

MINUTES OF MEETING

A meeting of Ockley Parish Council was held in the Village Hall on Monday 13 November 2017 at 8 pm.

Councillors present

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

Also three villagers present for part of the meeting - H and G Armstrong, B Milne

Declarations of interest:

RH Governor, Scott-Broadwood School
 Committee member, Ockley Cricket Club
GL-S Jayes Park Estate
 Treasurer, Ockley Okewood Hill Forest Green PCC

1. Minutes of last parish council meeting

It was proposed by Ms J Page and seconded by Mr D Thomas that the minutes of the meeting held on 4 September 2017 be signed as correct. Notes from discussions held on 3 October 2017 were also agreed.

2. Matters arising

A Bunce, 2020 Consultancy

Quotations for a feasibility study regarding traffic safety issues/speeding traffic and speed surveys had been received and circulated to councillors.

Feasibility study cost £1000 (exc VAT)

Speed surveys £220 (exc VAT) for 7 days, additional quotes for further surveys

LH reported that a camera had been installed by SCC Highways outside the Inn on the Green. The camera would measure traffic flow, recording number plates but not speed. She had been told that the camera had additional filters that could be applied. Motorists could be advised by signage that the camera was recording information. The parish council had not been informed that this camera was to be put up in the village. The Clerk was to contact H Clack, SCCouncillor and Surrey Highways asking for details of data that will be obtained / how long the camera would be in place. It may well be that sufficient data would be obtained so that a speed survey through 2020 Consultancy was not necessary.

BT stated that he had a meeting with a private company on 16 November 2017 (Red Speed) who were to assess the A29 regarding a speed camera. The company would present various options for consideration.

Councillors agreed that the feasibility study should be undertaken by 2020 Consultancy at a cost of £1000 (exc VAT) but until information had been received about the recently installed camera at the Inn on the Green and options from Red Speed; there was not a requirement for a speed survey.

The Clerk was to contact Adam Bunce, 2020 Consultancy to ask that the tasks as identified in his quote and shown below be undertaken.

- *Site visit and collect data (minus the Automatic Traffic Surveys that will be done separately);*
- *Provide a number of options that will reduce speeding;*
- *Provide benefits and any drawbacks for each option;*
- *Indicative cost for each option;*
- *Prioritised list of all viable options including any package of measures options with an overall recommendation;*
- *Support taking the feasibility study forward to the Highway Authority to seek funding.*

SCCouncillor H Clack had stated that she might be able to help with funding for the study.

Rector for parish

GL-S informed those present that the scheme for merging Ockley parish with Capel was going ahead. The scheme was currently out for a six week public consultation and could be viewed on the CofE website. If all proposals were accepted then Liz Richardson would become the full time vicar for Capel and Ockley. The churches at Okewood Hill and Forest Green would join the Ewhurst parish. GL-S stated that the current PCC for Ockley, Okewood Hill and Forest Green was in favour of the proposals as were a number of parishioners. It was agreed that Ockley Parish Council would support the proposals set out in the consultation (to be circulated to councillors and put on the parish council website). It was noted that the current Rectory (built in the 1920's) had been taken over by the Diocese and would probably be sold; it was currently being advertised for rental.

Drainage issues on School Lane

The SCC Highways drainage gang had only found ground water running just below the surface. It was presumed there were no blockages in the drainage pipes. SCCouncillor H Clack had advised that a solution might be to increase the capacity of the gully pots but that

this would not be a priority for SCC. The Clerk was asked to contact HC to ask for quotes for such works so that the parish council could consider whether it could take the work on.

BT 'phone box by the Inn on the Green

BT had advised that the work should be carried out at the beginning of November, as of 13 November this had not been done. The Clerk would send a reminder.

Play area at village hall

RSS had stated that work to equipment would be carried out by the end of week beginning 13 November 2017.

DT had submitted a claim for funding for a new Dinosaur slide to Aviva. Villagers had been invited to vote for the project in order to support the claim. DT reported that response from villagers had been disappointing but all agreed that the process for voting online was appalling. It was noted that the deadline for votes to be submitted was 21 November.

SCCouncillor H Clack had stated that she would be happy to contribute towards this project from her Surrey County Councillor's allowance scheme. Contact would be made with her once more information was available as to sums required.

Signs on Green/ stiles

There was no further information on either of these items.

It was agreed that Agenda Item 4, Planning matters, would be the next item on the agenda

4. Planning matters

Councillors had been informed of the following planning matters:

Planning applications - list dates

15 September 2017

Ockley Parish Council

MO/2017/1615/ACV

for Scott-Broadwood School, The Green, Ockley RH5 5TR

Nomination to have S-B School classified as an Asset of Community Value under the Assets of Community Value (England) Regulations 2012

SEE BELOW

22 September 2017

EE Ltd and Hutchinson 3G

MO/2017/1616/PLA and LBC1617

Ockley Post Office, Stane Street, Ockley RH5 5TD

Upgrade existing telecommunications installation with a new MK4 Link A/C equipment cabinet to facilitate 4G coverage

approved with conditions

13 October 2017

Mr J Dendy

MO/2017/1641/CAT

2 Orchard Cottages, Stane Street, Ockley RH5 5TP

Crown reduce one oak tree by 2 metres

objection

Mr M Woolford

MO/2017/1722/PLA and 1723/LBC

Holbrook Farm, Weare Street, Ockley RH5 5NP

Convert storage buildings to an annex, including alterations to provide habitable accommodation within the roofspace, in order to accommodate a home office

27 October 2017

Mr and Mrs Cordell

MO/2017/1845/ECL

Rill Barn, Vann Lake Road, Ockley RH5 5NS

Certificate of Lawfulness for the existing development in respect of the erection of a rear conservatory and rear dormer window

3 November 2017

Mrs S Pickard

MO/2017/1744/PLA

PCC Ockley, Okewood and Forest Green

St Margaret's Church, Coles Lane, Ockley RH5 5LS

Erect a temporary lean-to extension for no more than 3 years on the north side in order to facilitate the works of approved application MO/2016/1172/PLA to erect a single storey rear extension and a pedestrian access to new parish room

Planning decisions - list dates

8 September 2017

Mr and Mrs R Lulham

MO/2017/1108

Trout Grange, Henhurst, Cross Lane, Coldharbour RH5 4LR

(within 20 m of Capel parish)

Erect detached double garage with tractor store, following removal of existing ancillary outbuilding and erect two new garden walls
approved with conditions

22 September 2017

Mr W Smith

MO/2017/1206/PLA

Willow Lodge (Lodgelands), Beare Green Road, Ockley RH5 4PX

Erect 1 no agricultural storage barn and log storage area
refused

13 October 2017

Abinger - within 20 m of Ockley parish

Mrs Kay

MO/2017/1269/PLA

Land at Cathill Lane on junction with A29

Erection of boundary fence of 1.25 metres high
refused

Mr and Mrs J Cornell

MO/2017/1422/ECL

Rill Barn, Vann Lake Road, Ockley RH5 5NS

Certificate of Lawfulness for an existing development in respect of the erection of a single storey rear conservatory and single rear dormer window.
refused

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

see application MO/2017/1641/CAT
objection (Dendy, crown reduce one oak tree)

20 October 2017

Dallas, Gordon-Clark, Sewill and Wates MO/2016/1741/PLA
Boswells Farm, Ruckmans Lane, Okewood Hill RH5 5NE
Demolition of existing modern buildings, conversion of barns to create 3 no new dwellings,
renovation of Boswell's Farm House, creation of replacement stables and kennels, including
the replacement of staff bungalow
approved with conditions

10 November 2017

EE Ltd and Hutchinson 3G MO/2017/1616/PLA and LBC1617
Ockley Post Office, Stane Street, Ockley RH5 5TD
Upgrade existing telecommunications installation with a new MK4 Link A/C equipment
cabinet to facilitate 4G coverage
approved with conditions

Planning appeals

6 October 2017

Mr P Calvert MO/2017/0011
Youngs, Coles Lane, Ockley RH5 5LT
Erection of triple bay shed following demolition of existing

Application to have S-B School, Ockley classified as an Asset of Community Value
Villagers were at the meeting to hear discussions on this application; they left after discussions had finished. The meeting was declared open for this period of time.

A letter had been received from Jack Straw, Corporate Head of Planning at MVDC regarding the application. This had been circulated to councillors and put on the parish council website. In summary - JS had carefully considered the application and had written explaining his interim conclusions / options open to him:

- a) refuse the application on the basis it does not currently meet the legal test
- b) invite the PC to withdraw the application
- c) subject to PC agreement to an extension of the date for determining the application, JS defers issuing a formal decision to enable the PC to provide more evidence re. the requirements of the Localism Act which he had identified as being lacking.

On behalf of the PC the Clerk had asked for an extension of the date for determining the application. DT had researched the Localism Act 2011 and also case law / other information on the Act / applications made for ACV. He stated that Jack Straw was questioning whether the application met the conditions of the Localism Act. It may be difficult to persuade him that conditions have been met in the three highlighted aspects:

- i) use of the building in the current or recent past - the word 'recent' being open to interpretation
- ii) this was a school building (statutory duty placed on local authority) - however other schools that have been closed have been given ACV status. Furthermore the proposed opening of a nursery school in the building would not come under the remit of statutory duty.

Elderslie Nursery School was to close December 2017 leaving a demand for places in the village.

iii) there were a number of community events that could be highlighted as being held at the school - there was currently no access to the building but there were a number of ways in which the community could use it.

DT noted that eminent QCs had written articles about ACVs stating that the Localism Act had been badly written.

It was agreed that DT would prepare and circulate a draft letter to JS for comments. The letter would give further information about the use of the building/community together with references to other aspects/applications regarding the Act/ACVs. He would state that representatives could meet with JS if he felt that would be helpful.

GL-S stated that Guildford Diocese have claimed that they are in control of the building/site. However the trustees of the Trust originally set up with the Charity Commissioners 'to educate the poor people of Ockley' do not agree with the Diocese.

3. Correspondence

diary dates

17 November 2017 GACC AGM

Clerk's meeting

6 December 2017 MVDC Parish Clerks

Ewhurst Brickworks Community Liaison Committee

A request from the Chairman of the committee had been received asking if committee meeting reports could be put on the parish council website. They were currently put in the parish magazine. BT stated that the reports were factual and balanced - he would look over them before they were put on the website. All agreed that the Clerk could reply stating that councillors were in agreement that reports could be put on the website.

Mole Valley Community Transport

Several documents had been received regarding this topic including a pamphlet 'MV - demand responsive transport for all in the community'. Information to be put on notice boards and on the website.

SCC - consultation on admission arrangements for

Surrey's community and voluntary controlled school for 2019

Consultation details were noted - responses to be submitted by 12 December 2017.

SCC - changes at Surrey's community recycling centres

A leaflet setting out details had been put on the parish council website.

It was noted that Cranleigh and Dorking sites were not to be permanently closed but will close on a number of days during the week.

The consultation had resulted in one of the largest responses SCC had received to a consultation.

Councillors expressed concern that following the changes there would be an increase in fly tipping.

GACC

It was noted that Brendon Sewill had retired as Chairman - Peter Barclay had been appointed as the new Chairman. Various documents / links to documents had been circulated.

Benches on The Green - Ockley website

M Pratt had sent through details of the benches to Dr B Thomas and the Clerk. He would like to create a page on the Ockley website with some information about them. BT was to send details to him, LF to review and add information if available. It was agreed that there were currently sufficient benches around the Green. Any requests for further benches would have to be for replacement benches. Requests to be made to the parish council for discussion then referred to GL-S for final permission.

SCC - Surrey Waste Local Plan

A public consultation on the new plan will be undertaken between 1 November 2017 and 7 February 2018.

MV Rural Community Strategy

These documents were available in hard copy for councillors.

Surrey Police

Police statistics for September and October 2017 had been circulated.

5. Finance

payment of accounts

It was proposed by Mrs L Hogarth and seconded by Mr S Figg that the following accounts be paid:

already paid - not yet authorised

RBS Invoice Finance Ltd (Office Stationery)	
minute book	£27.93

to be paid

SSALC Ltd	
Surrey Conference Oct 2017 (DT attend)	£48.00
G E Lee-Steere	
car parking licence	£10.00
Mrs L Fletcher	
clerk's salary and admin costs	£647.40
HMRC	
tax/NI on clerk's salary	£142.09
S Dean-Webster	
litter pick	£67.50

Authorisation for payment of D Pegley's invoice for the footpath re-surfacing was also given subject to his comments/reduction of amount due regarding damage to the electricity supply box opposite the cricket pavilion. Total £11,202.00. Clerk to advise councillors before invoice paid.

Precept 2018-19 - to be discussed at January meeting. Information to be sent to councillors prior to the meeting.

6. Improvements in the village

Parish magazine

It was agreed that it would be useful to have a team working on the future transition regarding the magazine. BT and GL-S would represent the parish council supported by RH when necessary.

Football field on the Green

JP stated that the field was no longer mowed regularly so had become overgrown. As it was used for recreational purposes then she felt that the grass should be kept mown. Councillors agreed that this additional area should be added to the areas that are currently cut by Jayes Park during the summer season. As it is now overgrown it would be appreciated if it was cut before the winter. GL-S to enquire and get note of price to be charged.

7. Neighbourhood Development Plan

car park at the station

RH to obtain quotes from companies regarding gated parking/permit system.

NDP

Comments regarding the last draft, August 2017, had been received from members of the team.

A further meeting was agreed for 4 December 2017 at 7.30 pm.

Future Mole Valley

Guy Davies, MVDC had given a summary of the report at the MVDC Parish Clerks meeting held in October 2017 - minutes circulated. A consultation summary was available to view on the MVDC website.

8. Policies for review

Complaints procedures - reviewed by SF, circulated to councillors

Disciplinary and Grievance policies - updated to 2015 ACAS Code of Practice (links amended), reviewed by BT, circulated to councillors

All three policies approved by councillors.

It was noted that model policies were now available to view on the SSALC website.

Risk Assessment and Financial Regulations - to be reviewed by DT for circulation/approval at January 2018 meeting.

9. 2018 meeting dates

Dates agreed:

8 January, 5 March, 22 May, 2 July, 3 September, 5 November

Cricket pavilion to be booked for 8 January meeting. Decision on venue for future meetings to be taken on meeting by meeting basis.

10. Any other business

Scott-Broadwood School - banner on the Green

The banner that had been put up on the Green had been taken down as it had caused upset to a number of villagers. JP stated that she had been disappointed that it had then been put up at Village Greens, Coles Lane. Her understanding had been that it was not to have been put up again in Ockley. She had informed a number of villagers that this would be the case. She felt that the parish council's credibility had been undermined; that there should be

transparency about what was going to happen. It was noted that the parish council was unable to dictate to businesses / organisations as to what they advertised.

Moving on - the school buildings at Ockley will hopefully soon house a Nursery giving 8 am to 6 pm childcare, and an application for a Free School is due to be submitted.

The Parish Council has to stay impartial with regards to all the plans for the school buildings.

General Data Protection Regulations

LH drew councillors' attention to the new regulations which were due to come in to force May 2018. The Clerk had attended training on the topic and reported that further information was regularly being received. The Regulations would be an agenda item for the January meeting.

The Chairman closed the meeting at 10 pm.

Date of next meetings:

NDP - Monday 4 December 2017

PC - Monday 8 January 2018

DRAFT