

MINUTES OF MEETING

A meeting of Ockley Parish Council was held at Ockley Village Hall on Monday 6 September 2021.

Councillors present

Mr D Thomas Chairman
Ms A Barclay
Mr B Thorne
Mrs L Fletcher Clerk

Apologies had been received from Mr J Lee-Steere and Ms J Page (work commitments).

One parishioner (a member of the Speedwatch Team) was welcomed and was present for part of the meeting (P).

Declarations of interest:

BT Chairman Ockley Village Hall Management Committee

1. Minutes of meeting held on 5 July 2021

These minutes had been circulated to all councillors.

It was proposed by BT and seconded by DT that they be signed as correct.

2. Updates on minutes

school buildings

DT reported that a team had been set up to look into how the buildings might be used as a community hub. Team members were current/past churchwardens, one with experience in writing business plans and DT. It was noted that the buildings are an asset to the community. Meetings of the team had been held and action points agreed:

- contact Diocese to chase up surveys and costings which will help to inform on ongoing costs
- looking into S554 agreement that will be necessary to change the terms of the trust if plans go ahead
- setting up meetings with organisations in the village to discuss how all can work together without competition
- register with SCC Your Fund where capital funding may be obtained
- contact Leatherhead Community Hub to get ideas as to how to go ahead
- investigate current financial position of the Trust

The Green

posts - BT reported his contact unable to do the work. JPE to be asked if estate could carry out the work.

benches - Clerk reported that she had contacted the local building firm regarding repair/replacement of bench. She had not received any reply.

motorhome - Clerk reported that she had contacted Surrey ALC regarding issues with regards to the motorhome. She was awaiting a response from their solicitors.

responsibilities on the Green - no updates had been received.

safety on bend at Heathfield Cottages - AB stated that she had contacted HC to see if there was any progress to report. As yet she had received no update.

speed app being used by local parish council - details of the app had been sent through to all councillors. As yet no further progress had been made, although it had been suggested that details could be given to some 'tech savvy' people who may be able to help set up the system. An explanation of the app was given to (P) and details were to be sent through to him.

It was noted that correspondence had been received from a parishioner about traffic speeding through the village. He had been informed that this was an ongoing problem and the matter had been raised many times with SCC, MVDC, Surrey Police and local councillors. A letter had been sent to the local MP outlining the concerns, with copies to SCC/MV councillor and the parishioner.

It was further noted that a report had been received from the Ockley Community Speedwatch Team Co-ordinators. The team had relaunched monitoring May 2021 after inactivity during the pandemic. During that period the national organisation had made changes regarding training for volunteers (now mandatory and pass in test required). Data is submitted to a national database. Currently Ockley has a core team of six volunteers so only one session a week organised. New volunteers need to be recruited and trained. In order to improve coverage of monitoring the team need a second speed gun. The Parish Council were asked to consider contributing to the purchase. A quote for a new gun had been provided with the report.

DT queried whether the gun was approved by the police - yes this was confirmed and also that the police maintain it. It was recognised that there was a need for more volunteers. An additional gun could mean that two teams could be in action at the same time. It would also be useful to have an additional gun as a backup.

It was agreed by councillors present that OPC purchase an additional gun.

The cost as quoted in the report 'Starter Kit 3 - Bushnell Radar Gun' £446.50 (exc VAT). The Clerk would inform the Lead Co-ordinator as to this decision and obtain details as to how to purchase the gun.

camping at Vann Farm - it was noted that the site was operating legally. Although busy at the beginning of the season there had not been many campers during August. It was thought this could be due to travel restrictions being eased.

planning issues - the Clerk reported that she had raised queries with MV planning officers re. Future MV and been informed that allocated sites could not be disclosed in advance of MV Committee papers. Also it was not possible to give details of any planning application until they had been registered as valid. It was noted that there were currently three significant applications waiting to be validated at MV. DT stated that the Coles Lane application now showed comments from Highways. He would look at the details and it may be that he would suggest that OPC make further comments.

3. Correspondence

Diary dates

12 October 2021

Surrey ALC AGM

DT unable to attend, AB to attend if available

Surrey Transport Plan 2022-2032 Consultation draft

West Sussex Transport Plan 2022-2036

The Chairman noted that both consultation plans required responses in October.

He was not proposing that OPC submitted any responses.

SCC - Notices under Section 31(6) Highways Act 1980

Information regarding deposits made were to be found on the SCC website and concerned footpaths in the parish.

Gatwick Airport

A public consultation was to be launched (9 September to 1 December 2021) on plans to bring the existing standby runway into routine use, alongside its main runway.

4. Planning matters

Planning lists received since July meeting

Councillors had been informed of the planning matters as shown below and had had no comments to make on any of the circulated information. No further information had been received from MVDC / developers regarding any of the major developments in the village. A Consultation Event for parishioners had been held in July by the developers of the Elderslie site.

Planning applications - list dates

9 July 2021

MO/2021/1106/PLA and 1107/LBC

Boswells Farm, Ruckmans Lane, Okewood Hill RH5 5NE

Repair and conversion of listed farmhouse to a single dwelling (Plot 1). Repair and conversion of listed barns to create a single dwelling including a new conservatory link to join the buildings together (Plot 2). Provision of a new dwelling on the south-west corner of the site incorporating the re-use of some existing farm buildings as domestic outbuildings (Plot 3). Provision of 2 nos. double car ports (one for plot 1, one for plot 2). Retain existing vehicular access for Plots 1 and 3 and provide a new access in the north-east corner of the site for Plot 1.

MO/2021/1118/PLAH

The Oaks, Weare Street, Ockley RH5 5JD

Installation of balcony at first floor level on rear elevation

see decisions

23 July 2021

MO/2021/1283/PLAH

1 Kennel Cottages, Ruckmans Lane, Okewood Hill RH5 5NE

Demolition of single storey element and erection of single storey rear and side extensions

30 July 2021

MO/2021/1370/PCL

Oke Cottage, Stane Street, Ockley RH5 5LU

Certificate of Lawfulness for the proposed development in respect of a loft conversion with rear dormer window

6 August 2021

MO/2021/1349/DEA

Stylehurst Farm House, Weare Street, Ockley RH5 5JA

Prior notification for the erection of an agricultural building of 9.3 m x 5.6 m for the keeping of bees and harvesting honey

see decisions

MO/2021/1359/ECL

Abinger within 20 m of Ockley

Benbow Stables, Trap Lane, Ockley RH5 5X

Certificate of Lawfulness for the existing use of the staff accommodation building as an independent residential building with associated curtilage

20 August 2021

MO/2021/1466/CERTLB

Ockley Station, Station Approach, Ockley RH5 5HT

Certificate of Lawfulness for the proposed development in respect of maintenance works to waiting shelter on platform and subway

see decisions

27 August 2021

MO/2021/1476/LBC

Boswells Farm, Ruckmans Lane, Okewood Hill RH5 5NE

Building B12 (Farmhouse) - install tin roof, remove and set aside roof coverings, reduce and set aside central brick chimney to level of stone chimney breast, remove internal concrete hound lodges, remove internal cement screeds, remove and set aside Charlwood stone floor flags, remove modern concrete block and brick walls and infil panels.

Building B11 (Barn) - remove internal concrete hound lodges and remove internal modern brick wall and felted roof over hound pen. Pigsty - remove internal concrete hound lodges.

External – demolish modern low brick walls and railings, forming hound pens to allow telehandler access. Modern shed – demolish concrete block and metal profiled flat roofed hound pen (including hound lodge) south of B12.

MO/2021/1544/PLAH

Midways, Weare Street, Ockley RH5 5NW

Construction of outdoor swimming pool and associated hardstanding

MO/2021/1578/CAT

The Cottage, Love Lane, Ockley RH5 5TP

Remove 3 no conifer trees (includes work to conifer hedge - exempt works)

3 September 2021

MO/2021/1653/CAT

application made by BT

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

Remove 2 no Ash trees

MO/2021/1000/PLA

Abinger, within 20 m of Ockley

Woodstock House, Mole Street, Ockley RH5 5PB

Erection of 2 no buildings following the demolition of the existing buildings on the site.

Planning decisions - list dates

9 July 2021

MO/2021/1021/PLAH and MO/2021/1022/LBC

Youngs, Coles Lane, Ockley RH5 5LT

Erection of one greenhouse following demolition of two greenhouses and one nursery frame
withdrawn

MO/2021/0714/PLA

The Chalet, Vann Farm Road, Ockley

Erection of 1 no dwelling following removal of existing
approved with conditions

MO/2021/0563/CAT

*JPE

The Cottage, The Green, Ockley RH5 5TR

Crown lift one Yew tree to give 3 metres ground clearance.

Remove group of Ash trees

no objection

16 July 2021

MO/2021/0749/PLAH

Oke Cottage, Stane Street, Ockley RH5 5LU

Erection of single storey rear extension following removal of existing single storey rear
element

approved with conditions

23 July 2021

MO/2021/0979/PCL

Abinger, within 20 m of Ockley parish

Woodstock House, Mole Street, Ockley RH5 5PB

Certificate of lawfulness for a proposed development in respect of the erection of two storey
rear extensions, single storey side extensions and 2 no rear dormer windows.

refused

30 July 2021

MO/2021/0873/PCL

Orchard Cottage, Weare Street, Capel RH5 5JD

Certificate of Lawfulness for the proposed development in respect of the conversion of
stables to library/home office

approved

MO/2021/1021/PLAH

Youngs, Coles Lane, Ockley RH5 5LT

Erection of one greenhouse following demolition of two greenhouses and one nursery frame
approved with conditions

6 August 2021

MO/2021/1098/LBC

Greenside Cottage, Stane Street, Ockley RH5 5TD

LBC to remove roof tiles, replace any broken roof structure and gullies and replace broken
tiles with hand made clay tiles, re use any good tiles and place on the front side of house.

approved with conditions

13 August 2021

MO/2021/1118/PLAH

The Oaks, Weare Street, Ockley RH5 5JD

Installation of balcony at first floor level on rear elevation

approved with conditions

MO/2020/2400/PLA

Standon Brook Field, Standon Lane, Ockley

Change of use of land to tourism. Erection of 2 no timber pods with associated access, parking and landscaping for the purposes of tourist accommodation

parish of Abinger but site discussed at parish council meetings

approved with conditions

MO/2021/0969/PLA

Oakdale Farm, Weare Street, Ockley RH5 5NN

The creation of a sand school in the existing paddock

approved with conditions

20 August 2021

MO/2021/1466/CERTLB

Ockley Station, Station Approach, Ockley RH5 5HT

Certificate of Lawfulness for the proposed development in respect of maintenance works to waiting shelter on platform and subway

approved

MO/2021/1283/PLAH

1 Kennel Cottages, Ruckmans Lane, Okewood Hill RH5 5NE

Demolition of single storey element and erection of single storey rear and side extensions

approved with conditions

27 August 2021

MO/2021/1349/DEA

Stylehurst Farm House, Weare Street, Ockley RH5 5JA

Prior notification for the erection of an agricultural building of 9.3 m x 5.6 m for the keeping of bees and harvesting honey

prior approval refused

Land to the south of Cathill Lane (parish of Abinger)

Correspondence had been received regarding development on this land.

A MVDC Planning Officer was to look into the matter.

5. Finance

a) accounts to be paid

It was proposed by BT and seconded by AB that the following accounts be paid:

G E Lee-Steere 1992 Trust
work on oak tree by play area

£390.00

David Chaffe for Process Matters DPO Contract for one year		£150.00
Ockley Village Hall re-issue unrepresented cheque, hire of hall 2019/20 (DT authorised)	*BT	£27.00
St Margaret's Church donation towards upkeep St John's churchyard		£250.00
Mrs L Fletcher Clerk's salary and Admin costs		TBA
HMRC tax and NI on Clerk's salary		TBA
S Dean-Webster litter pick June/July		£67.50

b) year end 31 March 2021 submission to Charity Commissioners: Scott's Well accounts
The Clerk reported that this had been submitted on 10 August 2021.

c) signatories on bank accounts

LH now also to be taken off as a bank signatory.

BT to be added as a signatory.

d) verify bank statements to budget spreadsheet

It was noted that verification had yet to be received.

6. Footpaths in the parish

DT reported that four stiles had been identified for replacement:

- A29 opposite Park Farm self closing gate access difficult
- A29 below Stane House self closing gate close to A29
- beyond windmill kissing gate issues re. gas pipe
- beyond graveyard kissing gate no issues

A local Ramblers Association would now carry out the work at the end of September when permissions regarding the kissing gate being installed near to the gas pipe had been obtained. It was noted that there were still up to eighteen stiles that had been identified as needing attention. Repairs are the responsibility of landowners but identification of landowners is not always easy. Additional funding would be needed if the parish council were to organise repairs; total cost being below the amount eligible for claims through SCC Your Fund. Currently five projects registered with SCC Your Fund - church, village hall, community hub, pavilion, stiles.

It was noted that signposting was SCC responsibility but perhaps arrow markings could be done by Ockley volunteers.

7. Crime

Police statistics 5 July to 6 September 2021

Nine incidents and four crimes noted.

8. Social matters

Covid assistance/volunteers

AB reported that she was still supporting one (out of parish) person.
Clerk to delete all information regarding Covid assistance.

9. SCC Your Fund

Currently five projects registered with SCC Your Fund - church, village hall, community hub, pavilion, stiles.

10. Future MV: Ockley NDP

DT reported that a meeting had been held with a consultant who would assist with the NDP if approval given for his appointment. A meeting of the Team to be held the following week.

11. Casual vacancies

It was noted that Mrs L Hogarth had resigned as a councillor. This second vacancy had been advertised on the parish council website and notice board. The Chairman and Clerk had met with a parishioner who had expressed an interest in becoming a parish councillor. The parishioner had been unable to attend this meeting.

12. Policies: Standing Orders / Recording of Meetings

These had been circulated to councillors and adopted by those present.

13. Website / e-mail addresses

A new web address was to be set up for e-mail addresses so that councillors all had a parish council e-mail address.

14. Date of next meeting

Monday 1 November 2021