

MINUTES OF MEETING

A meeting of Ockley Parish Council was held in the Village Hall on Monday 4 September 2017 at 7.30 pm.

Councillors present

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

Apologies had been received from:

Mrs L Hogarth, Mr B Thorne, Mr S Figg

Declarations of interest:

RH Governor, Scott-Broadwood School
 Committee member, Ockley Cricket Club

G L-S Jayes Park Estate
 Treasurer, Ockley Okewood Hill Forest Green PCC

Adam Bunce, 2020 Consultancy was welcomed to the meeting.

He explained that 2020 Consultancy worked with parish councils and local authorities to design, implement and manage Highways projects regarding safety disciplines. A feasibility project would be drawn up with a parish council; presented to a local authority who could then bid for funding. Capital funding was available for local authorities to implement small schemes. 2020 Consultancy could build up a business case for a parish council; presenting clear evidence to a local authority so that it had a duty of care to investigate / implement Highways safety issues. The local authority may not have funding / resources to initially carry out investigations. AB recognised that Ockley would prove a challenging project, however there were a number of things that could be suggested.

RH gave a background to work done in the village to reduce speed of traffic:

a) reduction from 40 to 30 mph speed limit. Village paid towards cost of project.

Speed of traffic has reduced in the main but still some unsafe practice.

b) Speedwatch Team on duty during the summer months.

He noted that physical barriers were difficult; street lighting is not a option. Average speed cameras may well be a good idea.

AB had the following suggestions:

a) create section of 40 mph road before entering main 30 mph stretch through the village

b) visually create feeling that motorists should be slowing down - gateway feature, road markings

c) alter footway widths - difficult on A road

d) move VAS - most effective when not in a permanent place

e) carry out automated speed surveys giving breakdown of speed throughout village (he works with companies who could do this work - payable)

A 'package' of some of these measures could be useful however guidance and legislation set by the Government would have to be noted. A feasibility study would show the best measures to be implemented.

AB stated that if the PC wanted to progress then 2020 would provide a quotation for work - a better one than one that would be given to a local authority. Work done gave a good portfolio of evidence to present to the local authority. He felt that projects done at this time of the year would be processed for work to be done in the next financial year.

G L-S queried road safety at junctions - a number of accidents occurred at the Forest Green Road junction with the A29. AB stated that work could be done on detail and design for a project, the design could be handed over to the local authority.

RH thanked AB for coming to the meeting. The work that could be undertaken by 2020 Consultancy would be discussed with all councillors then he would be contacted.

AB left the meeting.

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 3 July 2017 be signed as correct.

2. Matters arising

maintenance on The Green - JP stated that Ant Broadbent was relatively happy with work done this season. The patch of grass had been mown opposite the pavilion (enquiries to be made as to who had done the mowing / whether a contribution towards costs would be appreciated.) It was agreed that this should be mown on a regular basis and could be added to the work that is carried out by Jayes Park. A plan of work for the 2018 season would be drawn up.

Rector for parish - it was noted that there was no definite news that could be shared. G L-S stated that the project was with the Bishop. A public consultation has to be held on proposed changes.

grit bin on School Lane - no definite news had been heard regarding the drainage problem.

The Clerk was to follow up once again.

BT 'phone box by the Inn on the Green - another matter for the Clerk to follow up once again.

The 'phone box had not yet been cleaned.

defibrillator at the pavilion - JP to continue to monitor.

Vann Farm: stiles on footpath - DT reported that two stiles were in a terrible condition, one in a slightly better condition. He had checked them on 4 September 2017 and informed SCC that no action had been taken.

play area at village hall - repairs had not been carried out, Clerk would follow up once again. DT had circulated information regarding grants for play areas. He felt that the elephant slide should be replaced as the sides were not safe (risk of child getting splinters when travelling down slide). If funds were available then a claim could also be submitted for a permanent rubberised safety surface. DT / Clerk to investigate.

Other work at play area had also not been carried out - the Clerk had sent a reminder to M Osborne.

signs around The Green - the Clerk reported that J Day would be making the new signs.

footpath on The Green - re-surfacing work had not yet been done. The Clerk was to follow up.

3. Scott-Broadwood School: status of buildings / status of school

It was noted that a meeting had been held at The Diocese on 4 September 2017 with representatives from The Diocese and churchwardens from Ockley, OH and FG PCC. It would seem that The Diocese may like to build affordable housing on the school site but parishioners have other plans regarding continuing to use the buildings / site for educational purposes. M Hall from The Diocese had said at a consultation meeting that this could be possible.

After discussions it was agreed that the site and buildings should be registered as an 'Asset of Community Value'. This would give some protection for the site as the community would have an opportunity to bid if the site was put up for sale. A form would have to be completed and sent to MVDC who will assess the request for registration. DT had looked at the information and form and stated that he was prepared to complete the form for submission in consultation with others in the community.

RH stated that the Scott-Broadwood School was now consolidated on to the Capel site.

An Ofsted inspection had been held at the end of last term but due to the summer holidays the results had not yet been published.

4. Correspondence

diary dates

3 October 2017	Ewhurst Brickworks Community Liaison Committee meeting BT to attend
12 October 2017	Surrey ALC AGM and Conference DT to attend

Clerk's meetings

19 July 2017	MVDC Parish Clerks meeting cancelled Information regarding Temporary Event Notices and Code of Conduct Training had been circulated. Councillors were reminded of statutory
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provisions regarding Declaration of Pecuniary Interests forms / Code of Conduct. A power point presentation was to be sent from MVDC. A Planning Enforcement Officer would be present at the October meeting.

5 September 2017 General Data Protection Regulations training
18 September 2017 Clerk and Chairman to attend Capel PC meeting
4 October 2017 MVDC Parish Clerks

Surrey Police

Police statistics for July and August 2017 were noted.

GACC

The decision statement regarding number of night flights at Gatwick during the coming five years (no increase but no decrease) and noise levels was available on the gov.uk website.

SCC - Public Footpath 164 and Public Bridleway 162 (Ockley) - Diversion Order 2017 Public Footpath 162B (Ockley) (Part) Extinguishment Order 2017 (Vann Farm)

It was noted that the Order was confirmed on 12 July 2017 and became operational on 3 July 2017.

Surrey's Community Recycling Centres - public consultation

The Clerk informed councillors that she had been copied in to a large number of responses from parish councils and others in Surrey who were against any closure of CRCs. A reply had been received from Councillor M Goodman, SCC Cabinet Member for Environment and Transport regarding concerns raised by Ockley Parish Council.

Surrey Hills - London Marathon Charitable Fund

It was noted that opportunities exist to bid for substantial Marathon Charitable Trust funds.

MVDC - Safe Place scheme

Details about this scheme had been put in the parish magazine and on the website.

It gives vulnerable people a short term 'safe place' to go if they are feeling threatened when out and about in their local town.

5. Planning matters

Councillors had been informed of the following planning matters:

Planning applications - list dates

7 July 2017

Mr D Sawyer MO/2017/1081/CAT

Land adj to Southfield, Stane Street, Ockley RH5 5SY

Cut back branches of one Yew tree that overhang boundary

no objection

21 July 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

27 July 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

11 August 2017

Mr R Arminson

MO/2017/1335/CAT

The Flat, The Old Butchers, Stane Street, Ockley RH5 5TD

Reduce the crown of one oak tree by up to 3 metres (includes removal of dead wood - exempt works)

no objection

18 August 2017

Mr B Thorne

MO/2017/1395/CAT

The Old Butchers, Stane Street, Ockley RH5 5TD

Remove one oak tree

no objection

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

25 August 2017

Mr and Mrs J Cordell

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.

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.

Anderson Abercromby Veterinary Referrals

MO/2017/1441/PLA

1870 Building (formerly The Old Dairy), Jayes Park, Ockley RH5 5RR

Change of use of Building 'A' from open storage to enclosed archival storage, change of use of Building 'B' from storage to veterinary facilities (Use Class D1), infilling of open cartshed, south-west elevation.

(within 20 m of Wotton parish)

ABINGER parish

Weinerberger Ltd

MO/2017/1432/SCC

Land at Ewhurst (Smokejacks) Brickworks, Horsham Road, Walliswood RH5 5QH

Extraction of clay from an area of 43.2 hectares (ha) with restoration to agricultural grassland, lakes, woodland and grassland; together with the construction of a tile factory with a chimney, and the permanent diversion of footpath 89; and on a site of 113 ha with an end date of 30 April 2082. (SCC application - for consultation purposes only).

Planning decisions - list dates

7 July 2017

see application above - MO/2017/1081/CAT

14 July 2017

ABINGER - within 20 m of Ockley Parish

Gatton Manor Golf Club Ltd

MO/2016/1883/PLAMAJ

Standon Lane, Ockley RH5 5PQ

Demolition of existing buildings and redevelopment to provide a health spa and leisure facilities with guest accommodation, sports pavilion, golf practice facilities, staff accommodation, maintenance facilities and ancillary buildings. Revisions to internal access roads and servicing arrangements. Alterations to former swimming lake; provision of 2 no. tennis courts; associated hard and soft landscaping, including diversion of public right of way.

refused

Mr G Kay

MO/2017/0714/PNQ

Four Oaks, Cathill Lane, Ockley RH5 5QP

Prior notification for the change of use of an existing agricultural barn to 1 no residential dwelling (use Class C3)

parish Abinger, Ockley. within 20 m of Abinger parish

prior approval refused

4 August 2017

Capel, Ockley, within 20 m of Capel parish, within 20 m of Ockley parish

Mrs S White

MO/2016/2052/PLA

Henhurst Lodge, Beare Green Road, Ockley RH5 4PX

Erection of replacement dwelling and carport

approved with conditions

11 August 2017

see application above - MO/2017/1335/CAT

18 August 2017

see application above - MO/2017/1395/CAT

6. Finance

payment of accounts

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

Ockley, Oakwood Hill and Forest Green PCC annual contribution towards upkeep of St John's churchyard	£250.00
Ockley Cricket Club Pavilion rental (meetings and Post Office) Dec16 to Jun17	£380.00

Viking ink cartridges	£78.43
Mrs L Fletcher clerk's salary and admin costs	£591.50
HMRC tax/NI on clerk's salary	£142.09
Mr G Lee-Steere licence play area at Village Hall	£10.00
G E Lee-Steere 1992 Trust mowing banks village green	£312.00
CPRE annual membership	£36.00
SSALC Ltd GDPR training LF	£57.60
BDO LLP external audit	£120.00
S Dean-Webster litter pick June/July	£45.00

It was noted that S Dean-Webster's litter picking account allowed for a £5.00 per week payment for litter collection. It was agreed that this amount be increased to £7.50 per week as from August 2017.

external audit year end 31 March 2017

BDO LLP had completed the audit for the year ended 31 March 2017.

There were no matters that required the issuing of a separate additional issues arising report. The annual return had been made available to councillors.

The annual return, including the BDO LLP certificate, was approved and accepted by Ockley Parish Council.

The annual return and notice of conclusion of audit had been put on the website and on the parish notice board.

It was noted that BDO LLP were not the appointed auditor for the year ended 31 March 2018 onwards.

submission Scott's Well accounts year end 31 March 2017

The Clerk reported that the Annual Return had been submitted on 27 August 2017.

submission Transparency Fund application

The funding application form had been prepared and circulated to councillors.

It was agreed that it should be submitted to SSALC for approval/submission to NALC.

7. Improvements in the village

village events

An article had been published in the September parish magazine asking parishioners what they felt was needed to 'keep the village going / events to be held in the village'. It had been noted that in fact a number of events had been held over the summer months and there were more planned for the autumn - for example 'Ockley Farmers Market' now held on 1st Sunday of each month. RH stated that there were a lot of things going on in the village. These can be promoted through the parish magazine and various other means. JP suggested a simple leaflet could be distributed to all in the parish.

parish magazine

GL-S stated that the future of the magazine was under discussion because of the proposed changes in the current church parish. However it would continue as it is for a further year. Advertising brings in revenue as well as subscriptions. He had applied for a grant so that the magazine could be distributed to all in the parish free of charge. The application was turned down. He felt that the magazine should be expanded, a lot of effort goes into the production of the monthly magazine. It is currently distributed by volunteers who are mainly churchgoers. There is a cost for the Parish Administrator who looks after adverts, subscriptions, collecting contributions and administering circulation.

RH commented that if the magazine was going to disappear then it should be replaced by another form of publication.

DT said that circulation of the magazine had fallen over the years - 600 copies to 400 (in the church parish). He felt that people may be more interested in receiving a copy if it was not so 'church based'. He informed councillors about a WI magazine that had been given to newcomers to the village a number of years ago - informing them of 'what's going on in the village'. He wondered whether distributors of the magazine may be paid in the future.

GL-S suggested that the December issue went to every household in the parish, free, then there could be an increase in free numbers each month. There could be a financial contribution from the parish council.

RH said that there were a number of ways in which parishioners could access information about events in the village - various websites and Facebook pages. He was asked to discuss the contents / distribution of the magazine with Barry Thomson.

8. Neighbourhood Development Plan

car park at Ockley station

Information regarding a 'draft' contract had been sent to Abinger and Capel parish councils. They had both replied to say the parish councils were not interested in sharing the set up and costs with Ockley. However a meeting was to be held with Capel councillors to further discuss the matter. Since the project was first discussed there had been changes of clerk and councillors at Capel so it was felt that an overview of information would be useful. Increased parking availability would take pressure off parking at Holmwood station. No further information had been received regarding Network Rail charging for parking at Ockley.

RH asked that councillors gave their feedback on the re-drafted NDP, then a further meeting could be held to finalise the draft / consult with parishioners.

9. Policies for review

Councillors noted that the Complaints procedures and Grievance policies were to be reviewed at the November meeting.

10. Any other business

A Bunce, 2020 Consultancy presentation

It was noted that the incidents of traffic speeding through the village had increased over the last twelve months. There was now very little support from the Police regarding traffic speeding through the village. Speedwatch duties were often unpleasant as drivers of speeding vehicles could be abusive to the volunteers. The feasibility study that AB had left at the meeting would be circulated to all councillors. It would be decided at the November meeting whether or not AB would be asked to help with traffic issues in Ockley.

Allotments in Ockley

The Clerk had received an e-mail from an Ockley parishioner enquiring about availability of allotment sites in Ockley. The Clerk had replied stating that there were no such sites and had given contact details for Capel or Abinger parishes stating that there may be available allotments in those parishes. The following reply had been received:

Please can you confirm what plan there is to provide allotments within the parish? And when this was last discussed by the parish council? What alternative is available for a resident who wishes to have a plot made available?

The Clerk had sought advice from the county association as to the reply to be made. It had been noted that the parish council had not received any other direct requests for allotments although a few parishioners had expressed an interest in the NDP survey 2012. The reply from the county association had been very helpful stating that parish councils have a statutory duty to provide allotments if there is sufficient demand for allotments in the parish. Even if the council does not have any land there is an expectation that they will secure land even outside the parish and if necessary by compulsory purchase.

Attention had been drawn to a website 'allotmorrealotments' which is a campaigning site for increasing allotment provision.

The Clerk was asked to respond taking the advice from the county association: *'historically there has been no requirement for the provision of allotments and there is accordingly no plan in place for such provision'*.

Flytipping/other incidents requiring assistance from SCC in the village

It was noted that online reporting was effective. Parishioners should be encouraged to use the service.

The Chairman closed the meeting at 9.30 pm.

Date of next meeting Monday 13 November 2017