

## **MINUTES OF MEETING**

A meeting of Ockley Parish Council was held in the Village Hall on Monday 5 November 2018 at 8 pm.

### **Councillors present**

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

No apologies had been received - all parish councillors were present.

Also present at the beginning of the meeting:

MVDCouncillor V Michael

Mr A Hardy

Mr and Mrs R Senior

Permission was given by the above people for their names to be included in the minutes of the meeting.

Declarations of interest:

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

GL-S   Jayes Park Estate  
         Member Capel and Ockley PCC

Agenda for the meeting - the Chairman stated that items on the published agenda may be taken at a different order. The meeting would be opened to the public at times when the start/end of discussions would be shown in italics.

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

Item 5 - VM asked councillors to note the following:

- the number of houses quoted to be built on greenfield sites was a fluid number
- Affordable Housing % figure depended on number of properties built on one site. However RH stated that Ockley wanted the figure of 40% whatever the number of properties.

It was proposed by Mr D Thomas and seconded by Mrs L Hogarth that the minutes of the meeting held on 10 September 2018 be signed as correct.

## **2. Matters arising**

Speedwatch - RH reported that he was still awaiting a further reply from Surrey Police. Surrey Police had stated that they were not changing the Surrey Speedwatch system. RH had asked whether Ockley would be able to use a camera system as seen in Gloucestershire.

The Clerk had forwarded on an e-mail from SCCouncillor H Clack regarding the camera by the Inn on the Green. HC had stated that she believed the camera was being used for police surveillance.

Ockley Cricket Club - request for donation towards replacement of cricket nets

RH stated that the CC committee had agreed that there would be a delay regarding this request. Until there was a real need for nets and a commitment that they would be cared for a donation need not currently be considered.

Scott-Broadwood School, Ockley site - an application for a Free School had been submitted to the DfE on 5 November 2018. It had been an independent application - the Ockley proposal had not been accepted by the Multi Academy Trust for submission by them. GL-S stated that he would be putting an article in the parish magazine giving historical, factual information about the school. This would be an amplification/clarification of the parish council article in the November parish magazine.

'Welcome home' to the Ockley dinosaur - HC had come to Ockley to officially 'open' the new slide. Funding had been received from Aviva and SCC. DT had completed and returned the relevant evaluation report to Aviva / similarly LF had sent report to SCC. Thanks to DT for all of his work on this project.

Parish council elections May 2019 - RH drew councillors' attention to the fact that a new chairman would have to be appointed May 2019. Consideration should be made as to who would take on this position. New councillors may have been appointed / co-options to be considered after elections as in the past.

It was noted that 'Guidance for Candidates' was available from the Electoral Commission. This would be circulated to councillors. MVDC to arrange meetings / circulate information in the new year.

Rectory fence by play area - The Diocese had reported that they were still awaiting competing tenders for the fence.

## **8. Parish magazine**

A Hardy, member of the team taking the magazine forward, contributed to discussions on this item. AH had the annual costings for the magazine - 1000 to be delivered by volunteers, six times per year.

Expenditure included amounts for design/compilation, printing, website hosting.

Figures included VAT if applicable. GL-S to check VAT on printing costs - currently no VAT paid as charitable status. Clerk to follow up if VAT has to be paid.

Income to come from advertisers and overall showing small profit. Some advertising money already received.

AH to hold meeting with volunteers who currently deliver magazines. RH said that if needed, the PC could also attend this meeting.

DT stated that he estimated that 40/50 volunteers would be needed to distribute 1000 copies around the area. The current team would need to be expanded considerably; not only because of the increase in number of deliveries but also DT felt that some of the current team may soon wish to retire. Every household (Ockley, OH, FG, Walliswood) would be receiving a free copy in the future. There were some copies that got posted to people who live out of the area. Any surplus copies would be put in the churches, pubs, businesses.

Distribution plans - printers to deliver to Pavilion Cafe on a Wednesday morning. B Thorne to be on hand to organise/sort ready for delivery. Deliverers to collect from pavilion.

Editorial - to be sent to editor by e-mail. No longer able to take in to parish office. Editor and AH to meet during week to discuss re-design. Website to be set up. E-mail addresses for editor, accounts, advertising, currently 2 spare email addresses.

Final copy of current magazine will inform parishioners of what to expect in the New Year.

Many thanks to AH for all the work he has done to date on the 'new parish magazine'.

*AH left the meeting.*

### **3. Correspondence**

diary dates

28 November 2018                      Surrey Hills Symposium

SCC - consultation of admission arrangements for Surrey's community and voluntary controlled schools for 2020

It was noted that all details on the consultation and the changes being proposed were available at Surrey Says.

SSALC - updated rules regarding disqualification criteria for councillors and mayors

Councillors had been informed that the rules were available at [www.gov.uk](http://www.gov.uk).

Gatwick Master Plan for sustainable future growth

This was a 12 week public consultation. Initial responses had been sent through from GACC and MVDC. GACC would be sending information through to members as to how to respond to the consultation. Councillors would be kept informed.

Police figures September to November 2018

These figures had been circulated: 5 crimes and 13 incidents during the period.

SCC - Closure of Coles Lane

Coles Lane was to be closed for three days for carriageway surfacing work November 2018.

Verbal request received regarding provision of disabled car space at car park opposite pavilion

The Clerk reported that apparently on busy days at the Pavilion Café parking can be difficult. Those with mobility issues often turn away when they see they are unable to park near the pavilion. A request had been made for a disabled car parking space. Options are a sign/markings/cones.

It was noted that two spaces should be made available. BT to source cones and label them. Volunteers at café would have to put out / take in on Wednesdays.

#### **4. Planning matters to include ACV application**

Councillors had been informed of the following planning matters:

##### Planning applications - list dates

5 October 2018

MO/2018/1555/PLAH

Holbrook Farm House, Weare Street, Ockley RH5 5NP

Remove storage buildings. Disassemble timber framed former pigsty and set aside for re-building and re-use as part of new larger two storey building to create ancillary residential accommodation.

19 October 2018

MO/2018/1736/PLAH

4 Kings Cottages, Stane Street, Ockley RH5 5TP

Erection of detached single storey garage/workshop

2 November 2018

MO/2018/1823/PLAH and 1824/LBC

Ruckmans, Ruckmans Lane, O Hill

*Abinger, Ockley within 20m Abinger parish  
within 20 m of Ockley parish*

Erection of single storey side extension and associated alterations

##### Planning decisions - list dates

21 September 2018

MO/2017/1615

OPC

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.

*refused*

DT stated that he had been disappointed that this application had been refused.

It was noted that the legislation that the Planning Officer at MVDC had to take into account gave very little manoeuvre.

MO/2018/1326/PLA

Four Oaks, Cathill Lane, Ockley RH5 5QP

Erection of 20m x 40m all weather turn out / sand school

*withdrawn - further application made MO/2018/1586/PLA in Abinger parish (no mention of Ockley parish)*

11 October 2018

MO/2018/1447/CC

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

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

*approved with conditions*

## **5. NDP - to include Future MV, development in Ockley**

*The meeting was opened so that MVDCouncillor V Michael, Henrietta and Rupert Senior could participate in discussions.*

RH stated that following the September meeting of the parish council further feedback had been received regarding draft possible sites for Ockley. A letter had been sent to MVDC with the parish council response, copy to VM. No response had been received from MVDC to date.

VM stated that she had spoken to officers regarding the Ockley parish council response. Brownfield sites were not thought to be suitable due to their distance from the main part of the village. Farmyards were not considered to be brownfield sites. VM was pressing for clarity regarding weight to be given to parish councils, residents associations and residents views on planning in the villages/district. Local people's views should have some weight. There were strong feelings at MV Cabinet that local people's views were taken into account. A public consultation was due to be held June/July 2019 but any serious concerns should be addressed sooner than that. Planners are due to talk to landowners - this process should be gone through as early as possible so that villagers know what is happening.

VM stated that the report 'Future Mole Valley Local Plan – local housing need and principles of site selection and updating the Local Development Scheme' was due to be in the public domain during the week. She would circulate it to councillors.

RH stated that unless a response to the parish council letter was received from planning officers then further representation was not appropriate but a meeting with planners would be sought.

GL-S informed those present he had seen references that a new planning policy due to come through would give more importance on NDPs rather than on Local Plans. Currently a NDP has to be in line with the Local Plan but the new policy might mean that the NDP would override the Local Plan.

H Senior asked for a progress report on the Ockley NDP and volunteered to help to drive it forward. RH stated that it had been 'parked' as it was hoped that what had been put in the NDP reflected what Ockley wanted and that this should be reflected in the Mole Valley plan. The Ockley NDP would still need to be completed, agreed by all parties including MVDC, go through consultation, inspection and referendum. Hence the PC had decided to merge needs with Mole Valley plans.

DT commented that the Capel NDP was no longer valid as the new Local Plan was being prepared. So, until details in the new Local Plan were known it may well not be worth getting on with it.

VM stated that people in the district were disillusioned with the process as so much work had had to be done to produce a plan which may not have any influence.

JP stated that % figures for Affordable Housing should be clarified by MVDC. She was passionate about affordability. LH commented that we must be careful here as any Affordable Housing had to be financially viable - if % figures became too high then development may not be affordable at all.

RH stated that the key to the Ockley NDP was that it tied in with the District/Regional/National planning policies. There had been significant delays regarding getting sites identified.

GL-S commented that MV would not accept the need for 60% market housing on the exception site at the village hall. It had not been viable to build 100% Affordable Housing on the site. The new Local Plan would be contentious regarding number of houses to be built. R Senior expressed concern regarding village developments - if one village fights off target figures then would this mean that other villages had to have additional houses.

VM stated that MV had to be seen to be making good progress otherwise decisions would be taken out of their hands - issues had to be addressed.

H and R Senior again offered help with the Ockley NDP, houses were needed in the village. RH stated that apart from the one site; the sites in the MV plan were still compatible with the Ockley NDP. A considerable amount of time had been spent on the NDP and the team should be careful about making any changes. The stance remains regarding alignment with MVDC.

VM commented that Ockley was a very rare example of a settlement. MV planners have carried out a Constraints Analysis; they recognise the special nature of the settlement; there is a need to protect the Ockley area.

It was agreed that a meeting of the Ockley NDP Team should be held. H and R Senior to be invited to the meeting. After that meeting it may be thought helpful to have a meeting with MV Planners.

*VM, HS, RS left the meeting.*

## **6. Community Led Housing**

DT reported that he had recently attended a symposium on Community Led Housing. He had found the symposium very interesting. Speakers had outlined various ways in which the community could lead the way to setting up affordable homes in their villages. Community Land Trusts could be set up in villages in association with Housing Associations. Government grants are available for such projects. He stated that all the Affordable Housing required in Ockley could be built on one site in the village. He felt that a meeting with representatives from Surrey Community Action should set up so that detailed information could all be explained to councillors with a view to taking matters forward.

GL-S queried why DT had not said that Ockley Housing Association could take matters forward. DT stated that currently OHA had not got the management structure for such a project. GL-S commented that OHA could expand. DT agreed that this may be a possibility but that the preferred route would be through Community Led Housing which had expanded dramatically in the last few years.

It was agreed to ask a representative from SCA to come to talk to councillors about this type of housing project. It was noted that a new housing survey would be needed - the Rural Housing Enabler at SCA would advise with this survey. Suggested date Monday 3 December 2018. DT to liaise with SCA.

## **7. Traffic issues on A29**

### Summary report on Feasibility Study

The report had been received from 2020 Consultancy. The Clerk would send it on to SCCouncillor H Clack asking how the parish council could get funding for the issues identified as high priority.

Speedwatch - already discussed at Item 2.

## **9. Finance**

### payment of accounts

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

Campaign to Protect Rural England annual membership	£36.00
A Bunce, 2020 Consultancy commission: 7 day Automatic Traffic Survey in village	£240.00
Viking ink cartridges, paper cups	£104.32
Ockley Cricket club hire of pavilion: Post Office, Parish Council meeting	£100.00
Mrs L Fletcher salary and Admin costs	TBA
HMRC tax/NI Clerk's salary	TBA
S Dean-Webster litter pick August/September	£67.50
Surrey Hills Society annual membership	£25.00

### Precept 2019/20

It was noted that discussions on the precept would be held at the January meeting.

### Footpath on The Green

D Pegley had inspected the cracks on the footpath. He had stated that these were due to ground shrinkage. They could be sealed with hot poured bitumen. There would be a charge of £650 per day for 2 men, tar boiler and bitumen blocks. The work could run into a second day. It was agreed to ask DP to do one day's work. The path would then be inspected by councillors to determine whether a second day's work was required.

#### **10. General Data Protection Regulation**

The Clerk had the following to report:

- Data Protection Policy was available for signature - now signed by all councillors
- Data Sharing Agreement had been signed by ig design and the Clerk
- A further policy and report had been received through Process Matters. Councillors had read through the documents and agreed to adopt the Information Security Incident Policy. The parish council does not have a named IT provider.

#### **11. Play area at the village hall**

Official opening of the dinosaur slide - already discussed at Item 2.

Quote to remove/repair wood edging around two play area

The Clerk had not yet received the quote from Hags-Smp.

#### **12. Review of policy: e-mail and use of the internet**

LH had reviewed the policy which had then been circulated to councillors.

It was agreed to adopt the reviewed document.

#### **13. Meeting dates 2019**

It was agreed that meetings would be held on the following dates:

7 January, 4 March, 13 May, 1 July, 2 September, 4 November.

It was noted that parish council elections would be held on 2 May 2019.

Associated costs of a contested election could be in the region £2.5 to £3.0k.

#### **14. Any other business**

GL-S - informed councillors that the planning permission for the car park at Ockley station would soon run out. He would see how it could be renewed. Numbers parking on Station Approach (now chargeable) had begun to increase. However spaces were still usually available.

BT - drew councillors' attention to the earth moving at The Cottage, Beare Green Road.

GL-S stated that Jayes Estate were aware of the work being carried out.

The Clerk - made councillors aware that there would be a small oak tree being planted near the pond, in memory of a family who used to live in Ockley.

The Clerk - stated that she had asked a builder to look at the stones around the Pump.

Several were loose and needed to be cemented back down.

The Chairman closed the meeting at 10 pm.