

**MINUTES OF OCKHAM PARISH COUNCIL MEETING  
TUESDAY 12<sup>th</sup> DECEMBER 2017  
THE PARISH ROOMS  
Commenced at 8.05 PM**

<p><b>PRESENT:</b> Mr Bevan (Chair) Dr Aish Mrs Inge Mrs Porter</p>	<p><b>In attendance:</b> Mrs Blackwell (Parish Clerk) Julie Iles - SCC Cllr (part meeting) Colin Cross - GBC Cllr (part meeting)</p>
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**17/101 Apologies for Absence**

Apologies from Dr Travers, Ms Lofthouse.

**17/102 Disclosure of interest.**

There were no conflicts of interest.

**17/103 Approve Minutes of 14<sup>th</sup> November 2017**

The minutes of the meeting on 14<sup>th</sup> November 2017 were approved and signed by the Vice-Chair.

**17/104 Welcome and appointment of New Councillor** – Elaine Porter was formally welcomed as the newly appointed Cllr. OPC Cllrs were delighted with the appointment to the team. Mrs Porter agreed to complete the declaration of interest form.

EP

**17/105 Matters Arising not on agenda:**

**Item 17/55a.) Flood Co-ordinator** – Closed item. Cllr Iles had passed the list of areas identified to the Highways Engineer. The Engineer attended a site visit and did not observe any evidence of flooding. Agreed to pursue the suggestion of having a Local Resident to monitor and report new information as concerns were raised about the risk of surface water freezing. Mr Bevan agreed to ask a local volunteer.

PB

**Item 17/73 Garden maintenance** - To carry forward to next meeting, estimate pending.

JL

**Item 17/84 SCC Consultation on proposed Car Park Charging on SCC Countryside Estate** – Closed item, decision pending SCC Cabinet meeting on 14<sup>th</sup> December 2017.

**17/86a.) Financial matters regarding query on Invoice** – Closed item. CP

Construction advised to remove the Local Plan signs and payment to be made when completed.

**17/94e.) Letter to GBC Councillors regarding inclusion of Former Wisley**

**Airfield/Three Farm Meadows in draft Local Plan.** Closed item, letter sent to GBC. Next stage, Planning Inspector to submit recommendations to the Secretary of State by 13th March 2018.

**17/97 Review of Burial Ground, Fees and Enquiries** – Agreed to carry forward the review to 2018. Responded to other enquiries.

PB

**17/106 Public Consultation – Tyrell Site, Long Reach Proposed Residential Development.**

Welcomed Philip Scott from the BlackOnyx Group representing the Applicant and Adam King from ECE Architecture. Outlined plans for current light industrial site for office and warehouse use. Site previously used to build racecars, Brookline's Museum expressed an interest to relocate shed for historic reasons. Previous planning application from Berkeley Homes withdrawn. Site classed as brownfield in a Green belt setting. Proposed plans for a development of 26 homes and flats, 25 new dwellings and 1 development of an existing dwelling within current boundaries of the industrial site. Adjoining woodland to be subject to covenant prohibiting any future development. Mixed development including 9 affordable homes, 1-2 bed flats, 2,3,4 and 5 bedroom homes. Approved

Sang nearby. Some garages for 5 bedroom homes, minimum of 2 parking spaces and 12 visitor spaces. Next step to submit planning application. The display boards were left for reference. Mr Scott and Mr King were thanked for the presentation.

### **17/107 Planning matters**

#### **a.) Planning Application update as at 12/12/2017:**

1. Reference: 17/P/02446 Location: RHS, Wisley Lane, Wisley, GU23 6QS. Proposal: Erection of infill glasshouse to provide ancillary horticulture space for use by RHS Wisley and associated works. OPC no objection.

2. Reference: 17/P/02452 Location: RHS, Wisley Lane, Wisley, GU23 6QS. Proposal: Erection single storey maintenance building for vehicle store, workshop and offices for use by RHS Wisley and associated works. OPC no objection.

3. Reference: 17/P/02381 Location: Willow Glen Cottage, Old Lane, May Green, KT11 1NJ. Proposal: 2 storey side rear extension, single storey side rear extension, first floor extension incorporating roof alterations, following demolition of existing single storey side extension and detached double garage. Agreed OPC response to ensure within 50% limit for development.

PB

4. Reference: 17/P/02368 Location: Ash Tree Stables, Ockham Road North. Proposal: Erection of 6 loosebox stables and new access onto Ockham Road North. Some concerns expressed about it being a dangerous access and the whether the nature of use was intended for business purposes.

**b.) Draft Guildford Local Plan - Proposed inseting from Green Belt – invitation to meeting 25<sup>th</sup> November 2017** - Ms Lofthouse attended the meeting. Minutes of the meeting were noted. Agreed to request Ms Lofthouse to attend the next meeting on 4<sup>th</sup> January 2018.

JL

**c.) Highways England - Notification of Preferred Route Announcement: M25 junction 10/A3 Wisley interchange improvement scheme.** Notification received of plans by Highways England to consult in early 2018 on option 14. OPC to submit a response. Mrs Inge agreed to share information discussed on the views of Local Residents from Elm corner for the response.

PB/EI

**d.) Neighbourhood Plan Update** - Strategy meeting being arranged. Re-drafting in progress following feedback.

### **17/108 Threatening Behaviour at Elm**

Update received from Cllr Iles, Surrey Wildlife Trust (SWT) assisted with parking issues at Ockham Bites, GBC installed restricted zone signs, knock on impact arisen of parking further down Elm Road. Not able to install concrete blocks as on the highway and required passing places. Exploring option of logs as a barrier to stop parking. SWT displayed notices to remind bikers and others of the area of scientific interest.

Landowner responsible for making good any breaks in the fence to prevent unauthorised access to the former Airfield. Propose to use SCC Members allocation to refresh yellow lines on the Airfield and to assist Surrey Police with enforcement. Difficulty in reaching an agreement with the Landowner to refresh the markings. No change to Surrey Police call centre script when crime issues are reported. Plan for GBC Lead Cllr for Enforcement to meet with Mike Murray to discuss access. Reviewing option of Community Protection notices. Contacted Mike Murray on repair to stile on FP19. Stile on BW544 not progressed by SCC. Concluded unlikely to find a stile with a design as fit for purpose and acceptable. Priority being given to focus on the refresh of the yellow line markings on the airfield for enforcement by Surrey Police and parking issues on Elm Lane. OPC written to Mike Murray regarding serious safety concerns and risk of a major or fatal accident. Response received from Mike Murray, advised taken measures to strengthen barriers at Elm Corner and replacement signs put up regarding access for motorbikes prohibited. Response suggested Local Residents report any motorcyclists on the runway to Julian Seymour. OPC agreed to advise Local Residents of the contact details via OHRA. Agreed to request a monthly log of any issues reported from OHRA to

PC

keep under review. Local Residents to report any crime incidents to PC Barnwood with the crime number.

**17/109 Financial Matters**

- a.) **Cheques paid out/money received to bank account**– Community account as at 29<sup>th</sup> November 2017 of £9,250 Business Premium account of £3,420.
- b.) **Notification of External auditor appointment for 2017-18** - Noted new central procurement arrangements in place. Fees for smaller authorities are £200 for limited assurance review.
- c.) **Parish precept for 2018-19** –Reviewed, propose no change to precept to remain at £10,500 per annum. To advise GBC by 20<sup>th</sup> January 2018. PC

**17/110 Correspondence**

- a.) GBC Planning Enforcement Workshop – invitation 21<sup>st</sup> February 2018 event – Mr Bevan agreed to attend, diary permitting. PB
- b.) Agenda for Guildford Local Committee – Noted meeting on 13<sup>th</sup> December 2017. Agreed to circulate agenda and minutes of future meetings. PC
- c.) Notification and correspondence from John Oliver re SCC Cabinet Papers 14<sup>th</sup> December 2017 – Pay and Conserve on agenda – Noted, OPC concerns submitted to consultation.

**17/111 Any item for noting or inclusion on a future agenda**

- a.) General Data Processing Regulations (GDPR). Noted the requirement to review the impact of the new regulation coming into force in Spring 2018 and to devise an action plan. Dr Travers and Parish Clerk attended the training arranged by Effingham Parish Council. Dr Aish agreed to be the lead Councillor for data protection.

**17/112 Date of future meetings for 2018** – The following dates were agreed for 2018 meetings at 8pm in the Parish Rooms; 16<sup>th</sup> January, 13<sup>th</sup> February, 13<sup>th</sup> March, 10<sup>th</sup> April, 15<sup>th</sup> May combined meeting and Annual meeting earlier start at 6.30pm, 12<sup>th</sup> June, 10<sup>th</sup> July, No August meeting, 11<sup>th</sup> September, 9<sup>th</sup> October, 13<sup>th</sup> November, 11<sup>th</sup> December.

There being no further business the meeting ended at 22.40pm