

MINUTES OF MEETING

A Meeting of Ockley Parish Council was held on Monday 6th July 2026 at 7.00pm at Ockley Village Hall.

1. Attendance and apologies for absence

Councillors Present:

Mr J Wright Chairman
Mr J Lee-Steere
Mr G Swindle
Miss A Barclay Clerk
Mrs L Fletcher Temporary Clerk

Mrs H Clack – Surrey County Councillor
Secretary – Ockley Village Hall
David Cowan – Surrey Rural Housing Enabler
Sergeant Hannah Whatham – joined meeting at 7.30 pm

Apologies were received from Mr V Trefry & District Councillors
Note: 7th June belated e-mail apologies received from Mr C Calvert
Also present: 1 parishioner.

2. Declaration of interests and notification of changes to members' interests

JL-S Jayes Park Estate JPE
Treasurer and Committee Member Ockley Housing Association
Churchwarden of St Margarets Church and Trustee Ockley School Building

3. Public Session (allocated time of 15 minutes at the discretion of the Chairman)

The parishioner present gave thanks for the village green maintenance that had taken place stating that the village was looking very trim and tidy.

David Cowan from Surrey Community Action spoke about his role providing services to connect local people with rural developments. SCA act as an enabler to bring together developers and local associations on exceptional development sites to provide affordable housing dedicated to local people in perpetuity. It was agreed that DC should communicate with CC regarding the village NDP. AB to action.

4. Approval of minutes of meeting held on 11th May 2026

Councillors agreed these minutes could be signed as correct. JL-S proposed, GS seconded.

5. Vacancy for parish councillor

At present there is no volunteer for this role.

6. Correspondence / diary dates

All correspondence had been circulated by email. AB suggested it was not necessary to have this item on the agenda due to the ability to email correspondence. It was agreed to remove this item from future agendas.

7. Planning matters

The planning list dated from 2nd May 2026 to 5th July 2026. Information had been circulated to councillors on a weekly basis. The list had been made available on the web site. No comments had been received regarding any of the applications/ decisions. It is shown at the end of the minutes.

8. Policies update

The following policies had been reviewed by councillors:

Lone working, Recording of Public Meetings, Retention of Documents, Risk Management, Reporting of Information Security Incident, Health and Safety, Grievance, General Reserves.

They would be put on the website. The Policies spreadsheet would be updated.

Two further policies would be reviewed at the September meeting:

Disciplinary, E-mail.

Appointment of Staffing Committee

It was agreed that JW would chair the committee with two other councillors to be appointed.

Noted that three other councillors may at some stage have to be appointed to a sub-committee.

9. Finance

a) accounts to be paid

Councillors approved the following accounts for payment:

already paid but not yet authorised

Mrs L Fletcher	
Salary month 2	£1864.80
Ms A Barclay	
Salary, allowance month 2	£845.08
HMRC	
Tax/NI on salaries month 2	£813.61
James Garside Planning Ltd	
NDP work	£421.88
IG Design	
Website hosting renewal	£40.00
Information Commissioner's Office	
Annual renewal fee	£52.00
Ms A Barclay	
Salary, allowance month 3	£845.08

HMRC
NI on salary month 3 £60.31

yet to be paid

Mulberry and Co
Payroll services April, May, June £144.00

Mrs L Fletcher
Hours worked May, June + expenses 54 hours + £15.10 expenses

S Dean Webster
Litter pick Feb to May 2026 £127.50

b) verify bank statements to spreadsheets

Finance spreadsheets had been circulated to councillors.

JL-S checked figures to bank statements and verified all figures correct.

c) add signatories to bank account

It was agreed that GS and AB be added as signatories.

LF to complete bank mandate to submit to NatWest / to be completed by GS/AB.

JW/LF to authorise these new signatories on bank mandate.

d) finance report

LF reported that the CIL payment from MVDC had been paid into the account.

A payment had been made to J Garside re. work done on the NDP. Other payments as shown in section (a) – salaries, payroll etc.

10. Crime and Speedwatch figures.

Sergeant Hannah Whatham spoke to council. HW advised that there had only been 10 incidents reported recently and that there was no pattern or particular spate of crime taking place in the area. There was a reminder for people to ensure garages, out buildings and garden machinery should be kept locked. HW left leaflets on crime prevention for local distribution by AB.

Operation Downsway was taking place through the summer months, which is an initiative to crack down on anti-social motor bike riding through Surrey and Sussex.

HW was asked about the possibility of an average speed camera for the village she said this could be raised with the Speed Management Team. It was well known that Ockley has a problem with speeding motorists and that current road safety measures don't really work. Average speed cameras were costly and came with street lighting.

HC will write to the TDP team at MVDC.

11. Ockley NDP

JW gave update in CC absence. There had been a very good response to the call for Steering Group volunteers and an initial informal meeting of the new team was held on 24th June. There had been much drive and enthusiasm for the NDP. A small sub group were to refresh the "Visions & Objectives" of the NDP. A work space had been set up in the SLACK app. One parishioner present talked about the current bus service being unfit for purpose and it was confirmed to them that public transport formed a part of the NDP. There was also the mention of better services for local youths.

12. School Buildings, School Lane.

JLS advised that there was no firm progress at this time. It was suggested that a letter should be written to the Bishop of Guildford. JLS explained that the Diocese of Guildford is in a period of interregnum following the passing of the Right Reverend Andrew Watson, the 10th Bishop of Guildford, on March 3, 2026

13. Parish Newsletter.

At the May meeting a parishioner had suggested the formation of a village newsletter to be distributed by email. AB had researched the GDPR of this. There was some cost involved in setting up and holding people's personal data correctly. Time to write and send out a newsletter had to be factored into the clerks' duties, plus keeping a mailing list up to date. It was decided that this was not viable as news would be "old" by the time a newsletter was sent out. AB advised that there was good engagement on the OPC Facebook page from all ranges of the local community. It was deemed that the present methods of communicating with the village, namely OPC website, Facebook, Woof magazine and village notice board, were sufficient at this time. In the future consideration might be given to the creation of a Parish Council App for mobile phones.

14. Tree at play area.

The planning application had appeared on MVDC system after 2 weeks delay due to their backlog. The tree surgeon was chasing and had a preliminary date schedule for felling the tree.

15. Chain link around the cricket pitch

The cricket club were asked to provide a quote for the replacement of posts and chain.

16. Land south of Coles Lane

JW reported that the urban drainage scheme had been approved. VT had met on site with Highways and fed back a complaint about the safety of the newly created junction at Station Approach. JW and GS reported that the new kerb line presented an accident risk and a danger for pedestrians. JL-S and HC had previously met with IT of SCC Highways. IT was to provide additional information after that meeting but his report had not yet been received. HC agreed to chase.

17. Kerbs – Stane Street

SCC aware of the issues with the kerb heights. AB is to connect with HC in mid-September for an update on works.

18. Randhawa Farm

The EA are still blockading the site however it will be opened on July 17th for a limited time in the day to allow removal of waste. A second appeal had been made against the planning enforcement by MVDC. AB to respond to this duplicating the response that had already been sent in for the first appeal.

19. Ockley Sewage Works - Damage to footpaths by water company

AB is to write to Thames Water about this. JL-S to provide contact details to AB.

20. Dredging of Weavers Pond

J-LS advised that the pond did not fall under the remit of OPC, it was a matter for JPE.

21. Posts around The Green

AB had asked for 2 quotes to install approx. 100 posts around the green. AB to meet with JL-S for exact location to be discussed. Parishioner advised they cause a problem with mowing and that the posts in front of the pavilion had been removed because of this. AB was to look at minutes to check if permission had been given to remove the posts.

22. Tree Funding

Some funding was available for new tree planting. No decision was taken on whether any should be done.

23. Scott's Well

Thanks were given to parishioner for repairs to the broken paving slabs.

Next meeting Monday 7th September 2026.

The Chairman closed the meeting at 9.02 pm.