

MINUTES OF MEETING

A meeting of Ockley Parish Council was held at Ockley Village Hall on Monday 12 March 2018 at 8 pm.

Councillors present

Mr R Herbert Chairman
Ms J Page
Mr G Lee-Steere
Mr D Thomas
Mr B Thorne
Mr S Figg
Mrs L Fletcher Clerk

Apologies had been received from Mrs L Hogarth

Declarations of interest:

RH Governor, Scott-Broadwood School
 Committee member, Ockley Cricket Club
GL-S Jayes Park Estate
 Member Capel and Ockley PCC

1. Minutes of last parish council meetings

It was proposed by Mr D Thomas and seconded by Ms J Page that the minutes of the meetings held on 8 January and 5 February 2018 be signed as correct.

2. Matters arising

BT 'phone box by the Inn on the Green

The Clerk reported that the inside of the 'phone box had been clean and tidy when she had looked at it recently. The outside needed to be cleaned but perhaps this could be done by volunteers when the weather improved.

Signs on the Green

These would be ready to put up when the weather improved.

Stile on footpath leading up from Belmont, Stane Street

The Clerk reported that the SCC Countryside Assistant had informed her that stiles were only in place to keep livestock safe. If this was no longer a requirement then SCC would not pursue for it to be replaced as removing stiles improves accessibility for walkers of different abilities. The Clerk had updated Mrs W Goddard regarding this information.

footpaths adjacent to the A29

B Weston, SCC had informed the Clerk that he would start to clear back the verges when time allowed.

Drainage on School Lane

The Clerk had contacted Bill Kear but as yet had not received any reply.

Parish magazine

A meeting had not yet been held regarding the parish magazine (GL-S, BT and B Thomson). GL-S noted that some organisations published magazines/papers free online. Capel and Ockley were now one church parish with Okewood and Forest Green joining Ewhurst.

Capel currently has two village magazines - one church and one village (village magazine was a money making magazine).

Ockley has one magazine which serves the communities of Ockley, Forest Green and Okewood Hill/Walliswood. Changes had already been made to the Ockley magazine to make it more 'village' not 'church' orientated. A 'new' magazine would be issued as from January 2019. As the villages of O, FG, OH/WW share events such as the Flower Show, Quiz nights, then information should continue to be given in a joint magazine. The fact that the church parish had changed did not mean that other things such as the magazine had to change. Possibly the Ockley church information could be included in the Capel church magazine (named Inspire).

Issues to be taken consideration for the 'new' magazine:

- important for all in the community to be aware of events in the villages
- currently only 60% of magazine subscriptions paid - unable to continue if subscriptions not paid
- delivery of magazines is currently carried out by volunteers - more volunteers needed especially if more take up subscriptions
- pick up places could be arranged to save delivery to outlying areas
- calendar of events should be for 3 months rather than the current one month

3. Correspondence

diary dates

28 March 2018 MVDC Parish Clerks meeting

Local Highways Members Fund £7500 workshop postponed until after elections.

BT had attended Ewhurst Brickworks Liaison Committee meeting on 27 February 2018. He reported that plans were going ahead to build new brickworks, the position altered.

It was noted that Vann Fest was going to be held once again this year.

SCC - speed limit reduction

A reduction from 60 mph to 40 mph was proposed on various roads in the Leith Hill and Ockley (B2126) area. Subject to the outcome of the consultation it was planned that the speed limit would come into operation March 2018.

WSSC working in partnership with South Downs National Park Authority

It was noted that a Joint Minerals Local Plan had been prepared. Once adopted it would provide a basis for making consistent land use planning decisions about planning applications for mineral development.

Surrey Police

- theft of coping stones from bridge on Forest Green Road reported
- police statistics January to March 2018 had been circulated
- noted that Surrey Police had embarked on a long term programme to consider future options for the police estate, with a view to transforming the working environments from which the Force operates

SCC Contact Centre

Report sent through regarding damaged grit bin on A29 opposite the 'phone box.

Ockley website / benches on The Green

It was noted that Dr B Thomas had provided Mr M Pratt with a considerable amount of information regarding the history of the benches.

UK Parliament

Celebrating democracy in 2018 - getting people thinking about democracy and their right to vote.

The Pensions Regulator

Noted that every three years an employer has to assess and re-enrol eligible staff on a workplace pension scheme. OPC recommended re-enrolment date 1 June 2018.

MVDC - Affordable Housing Supplementary Planning Document

It was noted that the document had recently been updated.

MVDC - Standards Committee

Appointments to various committees were to be made at the Annual Meeting of MVDC.

There were two parish council representatives on the Standards Committee.

OPCouncillors agreed that they were happy that the two continued in the role (if they were willing to continue) - no alternative appointments were proposed.

SCC - review of Local/Joint Committees

Responses to the review to be sent by 19 March 2018.

Capel Parish Council - support for letter regarding protesters on Leith Hill

Councillors had had varying views regarding a response to the letter. No reply had been received to an enquiry regarding information about numbers of complaints received. The matter would not be taken any further as far as OPC was concerned.

SCC - Surrey Safe Drive Stay Alive

A road safety initiative aims to make young people more aware of their responsibilities on the road and the consequences of poor or irresponsible driving. Donations / grants to help support the initiative were being sought.

NALC - Chief Executive's bulletins

The bulletins were circulated to councillors when received.

SES Water - Draft Water Resources Management Plan Consultation

BT stated that he had responded to the online questionnaire.

SCC - additional cold weather funding for damage repairs to roads in the county

It was noted that an additional £5m was to be made available to address further damage caused by the recent snow and extreme cold weather. SCCouncillor H Clack had highlighted

the worst parts of her division. OPCouncillors had no comments regarding damage caused over the past month with roads in the Ockley area - issues at the junction of Coles Lane with the A29 would not be sorted until the A29 was re-surfaced.

4. Planning matters

Councillors had been informed of the following planning matters:

Planning applications - list dates

2 February 2018

Mr S Jones
Naylors, Stane Street, Ockley RH5 5TH
Remove 3 ash trees
no objection

MO/2018/0038/CAT

Mr M Payne
Oakhurst, Weare Street, Capel RH5 5JA
Certificate of Lawfulness for a proposed development in respect of the erection of a single storey side extension to both sides of dwelling and loft conversion to include 1 dormer window to rear and 1 dormer window to each side roof elevations.

MO/2018/0128/PCL

Mr D Hoskins
Four Oaks, Cathill Lane, Ockley RH5 5QP
Erection of 1 dwelling following removal of existing buildings

MO/2018/0144/PLA
(Abinger, Ockley, within 20 m of Abinger parish, within 20 m of Ockley parish)

16 February 2018

Mr and Mrs S Brough
Robinlea, Friday Street, Ockley RH5 5TE
Certificate of Lawfulness for the proposed development in respect of the erection of a single storey side extension, new front porch and insertion of rooflights on existing side elevation.

MO/2018/0176/PCL

Mr and Mrs S Brough
Robinlea, Friday Street, Ockley RH5 5TE
Erection of replacement detached garage; re-positioned gate and entrance with new external wall. Alterations to existing roof of single storey side extension and changes to fenestration in main dwelling.

MO/2018/0177/PLAH

Planning decisions - list dates

16 February 2018

Mr W Smith
Willow Lodge (Lodgelands), Beare Green Road, Ockley RH5 4PX
Retrospective application for the retention of a detached double garage
refused

MO/2017/2071/PLAH

23 February 2018

Mr R French
1 and 2 Park Cottages, Beare Green Road, Ockley RH5 4PX
Erection of 2 No detached dwellings with integral garages following demolition of existing pair of cottages and outbuildings.
approved with conditions

MO/2017/0240/PLA

Appeals - list dates

9 February 2018

Mr and Mrs Cordell

MO/2017/1451/PLAH

Rill Barn, Vann Lake Road, Ockley RH5 5NS

Erection of single storey front/side extension, roof alterations to enlarge existing dormer, replacement of 2 no first floor windows with French doors and erect balustrade

refused 13 October 2017

Appeal started 8 February 2018

Application to have S-B School, Ockley classified as an Asset of Community Value

J Straw / S Munnis, MVDC had agreed to an extension of time for a response to J Straw's letter dated 20 December 2017. DT had prepared a response, with input from the local community, which had been circulated to councillors. Some amendments had been / were suggested. DT to incorporate the amendments then circulate once again for approval so that the response could then be sent to MVDC within the agreed deadline.

land at Heathwood, Ockley Road, Beare Green

GL-S stated that it appeared that a barn had been erected on this site. No planning application had been received. The Clerk was to contact the MVDC Planning Enforcement Team to ask that they inspect the site.

5. Finance

payment of accounts

It was proposed by Ms J Page and seconded by Mr S Figg that the following accounts be paid:

Ockley Village Hall hire hall meetings 2017-18	£91.00
Zurich Municipal annual insurance premium	£642.54
Surrey County Playing Fields Association affiliation fee 2017-18	£10.00
Surrey Hills Society annual subscription	£25.00
Mark Osborne grounds maintenance 2017-18	£2290.00
Mrs L Fletcher *salary) admin costs)	TBA
HMRC tax on clerk's salary	TBA

Ockley Cricket Club hire of pavilion	£110.00
S P Cooke internal audit	£190.00
Viking ink cartridges	£65.59

already paid - not yet authorised

A Bunce Ockley traffic feasibility report	£1200.00
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* Councillors confirmed that the Clerk's salary should be based on 8.5 hours per week as from the new financial year. This had been shown in the notes on the Parish Precept Requirements spreadsheet discussed at the January 2018 meeting.

It was noted that the Band D payment for 2018/19 would be £41.49 compared to £34.93 for 2017/18.

internal audit report

The mid year internal audit had been carried out on 21 February 2018.

The Auditor had noted:

In my opinion the books and records of Ockley Parish Council continue to give and true and fair view of their financial affairs.

6. General Data Protection Regulations

The Clerk had circulated the following information to councillors:

a GDPR Toolkit produced by NALC / Winckworth Sherwood Solicitors

The Clerk had contacted three companies about offering services (including DPO) regarding the regulations. The responses had been circulated to councillors.

It was thought that the annual data protection fee (payable to the ICO) would remain in the same bracket but there would be an increase from £35 to £40 pa.

It was noted that Mrs L Hogarth had delivered training on the regulations. It was agreed that a date be set for a meeting purely for GDPR in April on a date convenient for LH.

7. Improvements in the village

play area - purchase of new equipment

A quote had been received from RSS Hags-Smp for the removal of elephant slide and swing frame / supply and installation of dinosaur slide and Hags essentials swing. Total £4726.20.

DT stated that the removal of the equipment could be done by volunteers (saving £500).

An amount had been highlighted in the precept requirements for the swings. Donations / grants covered the cost of the slide. However overall there would be a shortfall of funding for the purchase of the new equipment of approximately £500. It was agreed that this amount should be taken out of the precept. The Clerk would confirm the order with RSS as above.

DT suggested that an Opening Ceremony be arranged with accompanying Tea Party.

Councillors all agreed but it was felt that a date would not be arranged until a definite installation date had been confirmed.

play area - fencing along The Rectory boundary

This fencing had been highlighted as being rotten and it had been agreed that it should be taken down. The Clerk had spoken to the new residents at The Rectory to inform them that this was to be done imminently. As the fence was not to be replaced then the residents were concerned as they have a dog. The Diocese, as landlord, had been out to inspect and were due to replace the fence. The Clerk had supplied the details of the parish council's contractor so all work could be done at the same time: take down/replace.

8. Neighbourhood Development Plan

car park at Ockley station

RH reported that he had had no response from Indigo regarding management of parking. GL-S had had no response from Network Rail regarding easement. RH favoured asking Indigo to administer the car park - internet payment to be made so no machine necessary. Ockley residents to be given rebate/reduced rate. Two of the spaces in the new car park could be allocated to Network Rail in compensation to two taken on Station Approach. GL-S had a preference for a gated system with cards. Further discussions would take place once a reply had been received from Indigo.

Ockley NDP

MVDC had informed parish councils that further public engagement on potential village boundary amendments / site allocations, being potentially contentious issues, would be delayed until after the Local Elections taking place on 3 May 2018.

RH stated that he felt it would be much better to work with MV regarding further housing in Ockley. However GL-S was concerned that Ockley's requirements would not be fully considered by MV. JP said that it was important to have the 'red lines' in the Ockley NDP document. Currently MV would not approve the sites on offer - the team would have to wait to see what MV will be willing to accept in the plan/new Local Plan. RH agreed that red lines were necessary. However plans can be overruled by local/regional/national plans. MV were fully aware of what Ockley wants regarding development in the village; particularly with respect to affordable housing.

Information had been received regarding loopholes that developers were using to maximise profits and reduce affordable housing as much as possible.

9. Policies/statutory documents: review

GL-S had reviewed the TOR for the Admin/Planning Committee, no amendments had been thought necessary. The TOR had been circulated to councillors together with a spreadsheet giving an overview of policies and other statutory documents / dates for review. Councillors approved the documents.

10. Annual meetings 2018

The dates for the Annual meetings were to be changed.

Councillors would be advised when dates had been arranged for meetings in April and May.

11. Any other business

Camera at the Inn on the Green

BT reported that the camera had nothing to do with the police. It had been put up by SCC and was being used to check the flow of traffic - taking information from one camera to another. It was not collecting speed data - it was not enabled for radar.

Traffic speed survey - 2020 Consultancy

The survey had been carried out 28 February to 8 March 2018. DT had kept a note of weather conditions at the time of the survey (freak wintry conditions). The results had been sent through just before the meeting and circulated to councillors. The Clerk was to contact A Bunce as some of the dates shown were incorrect. The results will be discussed at the next meeting of the parish council.

The Clerk had received a further e-mail from a parishioner regarding speeding traffic through the village. He had noted the survey being carried out and that there was a camera at the Inn on the Green. He asked that reports and other information be sent to him.

Meeting closed at 10 pm.