



East Horsley

Parish Council

Clerk and Responsible Financial Officer: Hilary Gullen

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Minutes of the Parish Council Meeting 15th June 2026

Present: Cllr Aileen Aitcheson (Chair), Cllr Robert Taylor, Cllr Anna Mitchell, Cllr Steve Harvey, Cllr Colin Carmichael, Cllr Chris Jany, Cllr Chris Hampson, Cllr David Holliday, Cllr Juliet Robinson, Hilary Gullen, Clerk.

1. **Apologies:**, Cllr Andrew Franklin. Cllr Holly Hayling, Cllr Ruth Brothwell.

2. Declaration of Pecuniary Interests

There were no Declarations of Pecuniary Interests

3. Minutes of the Previous Meeting

The minutes of the meetings held on 19th and 28th May were agreed.

4. Chair's Comments

Aileen Aitcheson noted areas for consideration in the coming year:

- Trimming of trees which are partially obscuring traffic lights at Bishopsmead Parade.
- Investigating the possibility of setting up a new route to the Raleigh School via Ada Gardens and Weston Lea.
- Publishing a regular letter to residents updating them on what has been achieved.
- Considering the use of some of the Station Parade car park spaces for shopkeepers.
- Updating the Sainsbury's/La Meridiana corner regarding the phone box and overgrown tree.
- Updating the children's play area.
- Introduction of a Trim Trail in Kingston Meadow.

Aileen also suggested the slogan, 'Making things happen' for the council.

5. Surrey County Council and Guildford Borough Council Updates

Cllr Young noted that councillors needed to be prepared for the change to West Surrey and the impact that this could have on the parish.

A strategic plan was needed for the next 5 years, with consultation with residents on what to focus on.

Horsleys' Climate Action Network had very successfully celebrated Great Big Green Week, finishing off with a very successful litter pick. An article would be published on this in The Dragon.

Cllr Dennis Booth noted that officers at Surrey County Council were still awaiting news on how they would be redeployed after the switch over to West Surrey.

6. Public Participation

There were no comments from members of the public.

7. Planning and Environment Matters

Cllr Robert Taylor noted that 46 applications had been considered in the first half of the year, marginally less than last year. One decision in particular regarding a property in Oakwood Drive, objected to by East

Horsley, had been agreed by Guildford Borough Council which was unexpected and very surprising due to the nature of the application, which included a car lift into a basement.

8. Financial Matters

The list of payments amounting to £20,913 was approved.

The Standing Orders and Direct Debits were approved.

9. To Approve the Governance Statement

The Governance Statement AGAR 2025-2026 was approved.

10. To Approve the Accounting Statement

The Accounting Statement was approved.

11. To Agree the Internal Auditor's Report

The Internal Auditor's Report was agreed, while noting that the header of 'West Horsley' was incorrect and should have read, 'East Horsley'.

12. To Agree to Adopt the LGA Model Councillor Code of Conduct

The Local Government Association Model Councillor Code of Conduct was agreed for adoption by the Parish Council.

13. Padel Update

David Holliday noted that:

- The Planning Application had been submitted on Friday 12 June and was waiting to be validated by GBC; councillors will be advised when it has been formally registered and is in the public domain.
- The lead advisor (Planit Consulting) had been positive about the expected outcome as the various specialist surveys conducted had not identified material planning issues.
- VAT advice was being taken from a consultant with expertise in public sector leisure services (Parkinson Partnership).
- Tender preparations were underway (the previous quotes were now a year old).
- There had already been public consultation, but further consultation would take place and a formal Q and A would be published if the application was granted, approximately 4 – 6 weeks prior to approaching the Parish Council for formal approval to go ahead.
- A Share Point link would be set up for councillors to see the planning application in full along with the documents being available on the Guildford Borough Council website (Planning).
- Councillors agreed to the £900 + VAT cost for expert VAT advice, which is already covered by the budget agreed for set up.

14. Great Big Green Week

The request for £250 funding was no longer required as this had been approved by the Finance & Risk Committee. Anna Mitchell reported that the week had been a great success. The Chair particularly thanked Chris Jany, Catherine Young and Anna Mitchell for their work in making the week such a success.

15. Street Sweeping

Steve Harvey noted that while the main roads in the parish were on a regular sweeping schedule, the side roads such as Station Approach and Kingston Avenue were not. Leaf detritus could build up and block drains, leading to flooding. Steve Harvey suggested that the Parish Council pay for a private company to occasionally sweep these streets. It was noted that issues with street sweeping could be logged on the Guildford Borough Council website and it would be preferable to test this first before taking on a private company. Residents could be consulted as to their preferences on this as part of the consultation suggested earlier in the meeting by Catherine Young.

16. Litter Bin Refurbishment

Steve Harvey suggested that Sohrab be asked to renovate one of the wooden litter bins, to see how much it would cost, with a view to renovating the rest of the bins in the village. This was agreed by the Parish Council, although it was noted that Guildford Borough Council did not offer a recycled waste collection so renovating the old bins, rather than replacing with new bins with a recycling section was not an option.

17. Countryside/Flytipping

Chris Hampson noted that he had been liaising with the Forest Warden over flytipping and pathway repairs in the Forest. Quotes for removal of flytipped refuse would be managed by Surrey Wildlife Trust.

Chris Hampson was in the process of getting quotes for mowing Wellington Meadow and these would be brought to the Parish Council. A resident had asked for some of the trees in Wellington Meadow to be trimmed and it was noted that a volunteer group had previously carried out this work and could be contacted again.

18. Task Group Progress Reports

Communication and Events:

Steve Harvey noted that the newsletter was ready for dispatch and work would be starting on the next one this week. Unfortunately, a delivery company had lost the package for a flyer for inclusion and he would be claiming for the cost of printing. A survey at the Annual Parish Meeting had shown that generally residents liked hard copy newsletters and found them interesting.

The Annual Parish Meeting had gone well, and the new sound system had been used for the first time successfully.

The picnic was taking place on 28th June and all were asked to support this event if possible. Sponsorship of £3,000 would be provided by Curchods.

Climate Change Task Group

Anna Mitchell gave more detail on the success of Great Big Green Week, that those involved included the Repair Café and Grace and Favour.

Road Safety and Maintenance Task Group

Juliet Robinson noted that there would be a second traffic survey taking place to provide data for comparison of the impact of the traffic calming measures in the village.

Howard Road resurfacing would be taking place in August and the road would be closed for this.

Drainage work would be work carried out on Old Lane at some point between August and February, which could involve multiple closures.

Councillors could identify the company that owned any road signs left after road works were completed and the company could be asked to remove them or they could be reported on FixmyStreet.

Countryside Task Group

No further report to make beyond agenda item 17.

Village Appearance Task Group

Aileen Aitcheson noted that the steps up to Station Approach had been renovated and that the GBC employee who carried out the work had been very committed to doing them well.

Railway Task Group

Chris Jany noted that vegetation management would be taking place along the railway tracks between Guildford and Effingham Junction. There had been an informative evening session on this at the Village Hall and litter along the fence line was raised as an issue. Network Rail agreed to look into this.

Lobbying for improved access at both stations was ongoing.

The Friends of Horsley Station had held a very successful event on 18th April, which had been well attended and well received by residents.

A team of volunteers were looking after planters at the station.

Horsley Heritage Group

Robert Taylor noted that a further 30 heritage profiles had been added to the website, bringing the total to 54 properties.

19. Terms of Reference Capital Projects Task Group

The Terms of Reference were agreed and Sylvia Igglesden, Holly Hayling, Colin Carmichael, Aileen Aitcheson and Steve Harvey were agreed as members. It was noted that other councillors could join meetings where there was a project of particular interest to them.

20. External Meetings

Aileen Aitcheson noted that she had attended the Eight Parishes Meeting, which was a forum for discussion of common interests, including Planning. The next meeting would be in October and East Horsley Parish Council would be hosting this.

21. Prostate Cancer Testing Update

Colin Carmichael noted that the Prostate Cancer testing session on 19 May had been very well attended, with 85 men being tested; the Prostate Project charity had raised £1,000 in voluntary donations and the Parish Council had awarded a matching grant of £1,000.

22. Training for Councillors

Several councillors expressed an interest in attending an online training session on Standing Orders and it was suggested that Financial Regulations could be included.

23. Kingston Meadow Public Convenience

The Clerk noted that there had been issues of vandalism/misuse of the public toilet, and it was now being opened in the mornings by either the Assistant Clerk or the Facilities Manager and closed in the evening by the cleaner. It was noted a new door closing mechanism should be investigated. Wider issues of anti-social behaviour in the village were also noted - including children playing on the railway line and shop lifting.

24. Date of Next Meeting

The date of the next meeting of the Council is 27th July 2026 at 7.30pm.

The meeting ended at 9pm.