

MINUTES OF MEETING

A meeting of Ockley Parish Council was held at Ockley Village Hall on Monday 7 March 2022.

Councillors present

Mr D Thomas Chairman
Mr J Lee-Steere
Mr B Thorne
Mrs L Fletcher Clerk

Apologies had been received from Ms A Barclay (personal), Ms J Page (work), Ms Z Ward (personal) and SCC/MVDC Councillor H Clack.

Declarations of interest:

JL-S Jayes Park Estate (*JPE)
 Treasurer and Trustee Ockley Housing Association
 Churchwarden of St Margaret's and Trustee Ockley School Buildings
BT Planning matters
 Chairman Ockley Village Hall

1. Minutes of meeting held on 10 January 2022

These minutes had been circulated to councillors.

It was proposed by JL-S and seconded by BT that they be signed as correct.

2. Updates on minutes

posts / benches on The Green -DT stated there were no updates to report.

Consultation: Surrey Hills AONB Boundary Review - JL-S stated that the review was running its course, no update to report.

3. Correspondence

diary date - 7 May 2022 The Surrey Hills Classic 2022

Community SpeedWatch reports received for January and February

SCC - views sought on home to school transport

NALC Bulletin dated 4 March 2022 - details noted re. pay agreement reached for Clerks, to be backdated to 1 April 2021 and updated legal guidance re. basic charity law.

The Clerk would implement the pay award for the May meeting.

Further details would be circulated about the charity law which affected the Scott's Well charity where the council is a sole charitable trustee.

4. Planning matters

Planning application: Village Foundations - land east of Stane Street MO/2022/0018

DT noted that that a number of residents from Prideaux Gardens had submitted objections regarding this application. Comments had also been sent in from those living on Stane Street in the vicinity of the proposed development. One of the concerns was regarding the access at Elderslie Lodge. As this was a major planning application a decision would take some time. Thus a further response, pulling together all the representations could be submitted by OPC to MVDC.

Planning appeal: Inland Homes - land south of Coles Lane, Ockley

*BT

It was thought that a public enquiry regarding this appeal would be held at the end of April 2022.

Planning lists received since January meeting

Councillors had been informed of the planning matters as shown below and had had no other comments to make on the applications.

Planning applications - list dates

21 January 2022

MO/2022/0072/CAT

Stane Gate, Stane Street, Ockley RH5 5TP

Remove a line of 7 no ash trees and 1 no sycamore - marked on submitted plan

28 January 2022

MO/2022/0018/PLA MAJOR

Land east of Stane Street, Ockley RH5 5TD

Erection of 23 no dwellings and formation of new access from Stane Street with associated works

4 February 2022

MO/2021/1845/CAT

The Rectory, Stane Street, Ockley RH5 5SY

TO524 and TO526 Cultivar Apple trees (*Malus domestica*) - remove

TO542 Common Ash tree (*Fraxinus excelsior*) - remove

(Includes removal of dead wood and ivy - exempt works)

11 February 2022

MO/2021/1331/LBC

Farm Place, Stane Street, Ockley RH5 5NG

Chimney 1 (C1) - take down to the widest point just below the chimney shoulders. Chimney 2 (C2) - both parallel chimneys taken down to the chimney shoulders. All bricks to be cleaned and salvaged for reuse where possible. Chimneys to be rebuilt to its existing dimensions and configuration in the salvaged bricks, along with any new or second hand brick required, to match the existing. Brickwork will be laid with a traditional lime mortar. New short terracotta chimney pot will be positioned above the flue shafts, held in place with new weather flaunching set at a steep pitch to shed water. Appropriate terminals, depending on the usage of each flue shaft, will be positioned upon each pot.

Planning decisions - list dates

4 February 2022

MO/20221/2278/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 extension and dormer room extensions

approved

MO/2021/2276/PLAH
Oakenshaw, Weare Street, Ockley RH5 5JA
Erection of detached garage outbuilding
approved with conditions

11 February 2022
MO/2021/0292/PLA
2 Park Cottages, Beare Green Road, Ockley RH5 4PX
Conversion of the existing barn building into 2 bedroom dwelling
approved with conditions

MO/2021/1449/PLAH
Copsbridge Farm, Weare Street, Ockley RH5 5NH
Erection of two storey rear infill extension
approved with conditions

MO/2021/2271/PLAH
2 Hitch Hurst Cottages, Stane Street, Ockley RH5 5TH
Alterations to porch and garage conversion
approved with conditions

18 February 2022
MO/2021/2144/PLA and 2145/LBC *JL-S
St Margaret's Church, Coles Lane, Ockley RH5 5LS
Erection of a detached outside WC facility comprising of one accessible WC and one standard WC
approved with conditions

Appeals started
28 January 2022
MO/2021/0732/PLA
Land at Station Approach, Ockley RH5 5HT
Extension to existing footpath

5. Finance

c) donation to GACC

The Clerk had circulated information received from GACC regarding parish council donations to GACC funds. It was agreed that a cheque be sent to GACC for £250 (£10 membership and £240 donation).

a) accounts to be paid

It was proposed by BT and seconded by JL-S that the following accounts be paid:
nb - payments also approved by DT (JPE/OVHMC)

G E Lee-Steere 1992 Trust mowing on The Green 2021	£444.00	*JPE
Mulberry and Co Parish Councillor training sessions	£120.00	

Surrey Community Action Character Appraisal of parish for NDP	£1574.40	
GACC membership renewal £10 + donation £240	£250.00	
Mark Osborne for Osborne Landscapes and Construction 2021 annual maintenance (and bark) play area and paths on The Green	£1840.00	
S P Cooke mid year internal audit	£165.00	
Helpdesq Encryption software renewal - 2 years	£65.24	
Surrey Hills Society Membership Renewal 2022	£25.00	
Surrey Playing Fields Affiliation fee 2021/2022	£10.00	
Zurich Municipal Insurance premium	£530.56	
Viking Ink cartridges	£79.63	
S Dean-Webster litter pick December/January	£67.50	
Mrs L Fletcher Clerk's salary and Admin costs	TBA	
HMRC Tax and NI Clerk's salary	TBA	
James Garside NDP Consultant	£1251.99	
Ockley Village Hall hire of hall	£175.50	*BT

It was noted that **NDP** payments (2) would be funded from the grant received.

It was further noted that no invoice had yet been received from SCC for the kissing gates. A grant had been received through SCC to go towards the costs of purchase of the gates. It was agreed that the Clerk could purchase a shredder (mid price).

b) mid year internal audit

This had been carried out on 14 February 2022. The auditor had noted that everything was found to be in order and at the half yearly point the books and records show a true and fair view.

d) verify bank statements to budget spreadsheets

JL-S had checked the figures up to 4 February 2022 and confirmed all correct.

6. Foopaths in the parish

DT stated that he would be meeting with a member of the SCC Countryside Access Team the following day. They would be looking at seven stiles - some should be replaced by kissing gates, some no longer necessary, on land off Friday Street. The owner of the land had been invited to attend but nothing had been heard from him. OPC would ask SCC to contact the landowner outlining what work was necessary. Payment should come from landowners but OPC could consider making a financial contribution. JL-S stated that repairs had already been carried out to one of the stiles that would be inspected.

7. Crime

Police statistics 10 January to 7 March 2022

8 incidents noted.

8. Social matters

Nothing to report.

9. Community Hub

DT stated that a meeting of the team would be held on 10 March 2022.

10. Future MV - draft MV Local Plan 2020-2037

It was noted that the Secretary of State had appointed Inspectors to carry out the independent examination of the Local Plan.

11. Ockley NDP

It was noted that a Village Meeting was to be held on 15 March 2022.

DT to give powerpoint presentation to parishioners regarding Ockley NDP.

Sections of the Village Character Appraisal would be made available for parishioners to view.

A six week consultation regarding re-designation of the Ockley neighbourhood area had recently been undertaken by MVDC and no representations submitted. The next stage was for the designation to be voted on by MV Cabinet on 22 March 2022.

The Village Survey had been made available on 1 March 2022 with a response deadline of 21 March 2022. Online responses preferred but paper copies available.

12. Policies

TOR for Admin/Planning Committee, Financial Regulations and Risk Assessment had all been reviewed and circulated to councillors. Councillors present approved the documents.

DT noted figures of £5000 in paragraph 1.14 and £500 in paragraph 4.1 in the Financial Regulations.

13. Post Office service at the pavilion

The Clerk reported that the service had not been available for a period during December/January but was now operating at a later time on a Wednesday morning. It was not that well used so notices had been put up in the village 'use it or lose it / support the service'. Councillors were asked to advertise the service.

14. Casual vacancy / Staffing matter

It was noted that there was still a vacancy for one councillor. The Clerk stated that she would tender her resignation from her post as from 1 April 2022. Her contract stated her notice period was three months. Local MV parish clerks would be informed of the vacancy. The Surrey ALC website had details regarding recruitment.

15. Annual meetings

The Annual Assembly and Annual Meeting of the parish council would be held on 9 May 2022. DT would give a report on the work of the parish council during 2021-22 to parishioners.

The meeting was closed at 8.50 pm.