

# HEADLEY PARISH COUNCIL

ANNUAL MEETING OF THE PARISH COUNCIL  
will be held in **HEADLEY VILLAGE HALL**  
on **Monday 22 May 2017** at **7.30pm**

**MEMBERS OF THE PUBLIC ARE MOST WELCOME TO ATTEND**

## AGENDA

1. **APOLOGIES**
2. **APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN**
3. **OPEN PUBLIC FORUM**
4. **DECLARATIONS OF INTEREST**
4. **MINUTES OF LAST MEETING**
5. **MATTERS ARISING**  
Clarification of November 2016 minutes
6. **REVIEW ASSET REGISTER, GOVERNANCE STATEMENT AND FINANCIAL STANDING ORDERS**
7. **FINANCE**
  - i. Financial Statement
  - ii. Reconciliation of the accounts

### Payments between meetings:

| Date     | Cheque       | Payee                   | Service                             | Amount |
|----------|--------------|-------------------------|-------------------------------------|--------|
| 20/04/17 | Direct Debit | Surrey Community Action | Clerk's April Salary                | 336.80 |
| 20/04/17 | 633          | Headley Village Stores  | March PC Meeting<br>Tea/Coffee      | 16.00  |
| 20/04/17 | 634          | Sell Electrical Ltd     | Public Access Defib<br>Installation | 210.00 |
| 03/05/17 | 635          | Came & Company          | Parish Council<br>Insurance         | 548.39 |
| 03/05/17 | 636          | RBLI Ltd                | Newsletter Printing                 | 90.00  |
| 20/05/17 | Direct Debit | Surrey Community Action | Clerk's May Salary                  | 336.80 |

### To be paid:

| Date     | Cheque | Payee                  | Service                             | Amount |
|----------|--------|------------------------|-------------------------------------|--------|
| 22/05/17 | 637    | Headley Village Hall   | May PC Meeting<br>Village Hall Hire | 36.00  |
| 22/05/17 | 638    | Headley Village Stores | May PC Meeting<br>Tea/Coffee        | 16.00  |
| 22/05/17 | 639    | Tracy Hamer            | April/May Clerks<br>Expenses        | 110.48 |

|          |     |                      |   |        |
|----------|-----|----------------------|---|--------|
| 22/05/17 | 640 | David Preedy         | Loan Repayment                              | 250.00 |
| 22/05/17 | 641 | Headley Village Hall | Annual Village Meeting<br>Village Hall Hire | 36.00  |
| 22/05/17 | 642 | Headley Village Hall | Annual Village Meeting<br>Catering          | 210.52 |

## 8. MAINTENANCE

- i. Playground - inspections & rota/issues raised
  - Trees
  - Parking
- ii. Footpaths
- iii. Highways

## 9. HEADLEY COURT

Update on current status.

## 10. HEADLEY PARISH WEBSITE

Update since last PC meeting.

## 11. PLANNING

**MO/2017/0521/PLA** - Woodstock, Tot Hill, Headley KT18 6PU - Erection of one dwelling with associated parking following demolition of existing commercial buildings.

**MO/2017/0631/PCL** - Old Court, The Drive, Leatherhead KT22 8QW – Proposed certificate of lawfulness in respect of construction of detached leisure building and indoor swimming pool.

**MO/2017/0633/PCL** - Old Court, The Drive, Leatherhead KT22 8QW – Certificate of lawfulness for a proposed development in respect of the erection of a single storey gym and garden room.

### **Decisions considered between meetings:**

**MO/2017/0420** – Gasson Stables, Hurst Lane, Headley KT18 6DY – Crown reduce 2 ash trees by 30%. Approved with conditions.

**MO/2017/0175/PLAH** – 2 Heath Farm Cottages, Church Lane, Headley KT18 6LD - Erection of a single storey rear extension. Approved with conditions.

**MO/2017/0034/PLA** – Nower Wood Educational Nature Reserve, Mill Way KT22 8QA – Clear and area of shrub to create additional parking spaces for the new Education Centre. The new parking area will include some low level bollard lighting. Approved with conditions.

**MO/2017/0486/PLA** – Headley Playground, Broome Close, Headley – Erection of demountable netting on playground boundary with 5 The Spinney. 3.7 metres in height and 15 metres in length. Approved with conditions.

**MO/2017/0492/PLAH** - Grove Farm Cottage, Headley Grove, Headley KT18 6NR - Erection of two storey side extension following demolition of side and rear extension. Approved with conditions.

**MO/2017/0496/PLA** - Webbs Farm, Church Lane, Headley KT18 6LZ - Erection of a replacement dwelling following demolition of side existing dwelling. Approved with conditions.

**12. OTHER PARISH COUNCIL ACTIVITIES**

- Defibrillator training

**13. REPORTS FROM OTHER BODIES**

**13. CONSULTATIONS**

**14. ANY OTHER URGENT BUSINESS**

**The next Parish Council Meeting will be on 31st July 2017 at 7.30pm in the Village Hall**

Signed .....  
(Clerk to Headley Parish Council)

Date.....

Supporting Documents:

Financial Statement

Asset Register