

**MINUTES OF OCKHAM PARISH COUNCIL MEETING  
TUESDAY 9<sup>th</sup> APRIL 2019  
THE PARISH ROOMS  
Commenced at 6.32pm**

<p><b>PRESENT:</b> Dr Travers (Chair) Mr Bevan Dr Aish Miss Lofthouse Mrs Walton Mr Waldman</p>	<p><b>In attendance:</b> Mrs Blackwell (Parish Clerk) 2 Local Residents</p>
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**19/40 Apologies for Absence**

Apologies from SCC Cllr Iles and GBC Cllr Cross.

**19/41 Disclosure of interest.**

Miss Lofthouse disclosed an interest in Planning Application reference: 19/P/00531, 3 The Garden and agreed to refrain from the discussion. There were no other disclosures.

**19/42 Questions from Members of the Public**

Pleased to note the new Ockham Parish noticeboard is in situ by the War Memorial.

**19/43 Approve Minutes of 12<sup>th</sup> March 2019**

The Minutes of the meeting on 12<sup>th</sup> March 2019 were approved and signed by the Chair.

**19/44 Matters Arising not on agenda:**

**18/29 Flooding issues near Upton Bends** – Closed item. Work currently in progress on Upton Bends.

**18/102 Review of Burial Fees** – Mr Bevan has met with Rev Hugh Gear to discuss. Mr Bevan agreed to update the guidance. Need a replacement Cllr to take over as lead for the Burial ground. PB/CT

**19/12a. GBC Wisley Garden Village bid** – Close item. SCC response to the FOI request circulated to Cllrs. Noted limited information provided.

**19/45 Guildford Local Plan**

**a.) Received the Inspectors report on the Examination of the Guildford Borough Local Plan** – Notified of the report. OPC and WAG are seeking advice from the QC on options.

**b.) Objection to Guildford Local Plan being presented to Guildford Borough Council on 25<sup>th</sup> April 2019** – GBC propose to adopt the plan at the Council meeting on 25<sup>th</sup> April 2019. OPC has written to GBC to object to the report going to the Council meeting during purdah. Awaiting a response from Mr Whiteman to the letter sent on 27<sup>th</sup> March 2019 to GBC.

**19/46 Planning matters**

**a.) Lovelace Neighbourhood Plan (NP)** – Update from Dr Aish. NP moving to a conclusion. Cllrs asked to review any final comments. Dr Aish to send the latest version to Cllrs. Plan to have the NP ready for submission by 24<sup>th</sup> April 2019. Received advice as not able to anticipate the Local Plan can state in the NP Plan residents do not want the development at TFM. Approval given for Dr Travers and Dr Aish to approve the final draft for submission on behalf of OPC. Next step GBC to review the NP before it is submitted to the Inspector for comment. Noted the Habitats Assessment will need to be re-assessed whilst GBC are undertaking the review. ALL/MA  
MA/CT

**b.) Current Planning Applications** - Planning Application as at 07/04/19, noted report received on updates:

1. **GBC Draft Local Plan** - Planning Inspector's final report issued.

2. **Land at Wisley Airfield** - GBC application for site to be a 'Garden Village' – OPC objected.

2(a) WIPL has applied for "registration of a person in adverse possession B149" in respect of land at the former Stratford Farm on TFM. Received notification from the Land Registry, deadline to respond with any objections by 23<sup>rd</sup> April 2019. Cllrs to submit any comments to Mr Bevan. Mr Walton agreed to contact the Land Registry to establish passed ownership.

PB/GW

3. **Location: Brick Kiln Copse, Old Lane, Cobham, KT11 1NL**

Land being used/to be used for importation, deposit, storage, processing and composting of waste materials, excavated waste. Retrospective planning application has been submitted to Surrey County Council (ref: 2017/0194) and registered with GBC (ref: 18/CON/00017). OPC submitted an objection letter to SCC and GBC. The applicant has withdrawn the retrospective planning application. Cllr lles to keep OPC update.

4. **Reference: 18/P/01267 Location: Ash Tree Stables, Ockham Road North, Ockham**

Proposal: Erection of 6 loose box stables and creation of new access onto Ockham Road North (Amended access submitted and description amended 27/02/19). OPC comments: this application partially amends the application made in July 2018. The stables remain of the type and position as previously but the access track is now slightly longer in length and lies to the south of the stables. Application is revised following GBC's concerns regarding the level of information submitted with regard to ecology and flood risk. OPC's previously expressed concerns/objections regarding access onto Ockham Road North though marginally ameliorated are restated as are the concerns/objections regarding the siting of the stables so near to, and clearly visible from, the Road thereby significantly impinging on the openness of the Green Belt. GBC decision awaited as at 07/04/2019.

5. **Enforcement:** OPC has queried with GBC Enforcement whether the placing of a large "chalet" on land at Rydings Farm, Long Reach, Ockham, GU23 6PF requires planning or other consent. GBC report awaited 07/04/19

6. **Reference: 18/P/02403 Location: Royal Horticultural Society Gardens, Wisley Lane, Wisley, GU23 6QS** Proposal: Variation of conditions (wall and roofing colour and finish), no 3 (external fittings) and no 4 (wall and roofing materials) of application no 16/P/00976, approved on 30/09/2016 to amend the condition wordings allowing discharge after the building works are started. OPC no objections. GBC approved the application 13/03/19.

7. **Operators Licence application by J Bath Surfacing Limited to operate 5 vehicles at Newmarsh Farm, Horsley Road, Cobham, KT11 3JX.** OPC comments: Site is just outside Ockham Parish. Operations at the site appear to have spread significantly over the years and to have become something of an eyesore. East Horsley PC have previously expressed concerns about the site. The current proposal needs to be considered in the context of e.g. additional environmental impact, suitability of access to the public highway, and more vehicles on site. Surrey CC decision awaited 07/04/2019

8. **Reference: 19/P/00086 Location: Romelli, Ockham Road North, Ockham, GU23 6NL**

Proposal: Creation of a dropped kerb to allow better access to dwelling. OPC comments: concerns re both existing and proposed access ways which are near a partially blind corner on Ockham Road North but no objection provided GBC and Highways Authority agree safety aspects. GBC approved the application 11/03/2019.

9. **Reference: 18/P/02402 Location: Hunters End, School Lane, Ockham, GU23 6PA**

Proposal: Erection of a two storey side extension, single storey flat roof rear extension and changes to fenestration following partial demolition of existing garage. OPC no objection. GBC approved the application 15/03/19.

10. **Reference: 19/P/00238 Location: Bridgefoot Farm, Portsmouth Road, Ripley, GU23 6BA**

Proposal: Listed Building Consent for replacement windows and doors to the dwelling. Opening

up of a window – below the sill only – to create a new door opening. Existing glazed link roof to be replaced with a clay tiled roof with rooflights. OPC comments: this application supersedes 18/P/02278 (to which OPC had no objection but which was withdrawn). The new application is for similar work but now incorporates amendments suggested by GBC Planning in pre-application advice. No objection. GBC decision awaited as at 07/04/2019.

**11. Reference: 19/P/00323 Location: Bridge End Cottage, Ockham Lane, Ockham, GU23 6NR**

Proposal: Proposed conversion of loft space to habitable accommodation including dormer window to front and rear elevations and roof light to side elevation. Changes to fenestration including new side doors on south elevation. Mr Bevan declared an interest and agreed to refrain from the discussion other than to correct an error in the south east boundary of the garden as described in the plans attached to the application. Cllrs agreed to forward comments to Cathy Walton. GBC decision awaited 07/04/19.

**12. Reference: 19/T/00058 Location: Brook House.** Proposal: Application for tree works. T1 Ash tree – remove lowest 3 branches. T2 Cypress – Fell to ground level. T3 Ash tree – reduce back to old reduction points (Ockham Conservation Area). OPC comments: this site is within the Ockham Conservation Area. The trees are in the rear garden and are not subject to TPOs. However, they are not stated to be diseased, in danger of falling or likely to cause subsidence or structural damage. GBC decision awaited 07/04/19.

**13. Reference: 19/P/00377 Location: Royal Horticultural Society Gardens, Wisley Lane, GU23 6Q**

Proposal: Variation of condition 17 of 16/P/00976, approved to allow alterations to the scheme and substitution of drawings numbers. OPC comments: the variations (to the approved erection of a two storey building accommodating science, education, research and restaurant facilities) though numerous appear to be relatively minor design features internally and externally. GBC decision awaited 07/04/19.

**14. Reference: 19/P/00359 Location: Forest View, Long Reach, Ockham, GU23 6PG**

Proposal: Erection of car port. OPC comments: GBC recently approved the change of use of a single storey office to a residential building at this site (which is of reasonable size). The proposed car port comprises an oak frame structure with plain roof tiles to match the existing building with spaces for 2 vehicles, plus storage for bins, logs and bicycles. The existing driveway is broad with provision for 10 cars. GBC decision awaited 07/04/19.

**15. Reference: 19/P/00547 Location: Tankards, Ockham Road North, Ockham, GU23 6NQ**

Proposal: the formation of a new access following the closure of the existing and construction of a new inner boundary wall and gates. OPC comments: the proposal is based on safety considerations and involves moving the access way further along Ockham Road North northwards in the direction of the Ockham roundabout and having a longer entrance space between the public road and the driveway gates. Surrey Highways were consulted through pre-planning application advice and state that it is unlikely that they would raise any objections to the proposal. Tankards is in the Green Belt and close to a non-designated heritage asset (Ockham Park). OPC Councillors to pass on any comments.

ALL

**16. Reference: 19/P/00558 Location: Forest View, Long Reach, Ockham, GU23 6PG**

Proposal: Erection of a rear infill extension.

OPC comments: following the recently approved application (Ref: 18/P/01849) to convert the building from office (B1) to residential (C3) (to which OPC had objected on grounds of Green Belt and loss of an employment site) this application is stated to be a resubmission of an also previously approved application (Ref: 09/P/01873) for a “modest infill extension [ground floor] of 3.36m between the two rear gables”. OPC Councillors to pass on any comments.

ALL

**17. Reference: 19/P/00531 Location: 3 The Gardens, Old lane, Cobham, KT11 1NB**

Proposal: Part two storey part single storey extension. OPC comments: the property is in the Green Belt and near the Thames Basin Heaths SPA. Original house, like others in The Gardens has been extended over the years. Proposals would add an entrance lobby, utility room, wc/shower room, and a new kitchen and dining area at ground floor level and a larger bedroom

2 and bathroom at first floor level. The overall foot print/floor area of the original house has to date been increased from 101 sq. m to 166 sq.m (64%) which would be further increased to 233 sq.m (130% over the original and 40% over the current). Nos. 1, 2 and 4 The Gardens have all been extended by greater or lesser amounts/percentages over the years. OPC agreed to object, Councillors to pass on any comments. ALL

#### 19/47 Highways

- a.) Letter to Highways - Circulated response received to the letter sent to Highways regarding the hazardous litter. PC
- b.) Litter picking equipment sets - Agreed to take up the offer of 20 litter picker sets from GBC. MA
- c.) Missing direction signs on the footpath on the FWA – Dr Aish agreed to follow up. MA
- d.) Complaints re the Ockham Bites menu advertised on the A3 – Dr Aish agreed to write to Bahram Assadi at SCC Highways about the signs. MA

#### 19/48 Financial Matters

- a.) Cheques paid out/money received to bank account - Community Account as at 29<sup>th</sup> March 2019 £6,545, Business Premium Account of £3,429. Cheques signed for SSALC/NALC subs for 2019/20 -£128.23, Printer cartridges -£65.06, Stennet Landscapes – to erect noticeboard £144, Plaque for tree - £30, GB Walker for garden maintenance - £110, Reimbursement to fix the gate £11.28 Received HMRC VAT refund - £974.48 and refund from Norbury Park £102. Agreed to cancel the BT contract from 18<sup>th</sup> May 2019. Received Precept in April of £6,300.
- b.) External Audit arrangements for Smaller Authorities PKF Littlejohn LLP – received details of audit arrangements to be carried out for 2018/19 for approval at a future meeting. PC
- c.) New signatories for the bank account – Agreed for Dr Aish and Miss Lofthouse to be set up as signatories. JL/MA/PC

#### 19/49 Correspondence

- a.) Received the GBC results of the uncontested election for Ockham Parish Council. Details published on the noticeboard and the statements of persons nominated for the Lovelace Ward. Notified of the requirement for candidates to complete the election expenses to return to GBC by 30<sup>th</sup> May 2019. ALL

#### 19/50 Any item for noting or inclusion on a future agenda

- a.) Notification received of the SCC Members Allocation for £5k. Cllrs were asked to bring back ideas to the next meeting. ALL
- b.) Vote of thanks was given to Mr Bevan as his last meeting. The Chair expressed that OPC cannot thank Mr Bevan enough for all the work he has undertaken as the Planning lead, as Vice Chair and in many other areas. Mr Bevan expressed that he has enjoyed the role and will be sad to be leaving pending a house move.

**19/51 Date of next meeting** – Tuesday 14<sup>th</sup> May 2019 at 8pm in the Parish Rooms

There being no further business the meeting ended at 7.45pm  
*Alyson Blackwell, Clerk to Ockham Parish Council*