



WEST HORSLEY PARISH COUNCIL

email clerk@westhorsley.info Tel: 01483 901 905 www.westhorsley.info

Minutes of the Parish Council meeting held at 8pm on Tuesday 16 April 2019

In the Cedar Room, West Horsley Village Hall, the Street, West Horsley

PRESENT: Chairman; Mr Hope, Cllrs: Mrs Young, Miss Best, Mr Waite, Miss King, Mrs Beynon, Mr Mattock, Parish Clerk Mrs Pinder, GBC Cllrs David Reeve & Matt Sarti, SCC Cllr Julie Iles and 4 residents.

- 19.63 Chairman's Opening Comments** – The Chairman expressed his regret that Cllr Mike Waite and Cllr Fenella Harrison had both decided to stand down and thanked them for their service, noting that the Parish Council would miss them.
- 19.64 To accept apologies & reasons for absence in accordance with LGA 1972, Sch 12, para 40.** Apologies were received from WHPC Cllr Mrs Harrison and GBC Cllr Mrs Wicks.
- 19.65 Declaration of Disclosable Pecuniary Interests by Councillors on any agenda items.** Cllr Young declared an interest in the first planning application on the planning list and will leave the room at the appropriate point in the meeting.
- 19.66 Register of interests** – To declare any amendments. None declared.
- 19.67 Declaration of gifts or hospitality over £25.** None declared.
- 19.68 Minutes of the previous meeting held on 19 March 2019** – These were agreed by the full Council & signed by the Chairman as a true and accurate record.

At this point in the meeting, the meeting was adjourned to allow the Councillors and residents to ask questions/ make a comment.

- The SCC Cllr referred to her email regarding library provision and asked for any comments on this as soon as possible. The Cllr stated that the patching on The Street has now been finished and there will be redressing of the surface later in the year.
 - A resident asked for an update on the legal work that the Parish Council is undertaking in relation to the Village Green. Cllr Mattock updated the meeting, noting that he had had a meeting with his own solicitor to discuss this. He stated that the Land Registry has two different plans for the Village Green and that the Land Registry have agreed to confirm which one is correct in the next fortnight. The resident thanked the Councillor for the update and urged that a solicitor be appointed as soon as possible.
- 19.69 Clerk's report** – The Clerk provided an update on current activities including the website project which is progressing well. It is intended that the new website will go live on 3 May.
- 19.70 Financial Matters**
- a) Standing items – The list of payments authorised at the previous meeting & items to be approved by full Council at this meeting (proposed payments and bank reconciliation) was formally approved.
 - b) Budgetary Control review – The budget vs actual was reviewed; one query was raised and a response provided.
 - c) West Horsley Village Hall playground works – The summary report detailing formal quotes for the forthcoming playground works and the recommendation from the WHVH Committee was reviewed and the contractor recommended by the WHVH Committee (Outdoor Places) was approved for these works.

19.71 To note significant correspondence received since the previous Council meeting.
None received.

19.72 Planning Matters

- a) New Guildford Borough Council Planning Applications (received since the previous meeting up to the Thursday before this meeting) were discussed and the agreed WHPC action is noted in Appendix 2. The details of these planning applications can be viewed at www.guildford.gov.uk/planning.
- b) Guildford Borough Council Decisions – Listed below are recent planning applications that WHPC has objected to or commented on and their outcomes (where decided). It was agreed that WHPC would write to GBC in relation to the approval of the Waterloo Farm, Ockham Road North planning application, as the comments within this approval did not suggest that the property had been visited.

App No	Location	Proposal
18/P/01885	Waterloo Farm, Ockham Road North	Approved
19/P/00075	17 Weston Lea	Awaiting decision
19/P/00204	Lansdowne, Silkmore Lane	Refused

- c) TPOs & Listed Buildings – Cllr Waite, who will be leaving the Parish Council next month, committed to hand over an updated TPO list in due course.

19.73 Local Plan (CY) – The meeting was informed that there was an attempt to defer the approval of the Local Plan earlier this week, which was defeated. The Planning Lead thanked both Cllr Reeve and Cllr Sarti, who both voted to defer the local plan approval. There is a training session on 18 April for GBC prior to a vote on 25 April to approve the local plan.

19.74 Local Plan Objection Letter – A draft letter from WHPC to GBC in relation to the Local Plan, specifically challenging GBC's proposed approval of the draft local plan during purdah, was approved and will be emailed to James Whiteman and Paul Spooner following this evening's meeting.

19.75 Highways list of work – Following on from SCC Cllr Julie Iles noting changes to grants for the new financial year, it was proposed and agreed that the Road Safety & Maintenance group establishes a list of any works that WHPC might want to request is carried out at the appropriate time. Cllr Hope volunteered to produce this.

19.76 Litter pick update & approval of the below: The items below were all approved.

- 40 litter picks; total £443.70
- 3 display boards; total £284.25
- reimbursement to Litter Pick Co-ordinator of 70 pairs of gloves; total £76.74
- date of Autumn Litter Pick – Saturday 12 October

19.77 Bollard replacement, Silkmore Lane – The request from a resident to install wooden bollards around the grassed area at the top of Silkmore Lane (in place of the existing plastic ones) was approved.

19.78 Task Group reports from Task Group lead:

- a) Community Activities (**MB**, EB, FH, CH) – Cllr Beynon updated the meeting regarding the forthcoming Easter events on Easter Saturday; Cllr King updated the meeting regarding the walk on Easter Monday. Cllr Best updated the meeting regarding the APM and Cllr Mattock provided an update on the toilet project.
- b) Environment (**MW**, FH) – No update
- c) Road Safety and Maintenance (**BM**, CH, MB) – No update
- d) Communications (**CH**, CY, MW, BM) – The annual newsletter has been delivered.
- e) Review of courses recently attended (All) – No update.

19.79 Action Log carried forward from the March 2019 Parish Council meeting:

Agreed Actions	Responsibility	Update
Set up a Health and Wellbeing Task Group that includes mental health issues impacting teenagers in its remit (proposal came out of Chairman's meeting with Edd Cope (St Mary's Youth Minister) and consider other suggestions made by EC as to how WHPC could link in with West Horsley youth.	All	No update
Find a date for a Strategy session in June that Trevor can do	Clerk	TL has been contacted and has responded. Awaiting Parish Council response as to whether this date is ok.

19.80 Other Village Matters (for information only) – A Parish Cllr noted that there was a burglary in Long Reach recently during the daytime and urged people to be vigilant.

19.81 The next meeting is at 7.45pm on 14 May 2019 (Annual Meeting), Cedar Room, W Horsley Village Hall.

19.82 To resolve to exclude the press & public from the following item in accordance with the provision of the Public Bodies (Admission to Meetings) Act 1960. The payroll matter was discussed and a decision approved.

19.83 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.

Standing items - List of payments authorised at previous meeting (19/03/2019)

No	Payable to	Reason	Power	£
1	Kcom	Monthly invoice (in advance) for Office 365 for Clerk & Cllrs	LGA 1972 s.111	43.20
2	Kcom	Monthly invoice (in advance) for Office 365 for Clerk & Cllrs (previous month – corrected invoice)	LGA 1972 s.111	35.26
3	Catherine Young	Expenses	LGA 1972 s.111	36.77
4	DG Design & Print	New WHPC logo	LGA 1972 s.111	24
5	West Horsley Village Hall	Annual WHPC contribution to Village Hall	LGA 1972 s.111	6080
6	West Horsley Village Hall	Year end tidy up hall hire invoice for 2018/19 & anual Hall hire invoice for 2019/20	LGA 1972 s.111	50.63
7	Vision ICT	Fee for website changes for Operation London Bridge	LGA 1972 s.111	42
8	Horsley Countryside Preservation Society (HCPS)	Annual advertising – Around and about Horsley	LGA 1972 s.111	24
9	Surrey Playing Fields	Annual Affiliation Fee	LGA 1972 s.111	20
10	Horsley Community Fund	Grants remaining balance	LGA 1972 s.111	250
11	Viking	Stationery (toner cartridges, printer paper etc)	LGA 1972 s.111	386.31
			Sub Total	6992.17
	SCA	Payroll	LGA 1972 s.111	2057.51
	NEST	Employer pension contribution	LGA 1972 s.111	143.28
			Total	9192.96

Proposed list of payments to be approved at the meeting (16/04/2019)

No	Payable to	Reason	Power	£
1	Kcom	Monthly invoice (in advance) for Office 365 for Clerk & Cllrs	LGA 1972 s.111	52.32
2	Air Ambulance	Donation to Speaker at APM	Local Government Act 2000 s2 Local Government Act 1972 ss137 (1), 137(3) Charities	300
3	SSALC Ltd	SSALC annual subscription & NALC subscription	LGA 1972 s.111	857.32
4	Trevor Allen	Jan to March and Apr to June 2019 tennis court payments	LGA 1972 s.111	260
5	Catherine Young	Expenses – meeting attendance	LGA 1972 s.111	6.93
6	Thomas Dennis	Newsletter Delivery	LGA 1972 s.111	172.50
7	KallKwik	Newsletter Printing	LGA 1972 s.111	525
8	Elaine Best	Reimbursement for NP website renewal	LGA 1972 s.111	141
			Sub Total	2315.07
	SCA	Payroll	LGA 1972 s.111	2097.17
	NEST	Employer pension contribution	LGA 1972 s.111	143.28
			Total	4555.52

Bank Reconciliation

April meeting

7-Mar

bank c/f February 2019	91,436.47
add income (as per c/b)	153.35
less expenditure (as per c/b)	<u>-£9,192.96</u>
	<u>82,396.86</u>

Bank & Cash at 20 March 2019

Current Account	5,172.84
Business Bank Instant	<u>77,224.02</u>
	<u>82,396.86</u>

0.00

Appendix 2 – Planning Information

App No	Location	Proposal	WHPC decision
19/P/00467	Fernlea, Woodside	Erection of first floor side extension	Objection
19/P/00556	47 Nightingale Crescent	Proposed single storey front porch	No objection
19/P/00557	Green Dene Croft, Green Dene	Single/two storey rear extension to existing house and replacement of existing 2no. outbuildings with a single outbuilding.	No objection
19/T/00080	Hermiston, Ockham Road North	T1 - Horse Chestnut - Reduce NW side of canopy by approx 2 metres T2 - Reduce canopy by approx 1.5 metres	No objection
19/P/00610	Drifters, Silkmore Lane	Construction of new timber framed garage. New windows to main house including new dormer window to front elevation. New roof tiles to match existing. New hung clay tiles to first floor level.	No objection. It was agreed that WHPC would submit a comment about the dormer window, which should not be at the front.