**Members are summoned to the**

**Parish Council Meeting of Horne Parish Council**

**to be held on Monday 15th November 2021 at 7.30pm**

**at Centenary Hall, Smallfield**

Angela Baker, Clerk

**A G E N D A**

1. **TO RECEIVE APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTERESTS OR PREDETERMINATION**

The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.

**3. PUBLIC QUESTIONS AND STATEMENTS**

Members of the public, and members with prejudicial interests on items on the Agenda, may make representations, answer, ask questions and give evidence at this meeting in respect of items on the Agenda. The total time designated for public questions shall not exceed Ten minutes unless directed by the Chairman of the meeting.

**4. TO RECEIVE, ADOPT AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 20TH SEPTEMBER 2021** ( previously distributed)

**5. TO RECEIVE COUNTY AND DISTRICT COUNCILLOR REPORTS**

5.1 County Councillors

5.2 District Councillors

**6. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT ELSEWHERE ON THE AGENDA**

None

**7.CLERKS REPORT**

See attached – For information only.

**8. ADMINISTRATION**

8.1 To review copies of newsletter samples from direct mail company. ( copies to be shown at meeting )

***Do members want to use this company for next newsletter?***

***Do members want add an item on Newsletter and social media / website asking residents to comment on having paper or digital versions?***

**9. PARISH ENVIRONMENT**

9.1 To receive an update on highways.

9.2 Cricket Club update. (Chairman)

9.3 Update on layby works completion

9.4 Free Tree offer! *Do members wish to apply for some trees?*

**10. PLANNING**

10.1 Planning Applications for discussion – None

**11.FINANCIAL**

11.1 To approve monthly payments for November.

£843.70 Clerks Gross Salary

Working from home allowance as per agreement – September / October /November + Mileage TBC ( not claimed since starting role – Oversight by clerk)

*Propose to put these expenses in quarterly to council going forward.*

HMRC -£20.32

11.2 Councillors to approve finance document up to end of October 2021

11.3 Approve draft budget for 2022 – On finance document

**12. FORTHCOMING MEETING DATES**

Monday 13th December

**FUTHER INFORMATION FROM AGENDA ITEMS**

**7.CLERKS REPORT**

The audit is due next week I have spent some time preparing for that and would like to say thanks to Clare ( previous clerk ) for her help with this.

The draft budget has been completed for council to consider.

Reporting of highways issues has continued and residents signposted to the fix my street page to report matters in their own right.

**9.4 Free Trees!**

Below is part of an email received regarding free trees that Surrey County Council have secured.

We are delighted to say that we were successful in this bid in and were granted these funds to enable us to schedule tree planting for this planting season between now and March 2022.

Aligned with our [Tree strategy](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.surreycc.gov.uk%2F__data%2Fassets%2Fpdf_file%2F0017%2F225620%2FSurreys-New-Tree-Strategy-June-2020.pdf&data=04%7C01%7C%7C5c9102164aec4682ee2608d9a032de41%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637716962600979460%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=v7iCKoIv3egoV9Jzy5%2Bufv0zwz1twXMY6rcSs%2FpoRl4%3D&reserved=0), we would very much like to enable you to undertake some tree planting in your parishes and have allocated 110 trees to donate to each of our 87 Parish Councils. These trees are a mix of 100 whips (single stemmed small trees measuring about 40 cm) ideal for creating a small copse or hedgerow, and 10 standards (Approximately 1.5m in width and 2.0m in height) ideal for more formal park settings. All the above are native mixed broadleaf which we would love to donate to you and support you, to ensure these trees thrive to their maturity.

We believe that with the climate awareness generated from COP 26, there will be strong engagement from families and interested community groups to be involved in the planting and vital aftercare and watering. Full guidance of how to plant and maintain these trees will be provided. Additionally, we will share how this planting can be recorded as part of [The Queen’s Green Canopy](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fqueensgreencanopy.org%2F&data=04%7C01%7C%7C5c9102164aec4682ee2608d9a032de41%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637716962600989416%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=QpNJ56%2F11O9uSqlzUwudjhafXxximdH2ROK8eAi7j%2FQ%3D&reserved=0) planting initiative, to celebrate the Platinum Jubilee.

With the planting season upon us please respond to this email if you would like to receive these free trees, to enable planting in your parishes to support our greener future. Please do reply as soon as you are able if this is something you would like to partake in.  We would be keen to hear from you before the end of November, if possible, with expressions of interest and details of your planting locations.

If you need more information or have questions, please do get in touch as we would be delighted to work with you on this green initiative,

Kind Regards,

Debra Lee

Senior Woodland Management Officer

Natural Capital