

## **MINUTES OF MEETING**

A meeting of Ockley Parish Council was held in the Cricket Pavilion on Monday 4 November 2019 at 8 pm.

### **Councillors present**

Ms J Page                      Chairman  
Mr S Figg  
Mrs L Hogarth  
Mr J Lee-Steere  
Mr D Thomas  
Ms A Barclay  
Mrs L Fletcher              Clerk

Mrs H Clack, MVDC and SCC Councillor was present at the meeting

No apologies had been received

Declarations of interest:

JL-S    Jayes Park Estate (JPE)

DT took the Chair for the presentation part of the meeting.

JP took the Chair for the main business of the meeting

### **Presentation**

A representative from each of the following companies was present for the first part of the meeting together with one parishioner.

Carter Jonas                  planning consultants  
Greymoor                      development company  
Ashby Design                  architects

The representatives reported that since the September meeting they had engaged various consultants to take matters to the next stage regarding the possible development behind Elderslie. During discussions various drawings / brochures were circulated.

Surveys had been carried out: ecology, trees, bat, reptiles. Reports received had not identified any significant issues. As the house itself (Elderslie) is a listed building a Heritage and Landscape consultant had been on site to look at the relationship between the land and current buildings. Comments had been received regarding the view from the house so plans had been changed, moving the buildings over so the corridor of view was increased. Drawings identified the new position of the buildings but not the type.

Potential traffic calming measures on the A29 had been identified and shown on a drawing. The average speed camera system (not shown) was highlighted as another traffic calming measure. Discussions were held regarding access from the proposed development on to the A29; a roundabout being one suggestion; however it was thought that this would not be a likely outcome. Access from Friday Street had been discounted as visibility was not good / road narrow at the junction. However there was continued concern regarding the entrance to the proposed development. Currently no talks had been held with SCC Highways or MV (Local Plan) but plans were now at the stage that representatives felt that conversations should start. It was noted that SCC could oppose any application regarding development with access on to the A29. However if the MV Local Plan identified any significant development in the village then this would have an impact on traffic on the A29.

It was highlighted that an advantage of the proposed development was that it was hidden by trees so views of the countryside would not be spoiled.

A timetable / further details for the proposed development were noted:

- representatives would like site to have allocation in the MV Local Plan
- no planning application had yet been submitted to MV, this would be made 'some time soon'
- number of houses / type would have to be identified on the planning application
- a Local Plan would be prescriptive regarding type of properties (smaller)
- noted affordable housing (would have same spec as other properties) very important for Ockley; plans would be of great interest to councillors

Agreed that once representatives had met with SCC and MV then they would report back at a parish council meeting.

The four visitors left the meeting.

### **1. Minutes of last parish council meeting**

It was proposed by Mrs L Hogarth and seconded by Mr D Thomas these minutes be signed as correct.

### **2. Matters arising**

flashing sign at north end of village

It was noted that the branches on the trees that had obscured the sign had been cut down. Thanks had been sent to CC.

play area at village hall

Despite frequent reminders no report regarding the conifer peelings had been received from Hags. The Clerk stated that the annual inspection of the play area would be carried out November / December. This was organised by MVDC.

planning application: Six Oaks Field, Stane Street - erection of open fronted field barn  
Comments had been submitted as agreed at the September meeting.  
No decision regarding this application had yet been made.

### **3. Correspondence**

#### Diary dates

8 November 2019	Surrey Hills AONB Board / SALC Community Forum - DT to attend
11 November 2019	MV parishes Traffic Issues Meeting HC to confirm if this meeting to be held / postponed
27 November 2019	Surrey Hills symposium Our Natural Health Service
3 December 2019	Gatwick Airport Airspace and Noise Management Board Annual public meeting

#### SCC - consultation on Surrey's admission arrangements

Consultation regarding community and voluntary controlled schools for 2021 runs until Wednesday 11 December 2019.

#### MVDC - Brexit preparations (31 October 2019)

Details regarding work MVDC doing to prepare for Brexit circulated.

No longer relevant - change of date.

#### MVDC - Community Infrastructure Levy (CIL)

Guidance note regarding CIL received together with notification of amount to be paid to OPC to cover payments made over last six months.

#### MVDC - anti-littering campaign

Ockley had stated that they would work with MVDC to highlight consequences of littering from vehicles.

#### MVDC - refill Mole Valley scheme

After discussions it was agreed that the Clerk would contact local businesses regarding participation in the scheme.

#### Post Office service at Cricket Pavilion

It was noted that the service had closed temporarily in September as the member of staff was no longer able to carry on working for the Post Office. The Clerk had contacted the Post Office representative and the Postmistress at Capel to discuss the matter. Information had been made available to parishioners regarding continuing with the service. The Capel postmistress had recently informed the Clerk that hopefully the service would re-open the following week. Furthermore a business in the village had expressed an interest in opening the service at their premises.

#### SSALC - Operation Bridge

A document regarding marking the death of a senior figure had been circulated. The Clerk was to contact the Vicar to enquire as to whether the church had plans in place for such an event. Actions to be taken would be discussed at a future meeting.

#### Minutes circulated:

MV Rural Crime Engagement Meeting September 2019

MV Parish Clerks Meeting October 2019

#### SCC - Highways and Transport Services, future service and contract

Views on the consultation to be submitted by 24 November 2019.

#### SCC - Dorking and Leatherhead CRCs

It was noted that the above CRCs would remain open.

#### Police stats

Figures 2 July to 4 November were circulated. The broad scale of crime and incident types were noted.

Information had been received regarding the recent fatalities on the A29.

#### **4. Planning matters**

Councillors had been informed of the following planning matters:

##### Planning applications - list dates

6 September 2019

MO/2019/1493/PCL

April Cottage, Weare Street, Ockley RH5 5JA

Certificate of Lawfulness for a proposed development in respect of a single storey detached timber framed building

*approved 11 October 2019*

MO/2019/1497/PCL

MO/2019/1501/PLAH

Rill Cottage, Vann Lake Road, Ockley RH5 5NS

1497: Certificate of Lawfulness for a proposed development in respect of a single storey side extension

*approved 11 October 2019*

1501: Erection of a two storey side extension, rear dormer window to roof slope following demolition of existing conservatory

*withdrawn 11 October 2019*

MO/2019/1500/PLAH

Greenways, Woodland Drive, Ockley RH5 5HZ

Replace conservatory with single storey side extension with habitable rooms in the roof

*withdrawn 25 October 2019*

13 September 2019

MO/2019/1498/ECL

Rill Cottage, Vann Lake Road, Ockley RH5 5NS

Certificate of lawfulness for an existing development in respect of the conversion of a single storey outbuilding to create a living space with accompanying bedroom with shower room, with a separate storage room and study

*withdrawn 1 November 2019*

27 September 2019

MO/2019/1522/PLAH

Deerleap, Weare Street, Ockley RH5 5JA

Installation of Tricel 6 person sewage treatment system

MO/2019/1608/PLA

The Chalet, Vann Farm Road, Ockley RH5 5TF

Demolition of existing dwelling and erection of one 2 bed dwelling house

MO/2019/1652/CC

1 and 2 Park Cottages, Beare Green Road, Ockley RH5 4PX

Vary Condition No 2 of approved planning permission MO/2019/0990/PLA to erect two storey extension at rear of both properties and single storey side extension to both dwellings following removal of existing side extensions, in order to allow submission of revised drawings showing the single storey extension to both dwellings now being omitted.

4 October 2019

MO/2019/1685/PLA

\* JPE

*alternative development to MO/2019/0624/PLA approved July 2019*

The Inn on the Green, Stane Street, Ockley RH5 5TD

Conversion of barn to residential dwelling

11 October 2019

MO/2019/1742/CAT

\* JPE

The Cottage, The Green, Ockley RH5 5TR

Reduce the height of one Horse Chestnut tree by 3 metres and laterals by 2 metres, thin crown by 10% and lift to give up to 5 metres clearance from ground level; remove one Field Maple, one Lime and one Ash trees; reduce the crown of one Yew tree by up to 2 metres to give at least 1 metres clearance from outbuilding. (Includes removal of ivy and dead wood exempt works).

Planning decisions - list dates

13 September 2019

MO/2019/0573

2 Birch Cottages, Stane Street, Ockley RH5 5LU

Erection of replacement two storey garage with 2 No dormer windows to east roof elevation

*Description amended:*

*Erection of two storey building with garage at ground floor and guest accommodation with bathroom and wc at first floor*

*but then **withdrawn***

27 September 2019

MO/2019/1200/PCL

5 Prideaux Gardens, Ockley RH5 5TA

Certificate of Lawfulness for the proposed development in respect of the erection of a carport  
*refused*

11 October 2019

see above for decisions on:

April Cottage (application 6 September 2019)

Rill Cottage (application 6 September 2019)

18 October 2019

MO/2019/1502/PNQ

Elderslie Farm, Friday Street, Ockley RH5 5TE

Prior notification for change of use of agricultural buildings to one residential dwelling

(Use Class C3)

*prior approval not required*

25 October 2019

MO/2019/0822/PLAH

Greenways, Woodland Drive, Ockley RH5 5HZ

*(Erect single storey side extension following removal of conservatory, create habitable accommodation within the roof space and) erect detached garage with car port*

*ONLY erection of a detached garage with car port shown as*

*approved with conditions list dated 5 July 2019*

MO/2019/1500/PLAH

*Replace conservatory with single storey side extension with habitable rooms in the roof.  
withdrawn*

1 November 2019

MO/2019/1498/ECL

Rill Cottage, Vann Lake Road, Ockley RH5 5NS

*Certificate of lawfulness for an existing development in respect of the conversion of a single storey outbuilding to create a living space with accompanying bedroom with shower room, with a separate storage room and study*

*withdrawn*

MO/2019/0585/PLAH

Dunleith, Weare Street, Ockley RH5 5JA

*Erection of single storey side extension*

*approved with conditions*

*application listed as retrospective application for retention of single storey side extension*

#### Appeals started

20 September 2019

MO/2019/0969/CC

4 Paynes Green Cottages, Weare Street, Ockley RH5 5NH

*Removal of Condition 2 of approved Planning Permission MO/2018/1447 for variation of Condition 1 of approved planning application MO/2016/1240 to allow alterations to the fenestration to include the removal of a door on the rear elevation, the addition of a door on the east elevation and relocation of the entrance lobby, to permit use of building as an independent dwelling.*

*refused 2 August 2019*

#### Appeal decisions

1 November 2019

MO/2019/0281/PLA

Chenies, Woodland Drive, Ockley RH5 5HZ

*Erection of 3 no. houses at side and rear*

*application refused - list dated 3 May 2019*

*appeal started 9 August 2019*

*appeal dismissed 1 November 2019*

## **5. Future MV - development in Ockley / Community Led Housing**

### Future MV

It was noted that the next public consultation was expected to take place between 3 February and 16 March 2020.

Sites identified in Ockley had gone out to consultation but did not have any developers to take matters forward. Affordable housing schemes were not profitable, so mixed development favoured.

### Development in Ockley

DT reported that he had attended the Surrey Hills Affordable Rural Housing Conference in September. He had circulated a summary of information and slides. He questioned how OPC could go ahead with affordable housing in the village and the NDP (currently in abeyance). The potential development discussed earlier in the meeting could change further development in the village. It was felt that in Surrey affordable housing was not affordable enough as property prices in the county were higher than in other parts of the country. JP stated that small rental properties were required. It was noted that those receiving housing benefit were able to rent properties in the village.

DT suggested that it could be worthwhile talking to ERHA (English Rural Housing Association) who work in the south east, managing the whole process of an affordable housing project; acquiring land, building and renting out properties. They will work in partnership with other housing associations such as OHA. They only build properties in rural areas. Such an organisation has all the expertise whereas OHA/OPC has limited experience in such matters.

Social housing had drawbacks in that residents had a Right to Buy after a number of years. Furthermore those offered properties in villages often found it difficult to settle in communities with few amenities.

However it was noted that properties were required for Ockley people. Affordable rental properties that could not be purchased.

### Ockley NDP

JP stated that if the NDP was to be taken ahead then a further survey would have to be done. LH followed on by saying that the shape of the village had changed since the NDP had originally been started so considerable work would have to be done on updating content. JL-S commented that CIL contributions would increase if the village had an NDP in place. He noted that MV were currently asking for further information on sites identified for the Local Plan.

JP suggested that the matter be discussed again at the January meeting.

Plans should be drawn up for OPC to raise awareness in the village regarding the MV consultation starting on 3 February 2020. Parishioners to be rallied to respond to the consultation, the community needs to be on board.

## **6. Finance**

### payment of accounts

It was proposed by Mrs L Hogarth and seconded by Ms A Barclay that the following accounts be paid:

Viking ink cartridges - invoices and credit note	£31.81
SSALC Annual conference - Clerk attended	£72.00
ig design work on website re. Accessibility Regulations	£80.00
Mrs L Fletcher salary and Admin costs	TBA
HMRC tax / NI Clerk's salary	TBA

### online banking

The Clerk had followed up issues raised at the last meeting regarding online banking. It was noted that log in details would provide access to a number of other accounts and that only one person was required to authorise payments. It was agreed that online banking would not be set up at the current time.

### verify bank statements to budget spreadsheet

DT checked / signed the figures on the bank statements and spreadsheet as evidence of verification.

It was noted that the government was not proposing to extend council tax referendum principles to local councils 2020-21. Precept discussions would be held at the January parish council meeting. Financial information would be circulated to councillors prior to the meeting.

## **7. Application for school in Ockley**

JP had circulated information regarding the above. Funding had been received for the application from a Community Fund. Money had also been obtained from various fund raising events. There had been some expenditure required for the application but once a final reconciliation had been carried out there may be some surplus funds. It was noted that it was not known what was to become of the school site, so funds may be needed in the future. It was agreed that when final figures were available a decision could be made regarding use of funds: deposited in account for use in the future / divided between village organisations. An update of information could then be put in the magazine.

## **8. Licences for play area \*JPE, car park \*JPE and associated matters**

A scan of both licences had been circulated to councillors. It was agreed that they could both be signed and returned to Jayes Park. Signed by AB, witness LH.

JP and JL-S had spoken to the owner of the motorhome and handed over a letter requesting that he did not park overnight on the car park, School Lane. The motorhome had not been



seen in School Lane for some time. If it returned then HC suggested that the parish council contact her as it may be that the owner could be in need of help from the authorities.

It was agreed that signs be put by the car park:

*No overnight parking except by permission from the Ockley Parish Council*  
JL-S to order signs 2 x A3.

School Lane residents to be notified in advance that they had permission.

**9. Accessibility Regulations 2018**

The Clerk reported that work on the website regarding the regulations had been completed. A statement had been added to the website. It was noted that pdf documents posted on the website in future had to be tagged for accessibility.

**10. Policies / statutory documents**

**Model Financial Regulations 2019**

DT had reviewed the regulations and had noted that there had been some cosmetic changes of no significance. However one clause relating to contracts had been significantly changed and councillors should pay particular attention to 11.1.a.ii regarding contracts which now read: *for specialist services such as are provided by legal professionals acting in disputes*; a change from: *for specialist services such as are provided by solicitors, accountants, surveyors and planning consultants*.

The Clerk would amend Section 6 after discussions regarding online banking then re-circulate for adoption at the January meeting.

The Risk Assessment review would also be adopted at the January meeting (review by DT).

**11. 2020 meeting dates**

Dates circulated were agreed:

6 January, 2 March, 4 May, 6 July, 7 September, 2 November

**12. Any other business**

The Clerk reported that some oak posts around the cricket green had been renewed. She would send thanks to those who carried out this work.

JL-S confirmed that the oak tree near the pond would be re-sited when appropriate.

The Chairman closed the meeting at 10.15 pm.