Horne Parish Council

**www.horne-pc.org.uk**

Clerk: Angela Baker 1 Newhouse Terrace Station Road, Edenbridge, Kent TN8 6HJ

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**Members are summoned to the**

**Parish Council Meeting of Horne Parish Council**

**to be held on Monday 13TH December 2021 at 7.30pm**

**Newchapel Cricket Ground , West Park Road, RH7 6HT**

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 15th November 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

**8. ADMINISTRATION**

8.1 Sian Clutterbuck has offered to provide secure storage for Parish archived paper work. The paper work will be sealed in secure boxes, listed in chronological order for ease of access.

***Do members agree to this arrangement?***

**9. PARISH ENVIRONMENT**.

9.1 Verbal update from Clerk re procedural change for agenda item 9.1 on 15th November meeting

***Do members retrospectively agree to this change ?***

9.2 Hadeswood Farm – Verbal reports regarding fires reported to Environmental Agency (chairman )

9.3 Cricket Club

9.31 Structural survey required before further works go ahead – Quotes are being sourced estimates £800-£1500 **Do members delegate the responsibility to clerk and chairman to book survey – with a spend of up to £1500 for an independent surveyor to carry out the report?**

 9.32 Current works update for disabled toilet and update on cricket club meeting1/12/21 - verbal update. (Chairman/Clerk/ Mark Sherwood )

**10. PLANNING**

10.1 Planning Applications for discussion

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| **Application:** | 2021/2008 |
| **Proposal:** | Demolition of existing single storey extensions to side. Erection of single storey side extensions and two/single storey rear extension. (Certificate of Lawfulness for a Proposed Development) |
| **Location:** | Yew Tree Cottage, Smallfield Road, Horne, Horley, Surrey, RH6 9JP |

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| --- | --- |
| **Application:** | 2021/1972 |
| **Proposal:** | Demolition of existing outbuildings and earth mound and the erection of three dwellings, a bin store and a 'cart shed' to provide car and cycle parking. |
| **Location:** | Hookstile House, Byers Lane, South Godstone, Godstone, Surrey, RH9 8JH |

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| **Application:** | 2021/1967 |
| **Proposal:** | Change of use of agricultural buildings to 5no. dwellings with part demolition of lean-to elements, internal alterations including addition of first-floor mezzanines, conversion of outbuilding to car port, external design alterations and other associated works and landscaping (revision to approved scheme 2021/1218). |
| **Location:** | Branford Wells, Brickhouse Lane, Newchapel, Lingfield, Surrey, RH7 6HY |

**11.FINANCIAL**

11.1 To approve monthly payments for November.

£843.70 Clerks Salary HMRC -£20.32 Pension £22.67

£1125.84 EMH Services ( cricket club fuse board work- agreed via Phillip Cricket club)

£411.00 Interim Audit Invoice (Agreed in September meeting ) £180 added for extra work needed – (no travel costs included as it was all done over zoom meetings ) Audit report will be presented to council in January meeting.

£tbc Invoice for disabled toilet to be presented at meeting

£33 plastic storage boxes – clerk

11.2 To retrospectively approve payments for :

£360 - PKF littlejohn – External Audit

£150 - Bloomin Arts Christmas Donation

£77.64 - Payment to Chairman for poppy wreath purchase and wine purchase for thank you gift to resident. (Agreed October Meeting )

11.3 Councillors to approve finance document up to end of November 2021

11.3 Approve draft budget for 2022

**12. FORTHCOMING MEETING DATES** - Venue to be confirmed

**24/1/22 , 21/2/22, 21/3/22 , 18/3/22**

**FUTHER INFORMATION FROM AGENDA ITEMS**

**7.CLERKS REPORT –** I have written to both Costa and Macdonalds head offices to inform them of the litter problem mentioned in November meeting.

I have spent quite a large amount of time with the interim auditor and will report back to council in January with his report. He has also made some suggestions regarding the setting of the budget and setting reserves and earmarking funds . I will explain this in the budget presentation.

I have completed the grant appliaction for Igas on behalf of the cricket club.

I attended the SALC Webinar and a Jubilee grant webinar.