

HORLEY PARISH COUNCIL

AGENDA

Dear Councillor,

You are summoned to attend a meeting of the Parish Council which will be held in the Old School Room at 7.30 pm on Thursday 13 August 2015.

Clerk to Horley Parish Council

- 1) Apologies**
- 2) Declaration of Interests**
- 3) Minutes of the meetings held on 21 May and 2 July 2015**
- 4) Matters arising**
- 5) Finance - 2015/16 budget monitoring report (report attached)**

The attached report shows the income and expenditure to date, as compared to the annual budget.

6) Kerbing works in Wroxton Lane

A quotation has been received from Oxfordshire County Council for the installation of conservation kerbs along approximately 75 metres of Wroxton Lane. The section of verge where the installation of kerbs is proposed comprises the grass verge on the east side of Wroxton Lane approximately between The Steps and Chapel Cottage. Currently this section of verge is being badly eroded by vehicles riding up onto the grass.

The proposed works would involve the installation of conservation kerbing along the current edge of the verge to prevent further erosion. The verge would be backfilled behind and seeded, and the carriageway made good to the kerb face. It is not proposed that the carriageway be narrowed back to its original alignment. Samples of three alternative kerb types have been obtained, and will be available at the meeting for Members to make a choice.

The quotation from Oxfordshire County Council for this work is £11,163.02 plus VAT. The Council has earmarked £15,000 of reserves to fund this project. Previously the Council had obtained a quotation of £9,680 plus VAT from another contractor. However, in order to engage a private contractor the Council would have to enter into a legal agreement with OCC, and the cost of doing so would exceed the potential savings. In addition, there would be residual liability issues for the Council. Consequently it is recommended that the Council proceed with Oxfordshire County Council.

7) Acquisition of a Defibrillator

The working group appointed by the Council to consider the acquisition of a defibrillator, comprising Councillors Attfield, Hamer and the Clerk to the Council, has investigated the options available in conjunction with Community Heartbeat. Community Heartbeat is a charitable organisation whose principal purpose is the provision and management of automated external defibrillators (AEDs). They have provided a quote of £1,995 for the supply of a suitable defibrillator and storage cabinet. Their quote also includes the provision of other services comprising provision of the Webnos governance system, a cardiac arrest seminar which would be organised in the village, and post rescue counselling. The Webnos system ensures that the AED is accredited by the emergency services, and callers to the 999 emergency number can be directed to it.

Whilst Community Hearbeat are willing to supply the equipment to the Council, they are also prepared to provide a managed service. Whilst the Council would be required to meet the same initial costs, Community Hearbeat would retain ownership of the AED, and responsibility for it. This is significant as it is essential that the equipment is properly managed and maintained, accredited with the emergency services, and that all necessary records are maintained. In return for an annual payment of £126 Community Hearbeat will undertake all necessary servicing and battery replacements. There will be some additional cost incurred in installing the equipment, but Community Hearbeat are unable to quote for this until the relevant details have been agreed.

It would be possible to purchase an AED at lower cost. An alternative quote of £1,375 plus VAT has been obtained from another supplier, but this would be for supply only. The Council would have to arrange installation, and would have to put in place suitable arrangements for the management and maintenance of the equipment, liability and other insurances. It is not considered desirable for the Council to proceed on this basis.

The Council has no specific power to incur expenditure on this equipment, and consequently must do so under its general powers under s137 of the Local Government Act. These powers limit expenditure to £7.36 per elector this year, being £2,046. The Council has already budgeted to incur £225 of s137 expenditure elsewhere this year, although this is not yet committed. In order to go ahead the Council will either need to raise external grant assistance to meet part of the cost, or spread the initial costs over two years. These options are being investigated with Community Heartbeat.

The equipment needs to be placed in the centre of the village in a prominent position where it can be easily found in an emergency. An electricity supply is also required. The best location is considered to be the external wall of the Red Lion public house, and the owners Dave and Natasha Morris have indicated that they would be happy to host this.

8) Amendment to The Council's Standing Orders

In accordance with the decision taken at the meeting on 2 July 2015, amendments are proposed to be made to the Council's Standing Orders in order to permit the public to address the Council for up to 5 minutes on matters of their choosing, subject to the prior approval of the Chairman. People wishing to take advantage of this provision will be

required to notify the Clerk to the Council at least seven days before the relevant meeting with details of the subject which they wish to raise, so the Chairman can consider the request before the meeting.

An addition to paragraph 3.5 of the Council's Standing Orders, and the insertion of a new paragraph 3.6 is proposed, as shown in red below:-

“3.5. Members of the public may speak at Council meetings **on items appearing on the agenda** at the discretion of the Chairman of the meeting.

3.6. Members of the public may be permitted to address the Council on subjects of their own choosing at the discretion of the Chairman. Any member of the public wishing to raise a subject with the Council will be required to notify the Clerk to the Council at least seven days before the meeting with details of the subject which they wish to raise. The Clerk will then seek the Chairman's permission to include that item on the agenda, and if included, the member of the public will be permitted to address the Council for up to five minutes on the subject, not including any time required to respond to questions raised by Members of the Council.”

9) Speeding Through the Village

In accordance with the decision taken on 21 May 2015, the Clerk contacted OCC Highways for advice as to what might be done to discourage speeding through the village, and in particular through the bottleneck between Lane Close and Church Lane. An Engineer visited on 17 June, and advised that, whilst there is a road narrows sign situated close to the Church Lane junction for traffic travelling east, there is no corresponding sign for traffic travelling west. If requested to do so, OCC would install a road narrows warning sign on Hornton Lane for westbound traffic, just after the Lane Close junction.

It was advised that before any other measures could be considered, more data should be obtained. Consequently OCC were requested to install a device for a temporary period which would measure the number and speed of vehicles travelling along Hornton Lane. Subsequently this was installed for a temporary period opposite Horley House, and currently the outcome of the survey is awaited. There will be a charge to the Council of £100 for this data.

10) Parking in Lane Close

Councillor Atfield to report on concerns raised regarding parking in Lane Close.

11) Planning Report

Planning applications received since the last meeting, and the Council's response to those applications, are set out in the report enclosed below.

12) Reports from external organisations

Any Member reports from external organisations.

13) Date of next meeting

Thursday 12 November 2015 – 7.30 pm.

14) Any other urgent business

REPORTS

Item 5 - 2015/16 budget monitoring report

HORLEY PARISH COUNCIL - MEETING 13 AUGUST 2015 BUDGET MONITORING REPORT TO 31 JULY 2015

	<u>Category Description.</u>	Budget 2015/2016	Spent to 31.07.15	under/ overspend
1	Clerk's Salary	£0.00	£0.00	£0.00
2	Clerk's Expenses	£150.00	£30.68	£0.00
3	Churchyard Maintenance	£400.00	£0.00	£0.00
4	Insurance	£420.00	£280.38	-£139.62
5	Election Expenses	£0.00	£0.00	£0.00
6	School Room Hire	£150.00	£0.00	£0.00
7	Subscriptions			
	OALC	£135.00	£0.00	£0.00
	SLCC	£45.00	£0.00	£0.00
	ORCC	£30.00	£0.00	£0.00
8	Petty Cash	£0.00	£0.00	£0.00
9	Audit Fee	£0.00	£0.00	£0.00
10	S137. Grants			
	Horley Views	£0.00	£0.00	£0.00
	Horley Village Web Site	£50.00	£0.00	£0.00
	Horley Footlights	£0.00	£0.00	£0.00
	C.A.B.	£25.00	£0.00	£0.00
	Others	£150.00	£0.00	£0.00
11	Dog Bins Servicing	£370.00	£0.00	£0.00
12	Hedges	£300.00	£0.00	£0.00
13	Village Signs/gates	£0.00	£0.00	£0.00
	Land Registry	£0.00	£4.00	£4.00
	Parish Plan	£0.00	£0.00	£0.00
14	Contingency	£4,000.00	£0.00	£0.00
	TOTAL	£6,225.00	£315.06	-£135.62

Business saver account balance 31.3.15		£21,729.54
Community account balance 31.3.15		£100.00
		<u>£21,829.54</u>
less expenditure relating to 2014/15		£277.07
		<u>£21,552.47</u>
Income	Precept including any additional grant	-£3,117.37
	Interest	-£3.12
	VAT recovery	-£190.54
		<u>£24,863.50</u>
Outstanding income	Precept	-£3,107.63
	Interest	-£7.50
		<u>£27,978.63</u>
Less budgeted expenditure underspend		£6,225.00
		-£135.62
Projected Balance 31.3.16		£21,889.25
Reserves		
Money for Roadworks		£15,000.00
Play Area		£5,000.00
Unallocated balance		<u>£1,289.47</u>

Item 11 - Planning Report

The applications on which the Council has been consulted since the last meeting are summarised below. All decisions issued by the Council in response to applications received are displayed on the village website (www.TheHorleyViews.com), including a link to the relevant application on the CDC website.

Application Number	Applicant	Description	Horley PC response
15/00140/TCA	Mrs Nicole Harrison	Tree works at Brook Cottage, Wroxton Lane	No objections
15/01080/F	Mr and Mrs Prickett	Variation of conditions to permit a relative or employee to use the training area, and to allow the barns to be used for agricultural purposes	No objections
15/01039/F	Mrs Nicole Harrison	Erection of stone wall and gates to front boundary.	No objections
15/00239/TCA	Mr Christopher Harris	Tree works at Branlith, Manor Orchard	No objection proposed