



Minutes of the Meeting held at 7.30pm on Tuesday 21 April 2026

Present

Cllrs E Best (Chairman), C Clinton, P Dodgson, F King, C Mattock, L Moodie, G Murray, S Skinner, T Rogers, C Walker; J McClung (Clerk/RFO), K Young, (Deputy Clerk); GBC Cllr C Young; SCC Cllr D Booth; Beverley Nash (Grace & Flavour); Anna Mitchell (The Horsleys' CAN)

26/064 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 congratulated the Youth Council for a successful Clothes Swap and the Friends of Horsley Station for its well-attended Railway Station Open Day. The Awards for Service in the Community Presentation Evening is on 23 April. The guest of honour is Lieutenant Colonel Samuel Hibbs DL. Also attending is Cllr Howard Smith, Mayor of Guildford and an anticipated 120 invited guests. The Chairman thanked the judging panel - including Clare Mathias (Chair), Sir Rupert Jackson and Cllr Dennis Booth – for their hard work. The Chairman will be representing the Parish Council at a 150th Celebration Service for the establishment of the Methodist Church in West Horsley on 26 April, and at the Civic Service for the newly elected Mayor of Guildford on 10 May.

26/065 Apologies for Absence

None

26/066 Declarations of Interests and Gifts

- a) Declarations of interest in respect of any items on the agenda:
 - Cllr Clinton WHPC Community Grant Applications 26/077
- b) Amendments to Members' Register of Interests Received: None
- c) Requests for dispensations: None
- d) Declarations of gifts or hospitality received by Members with a value of a least £50: None

26/067 Minutes of the Previous Meeting of the Council Appendix 1

The minutes of the meeting held on 17 March 2026 were approved by the Council and signed by the Chairman as a true and accurate record.

Public Forum (*meeting adjourned to allow visitors to express views or ask questions on any items on the agenda*)

- There were no comments or questions to note.

26/068 Reports from Other Authorities

- a) Surrey County Council (Cllr Booth):
 - The last of the Joint Committee meetings have taken place.
 - SCC has published the following statistics on potholes reported, assessed and repaired in the first two weeks of April: 2,413 reported; 2,765 repaired; 1,649 awaiting repairs; 434 large patch repairs; 744 to be inspected; average response repair time 10.13 days. If you see a pothole, please report it on [Fix My Street](#).
 - Cllr Booth has put pressure on GBC to get the Raleigh School drop off zone line painting done. GBC now has secured funding and obtained a quote from a contractor to complete the work which will be booked in for as soon as possible.

Chairman's Initials: _____

b) Guildford Borough Council (Cllr Young):

- Cllr Young attended the Parish Council's meeting with SCC Highways to review the poor condition of Long Reach ahead of planned traffic calming measures. Improvements to the pedestrian exit to the SANG were also considered.
- Large crowds are regularly congregating to play Irish Bowls in Long Reach. The frequency is increasing. Cllr Young has now involved the Safer Guildford Partnership. They are considering putting a dispersal order in place. Residents are asked to report any such activity as quickly as possible to Surrey Police.
- There has been some unexplained activity in the field to the north of Green Lane West, between Long Reach and Ripley Lane. The height barrier has been removed and heavy machinery observed on site. GBC Planning is aware and is closely monitoring the situation. The land was recently auctioned off in small parcels. There is an Article 4 on this land. This is a legal tool that restricts permitted development rights, requiring planning permission for works that would not normally need it. Residents are asked to report any suspicious activity as soon as possible to catherine.young@guildford.gov.uk.
- Ongoing traffic/parking issues have been reported by residents of St Martin's Close (East Horsley). In response to this SCC will be installing double yellow lines at the junction with Ockham Road South and around the bend. The abandoned vehicles in the nearby GBC-owned car park will be removed as soon as the required period has elapsed.

26/069 **Youth Council Appendix 2**

Members received a report on Youth Council meetings held since the previous Council meeting. The Clothes Swap was a great success. Arrangements are in hand for the Fun Run with 176 runners already registered. Places will be capped at 250.

26/070 **Grace and Flavour Community Garden**

Members were joined by the Chairman of Grace and Flavour, Beverley Nash, who gave an update on activities at the Community Garden, including the installation of a new polytunnel, for which a grant was received from Horsleys Community Fund, and a trial of several methods of irrigation.

- The garden is thriving. They are expecting a bumper crop of plums and are looking forward to harvesting their asparagus.
- All the allotments are occupied but there is currently no waiting list.
- The addition of a third polytunnel will allow a wider range of sensitive fruit and vegetables to be grown, as well as more crops during the winter. It was noted that Grace and Flavour is very lucky to have volunteers who are able and willing to construct the polytunnel.
- In anticipation of more frequent dry summers the team is conducting irrigation trials to improve the open beds and polytunnels and to reduce the need for labour intensive hand watering. Standpipes have been installed. They anticipate a roll out in 2027.
- Grace and Flavour will not participate in this year's National Garden Scheme; however it is considering opening informally as part of Big Green Week.
- There may be an opportunity to work with the Parish Council to plant a colonnade of trees at Grace and Flavour using the Council's Akerman Bequest fund.

26/071 **The Horsleys' CAN & Big Green Week (6-14 June)**

Members were joined by Anna Mitchell, Co-Chair of The Horsleys' CAN, who outlined the group's plans for Big Green Week.

- The group is planning a 'Big Green Litter Pick' across East and West Horsley on Saturday 13 June. Volunteers will be invited to a small community event in the grounds of West Horsley Place afterwards. Plans for the event are still being drawn up.
- They are working hard to get local organisations and businesses involved in Big Green Week.

Chairman's Initials: _____

The Parish Council agreed to organise a litter pick as part of The Horsleys' CAN's Big Green Litter Pick on 13 June. The Horsleys' CAN were asked to confirm details and timings for the litter pick and event as soon as possible.

26/072 Clerk's Report

- The first instalment of the precept has been received.
- Tree works and turf laying have taken place in the Village Orchard as agreed in November 2025. The wildflower border at the Northcote Triangle will be laid in the next few days, thus completing the Additional Garden Project approved in November 2025.
- The Internal Audit will take place on 23 April.
- Network Rail has confirmed that track-side litter picking along Footpath 99 will take place week commencing 11 May.
- GBC has confirmed that the wording for the bay at the Raleigh School will be 'DROP OFF ZONE ONLY'. Double yellow lines will also be added. A quote for the work has now been approved by GBC. The Parish Council has agreed to order three A3 metal signs for display on the school fencing to reflect GBC's wording in the bay (cost not to exceed £100).
- The Friends of the Raleigh have circulated a survey to all parents asking about their modes of transport to/from school.
- Horsley Football Club has requested full use of the tennis court for its six-a-side tournament on 2/3 May (to safely store a hired-in PA system). Regular users will be given advanced warning of the court closure.
- The tennis court annual maintenance and pickleball line painting will take place in early June.
- The display panel for Sheepleas will be delivered at the end of May.
- The Freedom of Information request made by residents regarding the Raleigh School's pre-school consultation has been refused as the request was 'too broad to carry out a proper and comprehensive search within the appropriate limit'.

26/073 Significant Correspondence Received Since the Last Council Meeting

- Ongoing correspondence with residents of Nightingale Crescent following the March Parish Council meeting, including request for Nightingale Crescent to be designated a 'School Street'.

26/074 Financial Matters Appendices 3-8

- a) Members received and approved a list of payments to be made in April 2026. Payments authorised in March 2026 were noted.
- b) Members received and approved the bank reconciliation to 31 March 2026.
- c) Members received and approved a detailed report on expenditure against budget to 31 March 2026.
- d) Members received and approved a summary of the Council's reserves to 31 March 2026.
- e) Members received and approved the Fixed Asset Register updated to 31 March 2026.
- f) Members received and approved a summary of subscriptions and direct debits for the Financial Year 2026/27.

26/075 Schedule for Reviewing Strategic Documents and Policies Appendix 9

Members received the schedule for reviewing Council policies from April 2026 onwards. All Committees to review their Terms of Reference at their first meeting after the Annual Meeting.

26/076 Strategic Documents and Policies

Members reviewed and approved the following documents:

- a) Model Publication Scheme *Appendix 10*
- b) Code of Conduct *Appendix 11*

Chairman's Initials: _____

26/077 **WHPC Community Grants** *Appendix 12 & Confidential Appendix 13*

Members received and reviewed four Community Grant applications and granted awards towards projects (Cllr Clinton did not participate in discussions on the WHPT application) as follows:

- i. West Horsley Place Trust | Wellbeing and mental health activities for Howard of Effingham students and their parents/carers | £500 awarded
- ii. First Horsley Scouts | Essential safety compliant electrical works to the Scout Hut in Weston Lea | £1,000 awarded
- iii. West Horsley Evening WI | Small fete in the Village Playground for young families during the summer holidays | £100 awarded
- iv. The Horsleys CAN | Community, volunteer and business engagement for the Great Big Green Week, including organising a small community celebration at West Horsley Place after a litter pick across the Horsleys | £250 awarded (to be held in an Earmarked Reserve)

26/078 **Planning Committee** *Appendices 14 & 15*

- a) Members received a report on Planning Committee meetings held since the previous Council meeting.
- b) Any Other Matters Arising:
 - Thakeham Homes (Manorwood) are aiming to be off-site by May 2026.
 - The Environment Agency has submitted a very detailed response to the Waterloo Farm planning application including concerns on flooding.

26/079 **Finance Committee** *Appendix 16*

- a) Members received a report on Finance Committee meetings held since the previous Council meeting.
- b) Any Other Matters Arising: None

26/080 **Personnel Committee**

The Personnel Committee will meet on 30 April. Staff appraisals will take place on 5 May.

26/081 **Task Group Updates**

- a) Asset Management & Village Appearance: Nothing to report.
- b) Biodiversity: Nothing to report.
- c) Communications: Work has started on the next newsletter.
- d) Community Events & Wellbeing: Looking forward to the Awards Presentation Evening. Planning is underway for the Teddy Bears' Picnic in September.
- e) Local Government Reorganisation: Nothing to report.
- f) Road Safety & Maintenance: Nothing to report.
- g) S106: Still waiting for payment for the completed tennis court refurbishment and CCTV.

26/082 **Community Projects Updates**

- a) Community Speed Watch: Nothing to report.
- b) Friends of Horsley Station/Railway Task Group: The Railway Station Open Day was a great success.
- c) Grace and Flavour Community Garden: Nothing further to report.
- d) Horsley Heritage Group: Invitation letters have gone out to 20 additional properties inviting them to be part of the HHG scheme.
- e) The Horsleys' CAN (HCAN): Nothing further to report.
- f) Village Hall Management Committee: Looking to move forward with plans to replace all the windows in the Main Hall. Researching any grants available to them.

Chairman's Initials: _____

26/083 **Any Other Village Matters to Note**
None

26/084 **Date of the Next Meeting**
Tuesday 19 May at 7.30pm in the Cedar Room, West Horsley Village Hall.

The Annual Parish Meeting will take place on Tuesday 28 April from 6.30pm at West Horsley Village Hall. This is a meeting organised by West Horsley Parish Council for the residents of West Horsley. It is not a Parish Council meeting.

The meeting concluded at 8.46pm.

Signed by the Chairman as a true and accurate record:

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Date:

Chairman's Initials: _____