

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
AGM of Horne Parish Council
to be held on Monday 19th May 2025 at 6:45 pm
Followed by the APM at 7.30pm
Newchapel Cricket Pavillion**

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 a meeting that has not been disclosed under this item, the member must immediately disclose it.

3. Procedural Matters

3.1 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office

3.2 To accept the Declaration of Acceptance of Office from Horne Parish Councillors – verbal – To note David Browns resignation

3.3 To accept the Declaration of Interests from all Horne Parish Councillors- verbal

4. 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.

5. TO RECEIVE, ADOPT AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 28th April 2025 (previously distributed)

6. TO RECEIVE COUNTY AND DISTRICT COUNCILLOR REPORTS

6.1 County Councillors

6.2 District Councillors

7. PARISH ENVIROMENT

7.1 VE Day Event Update

7.2 Neighbourhood Plan

8. ADMINISTRATION

8.1	Councillors to confirm the Standing Orders to be adopted for the municipal year 2025/26
8.2	Councillors to confirm the Financial Regulations to be adopted for the municipal year 2025/26
8.3	Councillors to confirm the Code of Conduct to be adopted for the municipal year 2025/26
8.4	Councillors to review and agree the risk assessment and Asset Register for 2025/256
8.5	Councillors to approve the insurance policy is adequate for the coming year – We are in a 3 year contract – as agreed April 23 meeting. Clerk to bring quotes for 2026 in Feb / March 26 meeting

Do Councillors to confirm receipt and approve the Standing Orders, Code of Conduct and Financial Regulations 8.1- 8.5

Do Councillors to confirm the Insurance Policy with Zurich is acceptable for 2025 – 2026?

8.6 Committees
To agree in accordance with Standing Order the terms of reference for the Human Resources and Cricket Club Committees
To confirm as per Standing Orders that members are to be appointed to the Human Resources and Cricket Club Committee for the 2025/26 municipal year. Alison, Mark, Philip, Steven - CC Alison, Richard and Amelia – HR

Do Councillors to confirm approve the committee and members for 2025-2026?

9. PLANNING / LICENCES/APPEALS/Enforcement

Application:	2025/447
Proposal:	Erection of a single storey rear extension. (Lawful Development Certificate for a Proposed Use or Development)
Location:	Little Woodbury, Woodland Lane, Newchapel, Lingfield, Rh7 6nw, Newchapel, Lingfield, Surrey, RH7 6NW
Application:	2025/366/NC
Proposal:	Change of use from agricultural building to 3-4 bedroom dwellinghouse. Application to determine if prior approval is required for a proposed: Change of Use of Buildings on Agricultural Units and former Agricultural Buildings to Dwellinghouses (Class C3), which may include extension of the building and/or building operations reasonably necessary for the conversion. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class Q
Location:	Brickhouse Lane, Newchapel, RH7 6HY
Application:	2025/344
Proposal:	Change of use of land from agriculture to a development of 10 plots for travelling showpeople with associated access and landscaping.
Location:	Farm Estate, Eastbourne Road, Newchapel, Lingfield, Surrey, RH7 6LF

Enforcement - For Noting

Site Address: Horne Grange, Church Road, Horne, Horley, Surrey, RH6 9LA

Alleged Breach: Work on this site has come to a complete standstill. It has supposedly been levelled but as a Parish Council, we are receiving complaints that the landform level exceeds those approved in the planning approval

Following an investigation into the alleged breach of planning control the Local Planning Authority has now concluded this investigation with the following outcome: A breach of planning control was identified but has been resolved by the following actions/events: Condition 5 of planning approval TA/2017/1576 has been complied with; the temporary access road has been levelled and the access gate reduced to 3m in width. A breach of planning control was identified and remedied. Therefore this investigation has now been closed.

10. FINANCIAL

10.1 To approve monthly payments for May 2025

Including Clerks Salary HMRC, Pension.

Expenses for APM – TBC

10.3 To approve reports for April 2025 – as per the finance document (circulated to all councillors)

Including AGAR.

11. Meeting Dates

16th June, 21st July, No Meeting in August, 22nd September

20th October,