

NOTICE OF MEETING

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 October 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, 14 October 2026

AGENDA

26/186 Chairman's Opening Remarks

26/187 Apologies for Absence
To accept apologies and reasons for absence

26/188 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

26/189 Minutes of the Previous Meetings of the Council *Appendices 1-2*
Minutes of the meetings held on 15 September and 12 October 2026 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.

26/190 Youth Council *Appendix 3*
To receive a report from the Youth Council on any meetings or events which have taken place since the last Council meeting

26/191 Horsley Football Club
To receive a report from Horsley Football Club on plans for the addition of a full-sized astroturf pitch

- 26/192 Reports from other Authorities on Matters Affecting West Horsley Parish
- a) Surrey County Council
 - b) Guildford Borough Council
 - c) West Surrey Unitary Shadow Council
- 26/193 Clerk's Report
- 26/194 Significant Correspondence Received Since the Last Council Meeting
- 26/195 Financial Matters
- a) To receive a list of payments to be approved by Full Council at this meeting; and to note the list of payments made in September 2026 *Appendix 4*
 - b) To receive and approve the bank reconciliation to 30 September 2026 *Appendix 5*
 - c) To receive and approve a detailed report on expenditure against budget heading to 30 September 2026 *Appendix 6*
 - d) To receive and approve a summary of reserves to 30 September 2026 *Appendix 7*
 - e) To approve a payment of £9,000 to West Horsley Village Hall as per the 2026/27 budget
 - f) To approve the following donations to local charities as per the 2026/27 budget:
 - i. Royal British Legion (£50)
 - ii. St Mary's Church for grounds maintenance (£500)
 - iii. Cobham Food Bank (£750)
 - iv. Surrey Young Carers (£200)
 - v. Air Ambulance Charity KSS (£500)
- 26/196 Internal Audit 2026/27 *Appendices 8-9*
- a) To receive and review the Internal Audit Guidance for 2026/27
 - b) To note the Mulberry and Co Engagement Letter as Internal Auditor for the financial years 2026/27 to 2028/29 inclusive, as agreed by Full Council on 11 March 2026 Item 26/055(d)
 - c) To consider and confirm the independence of the Internal Auditor with regard to personal independence, financial independence, and professional independence
 - d) To note the Interim Audit will take place on 4 November 2026
- 26/197 Strategic Documents for Review and Approval
- a) Standing Orders (minor amendment) *Appendix 10*
 - b) IT and Email Policy *Appendix 11*
 - c) Biodiversity Policy *Appendix 12*
 - d) Planning Committee Terms of Reference (minor amendment) *Appendix 13*
- 26/198 Replacement of Village Hall Windows *Appendix 14*
- To receive and approve a briefing note on the Village Hall windows project, including the appointment of, and budget for, a project manager, and the steps, responsibilities and suggested timeline for project completion.
- 26/199 Suspension of Grey Belt Assessment for Land Around Villages *Appendix 15*
- To agree to sign a resolution for the immediate suspension of grey belt assessment for land around villages, pending completion of a full spatial strategy as part of a considered evidence-based Local Plan
- 26/200 Planning Committee *Appendix 16*
- a) To appoint Cllr Anna Mitchell as a member of the Planning Committee
 - b) To receive a report on Planning meetings held since the previous Full Council meeting
 - c) Any other matters arising

26/201 Other Committee Updates

- a) Finance Committee
- b) Personnel Committee

26/202 Task Group Updates

- a) Asset Management, Biodiversity & Village Appearance
- b) Communications
- c) Community Events & Wellbeing
- d) Road Safety & Maintenance

26/203 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
- f) Village Hall Management Committee

26/204 Any Other Village Matters to Note

26/205 Date of Next Meeting

7.30pm, Tuesday, 15 November in the Cedar Room, West Horsley Village Hall

- 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.