

OCKLEY PARISH COUNCIL

CLERK: MRS S BELL
77 HIGHLANDS ROAD
HORSHAM
WEST SUSSEX
RH13 5ND
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MINUTES OF MEETING

A meeting of Ockley Parish Council was held on Wednesday 28th May 2025 at 7.30 pm at Ockley Village Hall.

1. Election of Chairman

JW put himself forward and ALL Councillors voted and agreed for JW to be Chairman.

2. Election of Vice Chairman

JLS proposed to continue on as Vice Chairman and ALL Councillors voted and agreed for JLS to continue as Vice Chairman.

3. Attendance and Apologies for Absence

Councillors present

Mr J Wright	Chairman
Mrs L-J Clarke	
Mr B Thorne	
Mr J Lee-Steere	
Mr C Calvert	
Ms S Bell	Clerk

Mrs Z Biasuzzi sent her apologies, 3x members of the public and District Councillor Magesh were present.

4. Declaration of interests and notification of changes to members interests

JL-S

- Jayes Park Estate
- Treasurer and Committee Member Ockley Housing Association
- Churchwarden of St Margaret's and Trustee Ockley School Building

BT

- Ockley Village Hall Representative

JW

- Coles Lane

5. Public session (Allocated time limit of 15 minutes at the discretion of the Chairman)

A member of public raised concerns regarding the curb heights outside her property on Stane Street which was discussed in a previous meeting. She has not had any updates since this. JW also offered to make contact to come and visit the area. Clerk to chase HC for an update.

Another member of public raised concerns of a mound of earth that had been dumped causing disruption to line of sight on the road on the green along Stane Street. There was discussion on whose ownership this was. Also the road has a lot of potholes and needs fixing. Jayes Estate would look into this.

6. Approval of the Minutes of the Parish Council 13th March 2025

LJ approved and CC seconded the approval of the minutes from the previous meeting.

7. Councillor Vacancy on Council

It was noted there is a Councillor vacancy and the Clerk to advertise this post in the noticeboard and Facebook.

8. Council Policies and Procedures

The Clerk sent these out to Councillors for review.

- Review of the following Council policies and procedures in accordance with Standing Order 5j:
- **Risk Assessment** – Two signatories ZW, BT, AB to be removed. JW, LJ to be added. All Councillors agreed.
- **Scheme of Delegation** – All Councillors agreed
- **Lone Working Risk Assessment** – All Councillors agreed
- **General Reserve** – All Councillors agreed
- Please see our website for policies www.ockley-parishcouncil.co.uk

9. Planning matters – to consider the planning applications listed below:

MO/2025/0572/CC

Jayes Park, Forest Green Road, Ockley, Dorking, Surrey, RH5 5RR

Proposal: Variation of condition 2 of planning permission MO/2023/1237 for the refurbishment and extension of existing agricultural barn to provide a commercial building comprising the following use classes: E(g) Uses which can be carried out in a residential area without detriment to its amenity: E(g)(i) Offices to carry out any operational or administrative functions; E(g)(ii) Research and development of products or processes; E(g)(iii) Industrial processes; and, B8 Storage or distribution to allow for plan adjustments, to increase the ridge height of the east side building and remove the dual pitch design.

31-Mar-2025

MO/2025/0537/PLAH

Sunmead, Weare Street, Ockley, Dorking, Surrey, RH5 5JD

Proposal: Demolition of rear conservatory. Proposed 3 No. rear dormers, hip to gable roof alterations and fenestration changes.

28-Mar-2025

MO/2025/0468/PCL

4, Brickyard Copse, Ockley, Dorking, Surrey, RH5 5TJ

Proposal: Certificate of lawfulness for a proposed development in respect of the erection of a single storey side and rear extension.

14-Apr-2025

MO/2025/0467/PCL

1, Brickyard Copse, Ockley, Dorking, Surrey, RH5 5TJ

Proposal: Certificate of lawfulness for a proposed development in respect of the erection of a single storey side and rear extension.

08-Apr-2025

MO/2025/0466/PCL

5, Brickyard Copse, Ockley, Dorking, Surrey, RH5 5TJ

Proposal: Certificate of lawfulness for a proposed development in respect of the erection of a single storey side and rear extension.

08-Apr-2025

MO/2024/1222/PLA

Stylehurst, Weare Street, Ockley, Dorking, Surrey, RH5 5JD

Conversion of existing residential store/garage into new dwelling, with single storey rear extension, raising of the ridge line, two rear dormers and introduction of accommodation within the roof.

Appeal Start Date: 18-Mar-2025

MO/2025/0198/CAT

16, The Green, Ockley, Dorking, Surrey, RH5 5TR

Proposal: G1 - Group of Three Ash trees suffering from Ash Die Back - Fell to ground level

NO OBJECTION
14-Mar-2025

MO/2023/1976/PLA MAJOR
Land to the west side of Stane Street, Ockley, Dorking, Surrey, RH5 5TH
Proposal: Erection of 14 No. dwellings with associated access and landscaping.
Dismissed
12-Mar-2025

MO/2025/0788/AC
Land south of Coles Lane, Ockley, Dorking, Surrey, RH5 5HW
Discharge of Condition 5 of approved planning application MO/2020/0667 (Appeal Ref: 3272057) for the 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.
01-May-2025

JW giving update 84 different applications. JW met with developers and Capel Parish Council to promote the village. Capel will get more CIL as they have their NPD in place. Discharging conditions section 5 has been discharged, undecided geological survey, has been done but MV have not received the report. Partial discharge. A meeting is taking place on the 16th June with Bewley Homes with Capel Parish Council. Councillor Magesh read out email from planning from MVDc. Letter sent to Surrey Highways, to keep Councillor Magesh up-to-date with the emails. JW to write letter and send to the Clerk to forward to the planning department.

MO/2025/0239/ECL
Chenies, Woodland Drive, Ockley, Dorking, Surrey, RH5 5HZ
Certificate of Lawfulness for an existing development in respect of the erection of a rear conservatory.
Decision: APPROVED

MO/2025/0771/EBC
Land to the west of Stane Street, Ockley, Dorking, Surrey
Alterations to the high voltage (HV) overhead line poles at Ockley, Dorking.
01-May-2025

MO/2025/0691/AC
Carpoles Barn, The Green, Ockley, Dorking, Surrey, RH5 5TR
Discharge of conditions 3, 5, 6, 8 and 9 of approved planning permission MO/2022/1841 for the conversion of redundant barn to single dwelling.
29-Apr-2025

MO/2025/0689/CC
3, Upper Oakdale Cottages, Weare Street, Ockley, Dorking, Surrey, RH5 5NN
Variation of Condition 2 of approved planning application MO/2024/1326 for the erection of Oak framed two storey side extension with Juliet balcony to rear to allow porch to side elevation; front door and porch moved on front elevation; 2 No. first floor side windows; 2 No. first floor rear window (replacing single window); removal of step in existing rear elevation and alterations to internal layout.
16-Apr-2025

MO/2025/0725/PN1AA
Sunmead, Weare Street, Ockley, Dorking, Surrey, RH5 5JD
Prior notification for the construction of an additional storey on the dwelling not exceeding a height of 9.49 metres.
23-Apr-2025

MO/2025/0662/PCL
Sunmead, Weare Street, Ockley, Dorking, Surrey, RH5 5JD
Certificate of Lawfulness for a proposed development in respect of a detached outbuilding.
14-Apr-2025

MO/2025/0661/PNHH
Sunmead, Weare Street, Ockley, Dorking, Surrey, RH5 5JD
Prior notification for the erection of a single storey rear extension of 8 metres deep and 4 metres high with a height to the eaves of 2.1 metres.
14-Apr-2025

10. Finance

a) Accounts to be paid - as shown on website

Clerk read out the accounts.

b) Verify bank statements to budget spreadsheet

These were read through by JLS and signed.

c) Annual Governance and Accountability Return (AGAR) 2024/25

i) The Annual Governance Statement

This was sent to Councillors and read out by the Clerk. All Councillors agreed to the statements listed 1-9.

ii) The Accounting Statements

d) Exercise of Public Rights – To approve the period of public rights to inspect the AGAR from Monday 3 June – Friday 12 July 2025

Councillors agreed.

e) Analysis of Variances

This was sent to Councillors and read out by the Clerk.

11. Crime figures – list to be provided

No report received.

12. Future MV Local Plan

Nothing to discuss.

13. Ockley NDP

Grant funding to be applied for in June. It was advised Dick Thomas applied for the funding previously so CC to email for advice. Also, CC to contact James Garside to arrange another meeting.

14. Social Matters

LJ noticed the Millennial bench in the play area is in need of some attention and asked whether this was something OPC could get quotes for. She also managed to get metro bus on board with the connections between Capel and Ockley. HC working with officers to decide on what is the best option. LJ to keep Councillors updated. Vacancy for parish council and Jason Wright to add an article for the WOOF magazine.

Meet and greet for Ockley. Clerk to obtain card and write a little message for Shirely Dean-Webster for her volunteering for litter picking over the years.

15. Play Area

There was a gap in the fence which the Clerk had reported to the contractors. They advised one part of the fencing had been damaged in transit. The company have now completed the fencing.

16. The Green Maintenance

Two quotes were discussed amongst the Councillors from Osborne Landscapes and SJH Garden Services. It was agreed for SJH Garden Services to be chosen due to the more detailed work for similar quotation. Jayes Estate and OPC share responsibility over the green. It was discussed that the trees have become very overgrown and it was established Jayes Estate own the trees. The Clerk is to obtain quotes for the trim of the trees. It was agreed amongst Councillors for the Cricket Club to trim during the season and for the Parish Council to arrange for strimming at the beginning and end of the year. JLS also raised about the football posts not being in use due to the grass not being cut and possibly need to be removed.

17. Randhawa Farm

It was raised about how much activity is taking place around the farm. There have been animals escaping onto the main road, numerous lorries possibly fly tipping and delivering hay to feed the animals and people living on the land. Residents have not seen any difference or improvement in the waste. Clerk read out the update from the EA officer. With regards to people sleeping on the land, this has been reported to the Environment Agency but it was raised this should be passed to MV Enforcement Planning Department rather than EA. Councillor Magesh admitted the MV Enforcement Planning Department is very stretched. Clerk to email planning officer Steve Thorpe for an update. CC asked if Local News are aware of the situation. Any correspondence to include District Councillors and Abinger Parish Council.

18. Items for Action Tracker

Bin alongside the green BT has been emptying and now wants to stop. Parish Council bin to be removed.

19. Date of next meeting 7th July 2025