

14 January 2026

Members of West Horsley Parish Council,

You are summoned to attend a **FULL COUNCIL MEETING**, to be held in the Cedar Room at West Horsley Village Hall on **Tuesday 20 January 2026 at 7.30pm**. Apologies with reason must be given to the Clerk in writing.

Members of the public and press have a right and are invited to attend the meeting. Please notify the Clerk by 12pm on the day of the meeting if you would like to attend. Any questions for the Council should be sent to [clerk@westhorsley-pc.gov.uk](mailto:clerk@westhorsley-pc.gov.uk) no later than 12pm on the day prior to the meeting.

## **AGENDA**

- 26/001 Chairman's Opening Remarks
- 26/002 Apologies for Absence  
To accept apologies and reasons for absence
- 26/003 Declaration of Interests and Gifts
- a) To receive any declarations of interest on any agenda items in accordance with the Parish Council's Code of Conduct
  - b) To receive any amendments to the Register of Members' Interests
  - c) To consider any requests for dispensations
  - d) To receive any declarations of gifts or hospitality received by Members with an estimated value of at least £50
- 26/004 Minutes of the Previous Meeting of the Council *Appendix 1*  
Minutes to be approved by the Council and signed by the Chairman as a true and accurate record
- Public Forum: Members of the public can express a view or ask a question on relevant matters on the agenda. Each speaker to have a maximum of three minutes to address the Council. The period of public participation shall not exceed 15 minutes unless directed by the chair of the meeting.*
- 26/005 Reports from other Authorities
- a) Surrey County Council
  - b) Guildford Borough Council
- 26/006 Clerk's Report
- 26/007 Significant Correspondence Received Since the Last Council Meeting
- 26/008 Financial Matters
- a) To receive a list of payments to be approved by Full Council at this meeting *Appendix 2*
- 26/009 Youth Council *Appendix 3*  
To receive a report on any Youth Council meetings or events held since the previous Council meeting

- 26/010 Strategic Documents and Policies for Review
- a) Scheme of Delegation *Appendix 4*
  - b) Transparency Code [Appendix 5](#)
  - c) Reserves Policy *Appendix 6*
  - d) WHPC Community Grants Policy *Appendix 7*
  - e) WHPC Community Grants Application Form *Appendix 8*
  - f) Staff and Councillor Training Statement *Appendix 9*
- 26/011 Civility and Respect Pledge
- a) To agree to sign up to the Civility and Respect Pledge *Appendix 10*
  - b) To agree to sign the councillor's statement of assurance *Appendix 11*
- 26/012 Community Governance Review for the Unparished Urban Area of Guildford  
To agree the Council's response to the Community Governance Review [Appendix 12](#)
- 26/013 Tennis Court
- a) To agree to enter a three-year plan with E.T.C. Sports for the annual maintenance of the tennis court at a fixed cost of £600 per year and to book this year's annual maintenance for early May 2026, ahead of the pickleball lines being installed
  - b) To discuss and agree to introduce an hourly rate (suggested £5) for hirers of the tennis court who do not live in the Parish
- 26/014 Millennium Point  
To discuss the display panel and potential additional costs for re-designing the artwork
- 26/015 Traffic Speed Survey *Appendix 13*  
To receive a report from the Roads Task Group following initial consideration of the data collected in the recent traffic speed survey
- 26/016 Awards for Service to the Community *Appendix 14*  
To receive and approve a briefing note on arrangements for the West Horsley Parish Council 2026 Awards for Service to the Community and to approve an increase in the allocated budget of £550
- 26/017 Housing Needs Survey *Appendix 15*  
To receive and approve a briefing note on the Housing Needs Survey including the approval of the questions and covering letter, and the method of data collection
- 26/018 Planning Committee *Appendix 16*
- a) To receive a report on any Planning Committee meetings held since the previous Council meeting
  - b) To consider and agree a response to the amended plans submitted under planning application: [25/P/01355](#) | The erection of four two-storey detached dwellings, with garaging, parking and landscaping and access (amended red line boundary and amended plans received 05/12/2025; amended supporting documents received 09/12/2025) | Land at Foxbury, Epsom Road, West Horsley, Leatherhead, KT24 6AR
  - c) Any other matters arising
- 26/019 Finance Committee *Appendix 17*
- a) To receive a report on any Finance Committee meetings held since the previous Council meeting
  - b) Any other matters arising

- 26/020 Other Committee Updates  
a) Personnel
- 26/021 Task Group Updates:  
a) Asset Management & Village Appearance  
b) Biodiversity  
c) Communications  
d) Community Events & Wellbeing  
e) Local Government Reorganisation  
f) Road Safety & Maintenance  
g) S106
- 26/022 Community Projects Updates:  
a) Community Speed Watch  
b) Friends of Horsley Station/Railway Task Group  
c) Grace and Flavour Community Garden  
d) Horsley Heritage Group  
e) The Horsleys' CAN
- 26/023 Any Other Village Matters to Note
- 26/024 Date of Next Meeting:  
Tuesday, 17 February at 7.30pm in the Cedar Room, West Horsley Village Hall

- Appendices are available on the Parish Council website at [www.westhorsley-pc.gov.uk](http://www.westhorsley-pc.gov.uk).
- Meeting agendas and minutes are available on the WHPC website and the Village Hall noticeboard.
- Minutes are available at Horsley Library.

Signed: *Julia McClung, Clerk to the Council, 14 January 2025*