

MINUTES OF MEETING

A meeting of Ockley Parish Council was held in the Village Hall on Monday 9 January 2017 at 8 pm.

Councillors present

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

Also present:

SCCouncillor H Clack
Mrs R Doree Chair Abinger Parish Council
Mrs D Cunningham Abinger Parish Councillor
Mrs W Goddard Ockley parishioner

Apologies had been received from MVDCouncillor V Michael.
There were no Declarations of Interest at this point of the meeting.

Proposals for the redevelopment of Gatton Manor

(see Item 4 of minutes for details of application)

It was noted that a planning application had been submitted to MVDC, appearing on the weekly list 16 December 2016. There were a significant number of documents accompanying the application on the MVDC website. The proposed development was in Abinger parish, within 20 m of Ockley parish.

*The Chairman opened the meeting to all present.
He invited RD to open the discussions.*

RD stated that Abinger Parish Council's main concern was how building materials would be transported to site. Potentially large lorries would be travelling down narrow and winding country lanes. It would appear that the building would be made of pre-cast concrete / steel which would necessitate the large lorries; it would not be possible to offload this type of load onto smaller lorries. This would also affect Ockley as the A29 / Cathill Lane / Forest Green Road came within the parish boundary. Parishioners in Abinger and Ockley have expressed concerns although it would appear that there were numbers of parishioners in the immediate vicinity who were not aware of the planning application. Abinger PC does also have concerns regarding the overall development. It is generally recognised that GM is not currently sustainable.

Benbow Stables had also been purchased by the developer and was included in the application to be converted for living accommodation for staff at Gatton Manor.

It had been suggested that the developer could purchase / rent land in Ockley so that some materials could be offloaded / kept for delivery in smaller lorries.

GL-S stated that he had enquired whether Trap Lane would be used for traffic to site - using a widened bridlepath. He had been assured that traffic would not enter the site through Trap Lane.

There were several country lanes that could be used by construction traffic: Cathill Lane, Mole Street, Standon Lane, roads leading from Walliswood. These lanes were not fit for such traffic. DC stated that new passing places had been identified in a Traffic Plan. Currently the entrances to residents' drives were used as passing places. However there would be issues regarding ownership of verges if new passing places were to be made. Such passing places may incorporate kerbstones - 'urbanising' these country lanes.

Building work would take two years but traffic to Gatton Manor would still be an issue once the health spa and leisure facilities were in use.

A Construction Management Traffic Plan would be prepared once planning permission had been granted. It would be a condition of the planning decision and would have to be approved before building could start. HC stated that SCC Highways had been sent an assessment regarding traffic and have reservations regarding the plans. SCC will be strict regarding any increase in traffic but will take into account that GM is an existing golf course. HC said that she had had a look at the plans and the narrow and winding roads had been acknowledged. HC would talk to Highways/Transport at SCC to seek their thoughts.

RH remarked: on the assumption that the plans go ahead - what would the parish councils want to be included in the CMTP? Parish council involvement in the CMTP would be key. He suggested: restrictions on delivery times, possibly having all delivery lorries travelling from A29 to GM at one time so all residents would be aware. Thus no necessity for additional passing places.

JP stated that the parish councils would want to be consulted on the CMTP.

The two parish councils should report to SCC as to what is acceptable.

It was noted that the development should bring financial contributions with regards to Community Infrastructure Levy.

RD stated that an extension of time to comment had been granted by MVDC - the new date being 27 January 2017. HC advised that parish councils should ensure that the application went to Council for a decision; not just to officers at MVDC. If sufficient representations were made regarding the application then someone from the community could speak when the application was being considered by Council. HC asked that copies of comments be sent to her.

RD and DC left the meeting.
The meeting remained open.

1. Minutes of last parish council meeting

It was proposed by Mr B Thorne and seconded by Mr D Thomas that the minutes of the meeting held on 7 November 2016 be signed as correct.

2. Matters arising

Speedwatch - RH stated that he had still not heard from Surrey Police regarding the camera system video recorded registration number and speed of vehicle. He would chase this up.

maintenance on the Green - RH said that he had not yet been able to attend a meeting of Ockley Society to discuss. BT will raise at the next Ock Soc meeting.

posts on The Green - BT commented that as yet nothing had been done to the posts.

vehicle activated signs - HC updated councillors:

She had not formally heard back from officers at SCC but it was acknowledged that the signs were now out of date. Charlwood and Newdigate parish councils were in the process of purchasing new ones - these would be owned and maintained by the parish councils. This may be a more reliable way forward. Some funding may be available through HC's members local allocation.

grit bin on School Lane - HC updated councillors:

grit bin is on the way - P Manwaring, SCC had been carrying out investigations on School Lane. A blockage in a main pipe had been found, further investigations to follow.

Rector for parish - GL-S had nothing further to report.

crime statistics - the November/December report had been received and was circulated.

It was noted that 'Admin reports' covered day to day business such as upcoming events, officers making visits, requests from other forces etc.

Vann Fest - the Clerk reported that she understood that J Miles and C Mason, Ockley Society had made contact. She had heard nothing further from JM.

3. Correspondence

diary dates

24 January 2017

Rural Surrey LEADER workshop (grant funding)

20 February 2017

SCC Prospective Councillors Event

2 March 2017

SSALC Spring Conference

9 March 2017

Surrey Countryside and Rural Enterprise 2017 Conference

SCC - Public Bridleway 162 and Public Footpath 164 (Vann Farm) - Proposed Diversions

Responses to the letter had had to be made by 9 January 2017. Councillors had not objected to the proposed diversions but asked that the bridleway should be surfaced. Councillors had

stated that it would be useful to know where a new bridleway was to be situated. Again surfacing and maintenance work should be considered. DT had followed up the letter by stating that work needed to be carried out on the stiles in this particular area and that this should be carried out when work was done on the bridleway and footpath.

SSALC

Information documents had been circulated to councillors. A survey regarding parish councillors having the same rights as principal authority councillors being able to claim the Dependents' Carers' allowance was completed and would be submitted by the Clerk.

Gatwick Airport

It was noted that Gatwick Airport had launched a revised aircraft noise complaints handling policy.

GACC - concentrated flight paths

It was noted that the Government had promised a change of policy.

Sutton and ESW plc

Works were to be carried out involving a road closure (Standon Lane).

The Clerk had forwarded the information to the Abinger clerk.

4. Planning matters

Councillors had been informed of the following planning matters:

Planning applications

25 November 2016

Dallas, Gordon-Clark, Sewill and Wates MO/2016/1741/PLA; 1742,1743/LBC

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

2 December 2016

Mrs M Zandona

MO/2016/1782/PLAH

Hazel Cottage, Elmers Road, Ockley RH5 5TL

Insertion of a first floor window in the north facing side elevation

16 December 2016

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.

23 December 2016

Mr A Whiddett

MO/2016/1956/SCC

Countryside Access Office SCC

Public Bridleway 162 and Public Footpaths 162a and 164, Ockley

Proposed diversion of public bridleway 162 and footpath 164, extinguishment (part of)

FP162b (Ockley), District of Mole Valley, Section 119 Highways Act 1980

(SCC application - for consultation purposes only)

6 January 2017

Mr and Mrs Rhodes

MO/2016/1996/PLAH

Newlands, Weare Street, Capel RH5 5JA

Erection of 3 bay oak framed car port

Planning decisions

9 November 2016

Mr M Armes, c/o haus ltd

MO/2016/1466/PLAH

Russetts, Weare Street, Capel RH5 5HY

Erection of single storey side and rear extensions; creation of first floor and remodelling of dwelling

refused

10 November 2016

Mr M Walter

MO/2016/1341/CC

Barn at The Roost, Paynes Green, Ockley RH5 5NH

Variation of condition 2 of approved planning permission MO/2015/1974

for the erection of 2 no dwellings to allow changes to doors and windows and repositioning of detached garages in accordance with Drg Nos J002250/PL01, PL02A and PL04A

approved with conditions

11 November 2016

Mr P Horwell

MO/2016/1259/PLAH

1 Hitch Hurst Cottages, Stane Street, Ockley RH5 5TH

Insertion of 1 no. dormer window to rear roof elevation

approved with conditions

22 December 2016

Mr W Smith

MO/2016/0394/ECL

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

Certificate of Lawfulness for an existing use in respect of the property being built as a chalet bungalow with habitable accommodation in the roofspace

refused

Land at Heathwood, Ockley Road, Beare Green

Councillors noted that work had been carried out on this land:

new gate, fencing, path, wooden building

It was thought that the property had new owners.

The Clerk was to ask Enforcement Officers at MVDC to check whether this was work that could be carried out.

5. Finance

payment of accounts

It was proposed by Ms J Page and seconded by Mr G Lee-Steere that the following accounts be paid:

| | |
|--|---------|
| Mrs L Fletcher salary and Admin costs | £636.43 |
| HMRC tax on Clerk's salary | £140.28 |

submission of Scott's Well accounts year end 31 March 2016

The Clerk informed councillors that the accounts had been submitted 11 November 2016.

budget/precept 2017-18

Information had been made available to councillors to assist with the decision regarding the precept for the forthcoming year. It was noted that the Secretary of State had acknowledged that Town and Parish Councils play an important role in civic life. Council tax referendum principles had not been extended to parish and town councils in 2017-18. However the level of precepts set by these councils will be kept under close review.

DT opened the discussions by noting that the precept for the current year had been £10,000. The estimated carry forward to 2017-18 was £10,019 estimated expenditure for 2017-18 was £12,221.

Possible improvements in the village had also to be taken into account:

car park at station - no figures yet known
footpath on village green (grants may be available)
play area
purchase of VAS

DT felt it was therefore clear that a precept of £10,000 would not be sufficient to cover expenditure in the forthcoming year. Furthermore more funds were needed in reserves. He suggested a precept of £15,000. JP expressed concern that parishioners would think that this was a huge increase; this would be shown in their Council Tax statement for the new year. It was agreed that an article in the parish magazine / website should provide an explanation for parishioners; although it was recognised that not all parishioners would avail themselves of information through these channels.

HC informed councillors that SCC would have to discontinue some services due to budget restraints. Parish councils may decide to take on additional responsibilities.

Following discussions and taking into account all of the above considerations:

It was proposed by Mrs L Hogarth and seconded by Mr D Thomas that the precept for 2017/18 should be increased to £15,000. All councillors were in favour.

The form was signed by LH and DT and would be submitted to MVDC.

transparency fund claim

The Clerk informed councillors that the claim had been submitted to SSALC. It had been forwarded to NALC for consideration.

6. Improvements in the village

Play area at the village hall

The *annual inspection report* had been received from MVDC and circulated to councillors. It recommended that bark be topped up and replacing some of the timber posts as they seemed to be decaying.

The Clerk reported that she had met with a representative from Sovereign Design Play Systems and subsequently received a quote for *alternative safety surfacing*:

- a) grassguard tile £14,852
- b) wetpour £26,333

The cost of the removal of existing bark was a considerable part of the quote and the representative said that many organisations took the decision to just continue topping up the existing bark.

The Clerk had received the quotation for the *operational inspections* from RSS.

Price per visit £90 - 3 visits per year £270.

Main annual inspection £125.

A report would be sent out following an inspection together with a quotation for work.

Minor repairs could be carried out at the time of inspection - blanket purchase order required with expenditure limit.

Agreed

- i) would not pursue alternative safety surfacing but
- ii) quotes to be obtained from AHS (MVDC contact) for supply and spread of bark (hardwood chips). The Clerk would also get an updated quote from RSS (2015 supply only for bark £2136) and Sovereign.
- iii) accept quote for operational inspections, 3 per year, with expenditure limit on each inspection of £180.
- iv) as annual inspection arranged by MVDC do not require annual inspection

Footpath on the Green

Quotes for work had been received:

- J Allfrey total £11,900
- D Pegley total £8835

DT commented that as part of the quotes included preparation work - sweep off loose material, trim back grass edges this could perhaps be done by the community. A work party had done this several years ago, an event organised by the Ockley Society.

Agreed

- i) Meeting to be held with D Pegley to discuss quote - would community led work be acceptable
- ii) Clerk to organise meeting with DP - RH, DT, BT to attend

Noted - MVDC has funding available for environmental improvements. Clerk to complete funding application form and submit.

7. Neighbourhood Development Plan

car park at station

RH reported that he had contacted Network Rail regarding 'easement' but was still awaiting a reply. He would chase up.

Stane Gate - notification of public inquiry

This would be held on 23 May 2017 and may last for three days.

RH stated that the parish council had been advised by G Davies, MVDC not to enter into any further correspondence with the developers (Copperwood Development Ltd).

The result from this inquiry would inform the Ockley NDP team what would be acceptable as far as further housing in the village was concerned.

village hall housing development

GL-S reported that JL-S had done some further work regarding a possible amendment to the development which may make it 50% affordable housing. However this would mean withdrawing the current permitted application and submitting a new one.

agree next steps

RH commented that he would like move forward regarding further housing in the village.

The Clerk was asked to contact C Calvert to enquire as to whether there were any updates regarding housing in the Ockley Court area.

It was noted that it may be necessary to update details of the 2012 survey at some stage.

8. Terms of reference, risk assessment, financial regulations

The above documents had been circulated to councillors with particular responsibility regarding review given to SF (TOR) and DT (RA, Fin Regs).

No changes to the TOR had been suggested by SF.

Minor changes to the Risk Assessment had been suggested by DT.

2016 updates had been included in the Financial Regulations by DT.

Councillors agreed to the changes in the documents.

The Standing Orders would be sent out for review before the March meeting.

The Clerk was to prepare a spreadsheet setting out all the policy documents that the parish council now has on file. Review dates would be entered on the spreadsheet.

9. Any other business

JP - enquired about strimming / maintenance work around the Green. BT was to discuss at the next Ockley Society meeting.

HC - stated that she currently had funds in her Members' Allocation that had to be used before the end of the year. Eligible projects may include footpath work on the Green, work on the Village Hall (BT). VAS would not be eligible for funding at this time.

The Chairman closed the meeting at 10 pm.

Date of next meeting 6 March 2017 (apologies GL-S)