

NOTICE OF MEETING

To all 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 15 September 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 no later than 12pm on the day prior to the meeting.

Signed: Julia McClung, Clerk to the Council, 9 September 2026

AGENDA

- 26/158 Chairman's Opening Remarks
- 26/159 Apologies for Absence
To accept apologies and reasons for absence
- 26/160 Co-option of a New Councillor *Appendix 1*
- 26/161 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 DPI dispensations
 - d) To receive any declarations of gifts or hospitality received by Members with an estimated value of at least £50
- 26/162 Minutes of the Previous Meeting of the Council *Appendix 2*
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; public participation not to exceed 15 minutes unless agreed by the Chairman.*
- 26/163 Youth Council *Appendix 3*
To receive a report on any meetings or events held since the last Full Council meeting
- 26/164 Reports from other Authorities
- a) Surrey County Council
 - b) Guildford Borough Council
 - c) West Surrey Unitary Shadow Council

- 26/165 Clerk's Report
- 26/166 Significant Correspondence Received Since the last Full Council Meeting
- 26/167 Financial Matters
- a) To receive a list of payments to be approved by Full Council at this meeting; and to note the lists of payments made in July and August 2026 *Appendix 4*
 - b) To receive and approve the bank reconciliation to 31 August 2026 *Appendix 5*
 - c) To receive and approve a detailed report on expenditure against budget heading to 31 August 2026 *Appendix 6*
- 26/168 External Auditor Report
- a) To receive and approve the External Auditor's Report and Certificate 2025/26 *Appendix 7*
 - b) To receive and approve the Notice of Conclusion of Audit 2025/26 *Appendix 8*
- 26/169 Strategic Documents for Review and Approval
- a) Volunteers Policy (new) *Appendix 9*
 - b) Litter Pick Policy (new) *Appendix 10*
- 26/170 Replacement of Village Hall Windows *Appendix 11*
To receive and approve a briefing note on the replacement of the Village Hall windows, including the appointment of a project manager
- 26/171 Community Quiz Night *Appendix 12*
To receive and approve a proposal for a community quiz night
- 26/172 Restart a Heart Workshops *Appendix 13*
To receive an update on plans for three one-hour CPR (and defibrillator) workshops to be held at the Village Hall on Saturday 14 November
- 26/173 Bus Stop Road Markings on A246
To consider requesting the addition of road markings at the two A246 bus stops by Squire's Garden Centre
- 26/174 Planning Committee *Appendix 14*
- a) To receive a report on any meetings held since the previous Full Council meeting
 - b) Any other matters arising
- 26/175 Other Committee Updates
- a) Finance Committee
 - b) Personnel Committee
- 26/176 Task Group Updates
- a) Asset Management, Biodiversity & Village Appearance
 - b) Communications
 - c) Community Events & Wellbeing
 - d) Road Safety & Maintenance

- 26/177 Community 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 *Appendix 15*
 - f) Village Hall Management Committee

26/178 Any Other Village Matters to Note

26/179 Date of Next Meeting
7.30pm, Tuesday, 20 October in the Cedar Room, West Horsley Village Hall

To resolve to exclude the press and public from the following item in accordance with the provision of the Public Bodies (Admission to Meetings) Act 1960 to discuss confidential staffing matters

26/180 Staffing Matters *Confidential Appendix 16*
To discuss and approve confidential staffing matters

- Appendices are available on the Parish Council website at 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.