

MINUTES OF MEETING

A meeting of Ockley Parish Council was held in the Village Hall on Monday 7 January 2019 at 8 pm.

Councillors present

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

Apologies had been received from Ms J Page, MVDCouncillor V Michael.

Declarations of interest:

RH Governor, Scott-Broadwood School
 Committee member, Ockley Cricket Club
GL-S Jayes Park Estate
 Member Capel and Ockley PCC
DT Treasurer, Ockley Housing Association

The Chairman wished everyone present a 'Happy New Year'.

1. Minutes of last parish council meeting

It was proposed by Mrs L Hogarth and seconded by Mr S Figg that the minutes of the meeting held on 5 November 2018 be signed as correct.

2. Matters arising

parish magazine - GL-S stated that VAT was not payable on printing costs for the new magazine. The parish council would receive an invoice from a company with regards to domain registration/website hosting service.

parish council elections - RH enquired as to whether councillors had heard of any interest from parishioners regarding becoming a parish councillor May 2019. Several names were mentioned. Two councillors stated they would not stand for re-election. The Clerk informed councillors that Parish Council elections would be an agenda item for the meeting to be held in March. MVDC should be holding an information meeting for Clerks/councillors/those seeking election before March. Paperwork should be available at the March meeting.

car park at Ockley station - GL-S reported that he had not yet done anything about renewing planning permission for the car park.

stones around the Pump - the Clerk reported that several stones had been cemented down by a local builder. Thanks had been given to the builder.

tree on The Green - the Clerk stated that this had been planted by the pond, December 2018.

3. Correspondence

diary dates

23 January 2019 Surrey Police - MV Neighbourhood Police

Rural Crime Engagement meeting, 7.30 pm at Pippbrook

26 February 2019 MV Rural Summit 2019 - Inspiring Rural Businesses
at Hartsfield Manor

DT stated he had been disappointed to note that the Rural Summit was only for 'inspiring rural businesses'; no other rural issues, such as housing were on the agenda.

7 March 2019 SCA Funding Fair

NALC Local Council Awards (Chief Executive's Letter) - DT stated that very few Surrey parish councils had submitted an application for an award in 2018. He proposed that the awards be an agenda item for the meeting to be held in March. All agreed that this matter was one that could be discussed. Paperwork would be circulated so that councillors could see what was involved.

Gatwick Five Year Master Plan - it was agreed that a response would be sent supporting the position taken and the points made by GACC. Deadline for responses 10 January 2019, 5pm.

Surrey Hills Management Plan survey - deadline to complete survey 13 January 2019.

MVDC - Helping you to access the services you need - responses to be sent by 18 January 2019.

Mole Valley Youth Awards - entry closing date 4 February 2019.

SCC consultation on changes to the CRC service - the Clerk had responded to the consultation expressing the parish council's concern that there were proposals to close both Dorking and Cranleigh CRCs.

Police figures November 2018 to January 2019 - 4 crimes and 33 incidents.

4. Planning matters to include ACV application

Councillors had been informed of the following planning matters:

Planning applications - list dates

14 December 2018

MO/2018/2008/CAT

Land opposite The Cricketers Arms (PH), Stane Street, Ockley RH5 5TP

Raise the crown on one oak tree to give 5.5 metre clearance from the road

Planning decisions - list dates

16 November 2018

MO/2018/0843/PLAH

Parklands, Mole Street, Ockley RH5 5PE

Erection of two storey extension to existing detached garage and insertion of 2 no dormer windows to create gymnasium at first floor.

approved with conditions

MO/2018/1269/PLA

Boswells Farm, Ruckmans Lane, Okewood Hill RH5 5NE

Erections of new kennels building incorporating storage and skinning room and 2 no new stable blocks

approved with conditions

14 December 2018

MO/2018/1736/PLAH

4 Kings Cottages, Stane Street, Ockley RH5 5TP

Erection of detached single storey garage/workshop

approved with conditions

MO/2018/1823/PLAH and 1824/LBC

Ruckmans, Ruckmans Lane, O Hill

Erection of single storey side extension and associated alterations

1824 (LBC) approved with conditions

1823 (PLAH) approved with conditions list 28 December 2018

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

It was noted that Weinerberger Ltd, Ewhurst Brickworks, Walliswood (Abinger parish) had submitted a planning application as follows (list dated 4 January 2019):

Proposed modification of existing brickworks building to enable the installation & use of a second kiln, a soft mud press & associated equipment, & relocation of the internal dryer system & setting machine; & installation of a second scrubber unit; under Class A of Part 17 of the Town & Country Planning (General Permitted Development) Order 2015 (as amended) [SCC Ref. 2018/0145] (SCC Application - for consultation purposes only)

Councillors agreed that if approved this application would bring much more traffic to the roads in the vicinity of the brickworks. It was noted that the Weinerberger lorry drivers kept within the 30 mph speed limit on the A29, Ockley.

ACV application/refusal - DT informed councillors that he had contacted Guildford BC as a school in that area had been classified as an Asset of Community Value. He had been told that the decision was being reviewed because of the educational aspect. He would circulate any news from Guildford BC regarding the further decision. If the outcome was a positive one then further communications would be held with MVDC regarding the Ockley application.

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

It was noted that a meeting of the team had been held in December and notes circulated. RH stated that he was to meet with a Senior Director of Prince's Foundation that week. A draft copy of the NDP had been sent to the Director who had been complimentary about the document. Nothing further had been heard regarding advice from the planning lawyer (JP).

It was agreed that RH should contact MV to arrange a meeting with planning officers and VM to discuss development of brownfield sites in Ockley. DT also to attend.

GL-S informed councillors that MV had been going through sites in detail with landowners in the village.

6. Community Led Housing

DT had the following to report:

- he had spoken to DC at SCA who had found an Advisor on Community Land Use who could advise as to how Ockley could go ahead/investigate whether Ockley Housing Association could go ahead with a scheme.
- he had also spoken to the Chairman of Ockley Housing Association regarding the matter. The Chairman of OHA was in agreement that DT took matters forward. He could report to other members of OHA at their meeting to be held in February.
- he suggested that a small team be set up to take matters forward / some members of this team to meet with the Advisor and SCA.
- DT did not know how feasible it might be to use funds from OHA for a housing project. If OHA was an acceptable organisation then it would have the ability to access grants.

It was agreed that DT should proceed with arranging a date to meet with SCA and the Advisor from Community Land Use. At this stage one member of OHA and one landowner also to be invited to join the meeting.

7. Parish magazine

A draft of the magazine had been sent out to various people for comments. Minor issues had been raised. Meetings had been held with volunteers who currently delivered the magazines. It was noted that all magazines would be delivered to the pavilion on a Wednesday (every two months) for sorting into delivery areas. They would be collected from the pavilion for delivery. Many thanks to AH for all his work on this project.

8. Finance

payment of accounts

It was proposed by Mrs L Hogarth and seconded by Mr S Figg that the following accounts be paid:

already paid - not yet authorised:

SSALC Ltd

conference fee - DT

£54.00

to be paid:

G E Lee-Steere 1992 Trust	
2018 mowing - The Green and football pitch	£1200.00
Mrs L Fletcher	
salary and Admin costs	£749.92
HMRC	
tax/NI Clerk's salary	£175.87

DT verified and signed the reconciliation sheets: income/expenditure: bank statements.

budget / precept 2019/20

The Clerk had prepared and circulated two spreadsheets:

- budget calculations April 2018 to March 2019
- parish precept requirements 2019/20

Information had once again been received regarding the Local Government Finance Settlement: *the government has decided to continue the deferral of setting referendum principles for town and parish councils (the second year of the three year deal).*

DT opened the discussions by suggesting that there could be additional expenditure in the year 2019/20 to that shown in the spreadsheets. The speed camera that RH had identified would cost in the region of £8000 (unless rented). Surrey Police still had not replied to RH's enquiries about having a camera system in Ockley. Also, as a result of the feasibility study carried out on the A29 through the village; Ockley may well have to fund some of the suggested calming measures. DT felt that a gradual and slight increase in the precept would be acceptable to parishioners. He therefore proposed that the precept be increased to £20,000. It was noted that if the parish did not have a contested election then there would be savings of £3000 which had been included in the spreadsheet.

Councillors agreed that the additional expenditure as highlighted by DT should be included when calculating the precept figure. Expenditure at county and district levels in the parishes was minimal. Therefore:

It was proposed by Mr D Thomas and seconded by Mr R Herbert that the precept for 2019/2020 should be increased to £20,000. All councillors were in favour.

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

9. General Data Protection Regulation

A review of IT security had been carried out by a local company. The Clerk had circulated the report received after the review. The following points from the report were discussed: laptop encryption - it was agreed this was not currently necessary - the Clerk's laptop is very rarely taken off site where it is stored in a safe place. anti-virus - is already installed on the laptop. data transfer - it was agreed it was not usually necessary to password protect a document. Occasionally sensitive documents were received by the Clerk which were password protected.

backup - it was agreed that a remote back up of files would be useful. Currently backups are kept on memory sticks / My Passport. The Clerk would contact the company to get the remote back up of files set up.

10. Play area at village hall

Inspection report - the inspection had been carried out November 2018. The report had been circulated to councillors. The clerk would arrange for the minor issues to be dealt with. The damage to the timber edging had been noted. A quote had been received for renewal of all timber edging. A further quote was still outstanding. GL-S suggested a further contractor who may provide a quote. Once the timber edging had been repaired then a top up of bark could be arranged. It was noted that splits were present on the timbers on the Toddler swings - inspections must keep a look out for rot and decay. Also there was wear on the chain links.

11. Traffic issues on the A29

The report from the Feasibility Study carried out by 2020 Consultancy had been sent for consideration to the SCC/MV Local Committee meeting December 2018. Costings for the highest priority recommendations had been highlighted. The Committee proposed to add the A29 Stane Street to the list of roads in Mole Valley where speed surveys had been requested.

The following was noted: *Officers welcome the opportunity of collaborating with the Parish Council and the Local County Councillor is in support of the Parish Council's aspirations.*

The Clerk was asked to contact AB, 2020 Consultancy to ask for advice on how the parish council should proceed. AB had stated that once the report had been received by SCC; they should take effective note of it and ensure that something would be done to improve safety on the A29/ promote traffic calming measures.

12. Policies/statutory documents

The Risk Assessment and Financial Regulations had been reviewed by DT then circulated to councillors.

Risk Assessment - the RA had been updated; minor amendments had been made.

Financial Regulations - the regulations were based on a NALC model. The only change made was the review date.

Councillors agreed to adopt the two documents.

13. Any other business

No matters were discussed.

Date of next meeting Monday 4 March 2019.

The Chairman closed the meeting at 9 pm.