

Members received a briefing note of a consultation taking place with parish and town councils on the how services will be delivered in the community following the formation of unitary councils. Members discussed and agreed its responses to the consultation.

25/70 **Forthcoming events**

Members received an update on arrangements for VE Day and the Student Study Hall. Arrangements and volunteers for both events are in place. All councillors were reminded that their support at the VE Day events was needed.

25/071 **Millennium Viewpoint**

Members received an update on the work which has taken place to improve the view over London from the viewpoint. The Task Group is obtaining quotes for the redesign and installation of a metal plate showing the skyline. The Village Warden will help with a general spring clean of the viewpoint.

25/072 **Parking Matters**

- Kingston Meadows – The matter of removing waiting time restrictions has been resolved. The signs will remain in place.

Chairman's Initials: _____

- b) Horsley Football Club – Two residents have written to complain about the volume of cars parking on Long Reach and Bens Wood Lane when there are events on at Horsley Football Club. The club will discuss traffic management at its next committee meeting, including having additional marshals on match/event days, and ensuring there are passing points on Long Reach. The Council will wait to hear the outcome of the meeting.
- c) King William IV – The pub owners have confirmed that the car park white lines will be repainted w/c 5 May. This will provide an additional ten parking spaces. The staff are placing traffic cones outside one resident's driveway from Fridays to Sundays, to ensure easy access. They are checking the road periodically and are calling out any car owners who are obstructing the pavements. SCC has confirmed it will not refresh the white lines on The Street. The Council will wait to see how matters improve once the car park lines have been repainted.

25/073 Planning Committee Update Appendix 8

- a) Members received a report on Planning Committee meetings held since the previous Council meeting.
- b) Members discussed a new village noticeboard at Manorwood, to be sponsored, purchased and installed by Thakeham Homes. It was agreed that the Council will forward an exact specification to Thakeham to ensure the new noticeboard matches the other village noticeboards.
- c) There were no further matters to note.

25/074 Finance Committee Appendix 16

- a) Members received a report on meetings held since the previous Council meeting.
- b) There were no further matters to note.

25/075 Personnel Committee Update

- a) The clerks' annual reviews have been completed, and the outcome will be discussed confidentially under agenda item 25/080.
- b) There were no further matters to note.

25/076 Task Group Updates

- a) Asset Management & Village Appearance: The Task Group is looking at options to smarten up the mini roundabout on the A246.
- b) Biodiversity: The installation of a wildflower border at the Village Green has started.
- c) Communications: The Summer '25 newsletter is ready for final proofing. The Parish Council's Wellbeing Survey will be included as an A4 insert.
- d) Community Events & Wellbeing: Nothing further to report.
- e) Road Safety & Maintenance: The two missing Vehicle Activated Signs (VAS) on The Street have now been replaced. One of the stolen VAS has been recovered. It is undergoing repairs and the Task Group will consider the best location for it to be placed.
- f) S106: The Task Group is considering requesting S106 for the Glenview planning application. This will be brought to Council in May.

25/077 Community Projects Updates

- a) Friends of Horsley Station: The event on 12 April was a great success.
- b) Horsley Heritage Group: Plans to build a website and install roundels are progressing well. In addition, a series of Heritage Walks have been devised. HHG will be attending the West Horsley Annual Parish Meeting.
- c) The Horsleys' CAN: They are preparing for the West Horsley Annual Parish Meeting and will be attending the Big Day Out in East Horsley.

25/078 Other Village Matters to Note

The surgery held a Carers Forum which was well attended.

Chairman's Initials: _____

25/079 **Date of the Next Meetings**

1. The Annual Parish Meeting of West Horsley will be on Tuesday 29 April at 7pm at West Horsley Village Hall. This is a meeting for the residents of West Horsley, not a Parish Council meeting.
2. The Parish Council's Annual Meeting will take place on Tuesday 20 May at 7.30pm in the Cedar Room, West Horsley Village Hall.

It was resolved to exclude the press and public from the following item in accordance with the provision of the Public Bodies (Admission to Meetings) Act 1960 in order to discuss staffing matters.

25/080 **Staffing Matters**

Members received and approved a confidential report following the Clerks' annual reviews.

The meeting concluded at 8.53 pm.

Signed by the Chairman as a true and accurate record:

Date:

Chairman's Initials: _____