

MINUTES OF MEETING

A meeting of Ockley Parish Council was held remotely via Zoom on Monday 6 July 2020 at 7.30 pm.

Councillors present

Mr D Thomas Chairman
Mrs L Hogarth
Mr S Figg
Ms A Barclay
Ms J Page
Mr J Lee-Steere
Mrs L Fletcher Clerk

SCC/MVDCouncillor H Clack

No apologies had been received

Declarations of interest:

JL-S Jayes Park Estate (JPE)
BT planning application Coles Lane

1. Minutes/Notes of Parish Council meetings: 2 March, 4 May 2020

It was proposed by Mrs L Hogarth and seconded by Ms A Barclay that these be signed as correct.

2. Matters arising

Future Mole Valley Consultation

DT noted that the consultation had ended on 23 March 2020. In view of the effort made by the parish council he had been disappointed by the lack of response from the Okewood ward (36).

Post Office service in Ockley

It was noted that the Party shop would not be re-opening. The Clerk stated that a local postmistress had contacted AB regarding running an outreach service at the pavilion. This had been before the situation at the Party shop was known. The Clerk had contacted the postmistress to discuss. She had also ascertained that as far as was known the BT line was still working at the pavilion. Councillors were keen to have a service in the village once again, even if only for a small number of hours per week. The Clerk would contact the postmistress and the contact she had at the Post Office service to progress the matter.

Payphone consultation (MV/BT)

The Clerk reported that there had been no feedback regarding the consultation. DT stated that the 'phone box at the Inn on The Green was an eyesore and needed to be removed.

Motorhome parking in School Lane

It was noted that the motorhome had not come back to School Lane, possibly due to lockdown. Any return would be reported to councillors.

Planning application / decision at Six Oaks Field, Stane Street

JL-S stated that he would now progress the matter and organise a Zoom call with MVDC, APC, OPC.

Play area the village hall

Play areas had been opened on 4 July 2020 but not in MV. OPC would follow guidance from MV regarding re-opening. AB and Clerk to inspect site / put up relevant notices. The Clerk would contact suppliers regarding toddler swings / arrange site visits.

Road side littering

DT reported that there had recently been an increase in litter left in the village / on the road side. A poster had been put up at the end of School Lane regarding leaving litter / fines etc. However recent relaxation of restrictions regarding lockdown had meant that there had been an increase in visitors to the village who were leaving litter.

Speedwatch

AB stated that Speedwatch sessions were now able to go ahead. The co-ordinator had contacted all the volunteers regarding starting up sessions. It was noted that understandably some volunteers may have concerns about cleaning of equipment / handover / social distancing. There had been an increase in the speed of the traffic travelling through the village since lockdown; however there had been a greater police presence in the village during that time.

A parishioner had contacted the Clerk regarding speeding traffic / accidents at Henhurst Corner.

HC had contacted her with information regarding campaigns being run by SCC / meeting to be held in November.

Ockley School site

DT stated that the Diocese was supposed to have notified the parish council with news regarding the site at the end of February. He was to follow up with a churchwarden.

Ockley station matters

DT noted that nothing further had been heard regarding the possibility of funds to be spent at the station.

The Green *JPE

JL-S reported that he had not heard from the parishioner who had raised concerns regarding the use of poor quality builders' waste being used to fill potholes on the Green and moving of the memorial tree. He had spoken to a resident on the Green about the issue. The state of the roads on the estate was being reviewed. The tree would be moved later in the year, the appropriate time for such work to be done.

3. Correspondence

Motocross bikes being used on land by Vann Farm

Concerns had been raised by AB and LH regarding the above. The bikes had been seen on land that had public footpaths running across it on Saturday afternoons over the past months. Not only was this a danger to the public there was also a noise issue. AB had met with two Surrey PCSOs who had informed her that if the bikes were from Vann Farm there was little that could be done if they own the land. The PCSOs talked to people at Vann Farm who had said that it was not them but that bikes had been seen being loaded on to a trailer in the village hall car park. During discussions several suggestions were made regarding the ownership of this land / access to the land. AB and LH to monitor situation. AB to contact PCSO if further incidents occurred.

Local Government Association (LGA) - new model code of conduct consultation

It was noted that the LGA had launched a consultation on a new model member code of conduct. This had been circulated to councillors. Responses to be submitted by 17 August 2020.

SCC/ MVDC Recovery Planning (Covid19)

Ideas for active travel and safer public places to support social distancing (end May)

OPC had responded to MV regarding the above identifying a number of stiles on footpaths in need of repair/replacement. Details had been sent through regarding help for funding /supplying kits to be used for such repairs - landowners to be encouraged to attend to repairs. Priority had been given to schemes in more populated areas in the district.

4. Planning matters

Councillors had been informed of the following planning matters:

Planning applications - list dates

22 May 2020

MO/2020/0667/OUTMAJ

Land south of Coles Lane, Ockley RH5 5HW

Outline planning permission for a residential scheme of up to 60 dwellings, with associated landscaping, amenity space, sustainable urban drainage system (SuDS) and associated works. All matters reserved except for access.

This application had been discussed by e-mail by councillors (BT had declared an interest) and a letter of objection to the proposal had been submitted. Capel PC had also sent a letter of objection. Capel and Ockley PCs had agreed to keep in touch regarding this application.

MO/2020/0729/ECL

Rill Cottage, Vann Lake Road, Ockley RH5 5NS

Certificate of Lawfulness for an existing development in respect of a side conservatory.
see below

MO/2020/0732/ECL

Rill Cottage, Vann Lake Road, Ockley RH5 5NS

Certificate of Lawfulness for an existing use in respect of the erection of an outbuilding within the curtilage of a single family dwelling house.

see below

26 June 2020

MO/2020/0968/PLAH

Kiln Thatch, Weare Street, Ockley RH5 5JA

Erection of a front single storey extension following demolition of existing porch with pitched roof over existing flat roof, erection of a rear single storey ground floor infill extension, 2 no dormer windows to front roof slope, alterations to 4 no existing dormer windows with associated internal alterations to layout, alterations to windows and doors.

MO/2020/0965/DEA

Boswells Farm, Ruckmans Lane, Okewood Hill RH5 5NE

Prior notification for the erection of an agricultural barn of 27.5 metres x 16.8 metres for the storage of hay.

3 July 2020

MO/2020/0830/PLAH

5 Prideaux Gardens, Ockley RH5 5TA

Construction of a new car shelter on existing driveway utilising the existing fence line.

Planning decisions - list dates

5 June 2020

MO/2020/0195 and 0196PLA

1 Park Cottages and 2 Park Cottages, Beare Green Road, Ockley RH5 4PX

Erection of two storey rear extension and single storey side extension

(one at each property)

approved with conditions

19 June 2020

MO/2020/0729/ECL

Rill Cottage, Vann Lake Road, Ockley RH5 5NS

Certificate of Lawfulness for an existing development in respect of a side conservatory.

approved

26 June 2020

MO/2020/0732/ECL

Rill Cottage, Vann Lake Road, Ockley RH5 5NS

Certificate of Lawfulness for an existing use in respect of the erection of an outbuilding within the curtilage of a single family dwelling house.

approved

MO/2019/2025/PLAH

Russetts, Weare Street, Capel RH5 5HY

Erection of single storey extension following demolition of existing conservatory; relocation of front door and installation of porch

approved with conditions

5. Finance

a) payment of accounts

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

Information Commissioner Data Protection fee renewal	£40.00
Key Computers Ltd interim and final internal audits 19/20	£480.00
Mrs L Fletcher salary and Admin costs	£1128.97
HMRC tax/NI Clerk's salary	£271.47

b) internal audit reports 19/20

Internal audits had been carried out on 26 February and 29 May 2020.

The Auditor had noted:

Having inspected the books and records of Ockley Parish Council I conclude that they represent a true and fair view of the above organisation as at the 31 March 2020.

c) approval of accounts year end 31 March 2020

All documents relating to this section had been circulated to councillors:

Annual Governance and Accountability Return 2019/20 Part 2

Bank Reconciliation

Explanation of variances

Receipts and Payments

Supporting Statement to Receipts and Payments

Asset Register

Scott's Well information

Budget calculations/periodic reconciliations

It was agreed by councillors that the Certificate of Exemption would be signed as Ockley Parish Council met the criteria for 2019/20 and wishes to be an exempt authority, not subject to the limited assurance review for that year. The Exemption Certificate would be published and a copy e-mailed to PKF Littlejohn.

Various documents as outlined on the AGAR Part 2 form would be published on the parish council website by the deadline date.

i) approve Annual Governance Statement 2019/20 (AGAR section 1)

It was noted that this section must be approved before Section 2.

It was agreed that 'yes' be answered to all of the statements.

It would be signed by the Chairman and Clerk.

ii) approve Accounting Statements 2019/20 (AGAR section 2)

This had been completed by the Responsible Financial Officer and signed on 28 April 2020. Councillors approved the accounts and confirmed that the Chairman could sign Section 2.

iii) Certificate of Exemption 2019/20 Part 2

Councillors gave their approval that the Certificate of Exemption be signed by the RFO and Chairman.

iv) Annual Internal Audit Report 2019/20

The Report had been completed on 29 May 2020.

d) verify bank statements to budget spreadsheet

The budget spreadsheet had been circulated.

DT to check and sign figures on the bank statements and spreadsheets as evidence of verification.

6. Future MV: development in Ockley / Community Led Housing / NDP

DT had circulated the Future MV July 2020 newsletter to councillors.

HC stated that the timetable for plan would be put back as MV officers had been re-deployed during the pandemic so there would be massive delays on work to be done. She continued by saying that some MV councillors were of the opinion that a further review should be undertaken post Covid. This would be called for at a full MV Council meeting due to be held on 7 July 2020. The draft plan had been set up three years ago and there was no reference to climate change / travel / strategic infrastructure. Post Covid there could be more office space land available as more people continued to work from home. People should be able to work from home. However current plans for housing generally did not have designated space for working at home. Active travel was to be encouraged - cycling/walking. There had been a

noticeable drop in air pollution since roads, airports had not been busy. People want a healthier lifestyle (but they also want to fly off in a plane). It was noted that MV offices at Pippbrook could only cope with half the staff at one time because of social distancing regulations. This would be the same for many offices.

LH agreed that Future MV was now out of date. She anticipated that London offices would be closed and people would work from smaller satellite offices. Some offices would not function until 2021.

JL-S commented that there could be surplus office space in London if companies are moving out of London, but this may lead to a demand for more office space in the regions. He felt that if the current plan was not completed by the end of 2021 the developers would be taking over matters regarding housing development.

HC stated that MV were currently receiving a great many planning applications. Government had announced that counties were to be unitarised by 2022. Surrey would suffer a massive economic crisis with Gatwick and Heathrow operating at a greatly reduced level.

JP asked if new sites had come to the attention of MV planners since the consultation and if so would they be incorporated into the plan. There could be a 'free for all' if there was no plan. JP queried whether OPC should be engaging with MV to ascertain whether additional sites were being considered / would the parish council be consulted if MV were to consider additional sites in Ockley.

HC confirmed that any application being submitted at the current time would have to meet current criteria. There is a draft Local Plan with a proposed review for climate change post Covid. The MV area is divided north/south with regards to housing. It is not possible to stop developers being opportunist.

NDP / Survey

DT stated he had been in touch with LW from SCA to ensure OPC can continue to start to set up new survey. He would like to put together a timetable to take matters forward. JP to set up first draft within two weeks for comments from DT then to be circulated before sending to LW for comments.

DT had reviewed membership of the NDP Team. Some had moved away / resigned. He had suggested others who may want to join the team. The Clerk would contact those on a circulated list / further suggestions to see whether they would like to join the 'new' team. AB to put a post on the FB page to see whether anyone interested. A chairperson would be appointed at the first meeting. Concerns were raised about size of new team but noted that some may not attend many meetings. Once restrictions have eased then a meeting can be set up with parishioners - possibly August. JP stated that progress would depend on Covid - possible second spike - delivering hard copies for some parishioners - all having potential issues.

Developers - sites not been included in Future MV consultation

Land at Stane Street - an e-mail had been received from VF raising concerns about the two other proposed developments.

Land at Coles Lane - as seen in planning details a letter had been sent to MV regarding an application. HC had talked to the developers. They had wanted to meet with OPC. It was noted that a remote meeting was now possible. JL-S stated that as this was only an outline planning application normally discussions wouldn't be held. OPC to work with CPC on the matter.

Elderslie - no progress to note on this site

DT stated that he had gone along with the sites / number of properties highlighted for Ockley in the Future MV plan - modest developments. However with the three new potential sites this would be no modest village development. The PC would have to make a choice - all three developments would be too much.

VF appeared concerned that OPC were 'switching allegiance' to other sites.

JL-S commented that twenty potential sites had been whittled down to four by MV.

The Elderslie and Coles Lane sites had never been put forward over the past twenty years.

MV would not want one large development.

JP stated that there was still weight behind schemes put forward by another landowner in the village.

It was agreed to wait to see what happened regarding the Coles Lane outline application.

The Clerk was to reply to VF to say that their plans would still be supported by OPC.

Councillors would look forward to seeing the updated plans.

CLH / Affordable Housing

DT stated that these topics would be put one side at the moment. It may be that these routes would not be needed. However it would be hoped that OHA would be involved in any affordable housing.

7. Coronavirus - COVID 19 pandemic

It was noted that no further volunteers had come forward.

Repeat prescription pickups had been requested. These had been collected by AB.

There had not been much call for shopping.

JP commented that the Ockley procedures had worked well.

A thank you e-mail to volunteers would be sent out by the Clerk.

8. Processes to adopt when agreeing actions

Discussion postponed until face to face meeting held.

9. Crime

Police statistics - May to July 2020

There had been 7 crime reports and 20 incident types called into the police during the period.

Speeding offences to be circulated when received.

10. Social matters

SF had nothing to report.

11. Policies / statutory regulations

Media Relations policy

This had been reviewed by LH and circulated to councillors.

All agreed to adopt.

Accessibility Regulations 2018

It was noted that as from 23 September 2020 all local council websites will have to comply with the regulations. OPC website had been updated. Webmaster to check pdf documents to ensure they are accessible.

12. Any other business

JP raised the following matters that had been circulated by e-mail:

footpath sign at the end of School Lane

The Clerk stated that there had been a sign there but it was nowhere to be seen. She had reported this on the SCC website.

parking outside school by gate

A car had blocked the entrance to the pedestrian gate when parking during busy times after lockdown. This could have been an issue if the fire alarm at the school had gone off.

The Clerk would put a sign on the gate asking for it to be kept clear.

bench by the pond

The bench was in a bad state and should be removed. The Clerk would enquire as to whether any family was left who may want to replace it / have the plaque.

posts on The Green

It was agreed that posts should be put on The Green to stop vehicles being driven across by the pond. The Clerk would follow up with BT (not at meeting).

The Chairman closed the meeting at 9.35 pm.

Date of next meeting Monday 7 September 2020.