

**MINUTES OF THE ANNUAL MEETING OF OCKHAM PARISH COUNCIL**  
**Tuesday 12th May 2026 at All Saints' Church**  
**Commenced at 6.30pm**

<b>PRESENT:</b>	<b>In attendance:</b>
Mrs Jamieson (Chair)	SCC Cllr Booth
Dr Aish	
Mr Bevan	
Mr Harkness	
Ms Hickson	
Ms Moran	

**26/871 Election of Chair for 2026-27**

Dr Aish proposed the re-election of Mrs Jamieson as Chair and seconded by Mr Bevan.

**26/872 Acceptance of Office as Chair**

Declaration and acceptance of Office received from Mrs Jamieson as Chair.

**26/873 Election of Vice Chair**

Mrs Jamieson proposed the re-election of Mr Waldman as Vice Chair and seconded by Dr Aish. Mrs Jamieson had spoken to Mr Waldman as sent apologies for the Meeting. Mr Waldman had confirmed that he would accept if re-elected as Vice Chair.

**26/874 Acceptance of Office as Vice Chair**

Declaration and acceptance of Office as Vice Chair to be received at the next Meeting  
**Action SW**

**26/875 Apologies for Absence**

Apologies were received from Mr Waldman and GBC Cllr Oven.  
 Noted apologies from Cllr Young and Cllr Evans elected as the representatives for the Horsley Ward for the new Unitary West Surrey Council, to serve as shadow Cllrs until they take up their role on 1 April 2027.

**26/876 Disclosure of Interest**

No disclosures of interest.

**26/877 Approve Minutes of the Parish Council Meeting on 14th April 2026**

The Minutes of the Meeting held on 14th April 2026 were approved and signed by the Chair.

**26/878 Matters Arising not on Agenda**

**i.) 25/866c.) YFS Memorial Garden Biodiversity Project** – Agreed to bring forward to a future meeting the ideas from Mrs Bevan for planting at the War Memorial for the unspent £662 for the project. The Clerk agreed to check the deadline with SCC to complete the project as ideal to plant in the autumn. **Action PB and Clerk**

ii.) **25/867 OPC Burial Ground Fees, Charges and Regulations** - Mr Bevan confirmed that he is working on the follow up actions agreed at the last Meeting, as proposing one amendment. **Action PB**

### **26/879 Update from SCC Councillor Booth**

The Cllrs thanked Cllr Booth for his support to the Parish Council and welcomed the opportunity to continue to work together for the year ahead. They conveyed their regret that he had not been re-elected as value his contribution.

#### **i.) Update from SCC Cllr Booth**

a.) Pavement by the War Memorial, Ockham Road North - Cllr Booth advised that the pavement works scheduled to commence in April have been delayed until September 2026.

b.) Brick Kiln – Update provided on the regular Meeting regarding Enforcement actions. Re Eagle Farm on- going monitoring taking place by SCC/GBC. Re the main site GBC and SCC are working together to monitor. Re: Enforcement EN/25/00363 regarding the over felling of trees, provisional timeframe for replanting has been indicated by GBC.

### **26/880 Planning Matters**

a.) **Current Planning Applications** - The Chair's update report was discussed and noted:

i.) **Ockham Road North** - Enforcement decision - the platform erected over the stream must be removed. Planning application pending, not yet received for the fence.

ii.) **Silver Reach Farm** – A Local Resident in West Horsley had raised an issue regarding industrial equipment on the site. Matter reported to GBC Enforcement and advised no case to investigate has been in use for light industrial for years.

iii.) **Enforcement EN/26/00123** Protection of wildlife on the site of the former Wisley Airfield and surrounds. Concerns have been raised with GBC Enforcement regarding the alleged breach of the planning permission in relation to the skylark mitigation plan.

iv.) **New application reference 26/P/00571** Location: Southend Cottage, Long Reach – Third planning application submitted having sought pre-planning advice from GBC for the erection of ground and first floor side extension following the demolition of the conservatory and part of the outbuilding to reduce the footprint. The Cllrs agreed no objection.

v.) **Land at Alms Heath - Planning Application reference: 25/P/01459**

Decision on planning application 25/P/01459 was refused. Appeal submitted, waiting to hear from PINS with the Appeal number. Enforcement Notice has two Appeals pending. Notes of the Meeting with GBC Planning, OPC representative, Cllr Oven and local residents were circulated to Cllrs.

### **26/881 Financial Matters**

#### **a.) Payments, receipts and bank balance for approval**

The updated budget and cashbook were circulated and approved. Community Account balance as at 12<sup>th</sup> May 2026: £42,144.

Councillors authorised the payment schedule: Castle Water - £49, OPC laptop - £599, Microsoft subscription 2026-27 - £84, Clerk's Admin salary, expenses and HMRC payment for April; gardener's invoice £130, postage stamps - £7, Mulberry Local Authority training for Cllrs - £108 and Internal Audit fees £489.

b.) **Review of inventory of land and other assets** - Approved by the Councillors with no change to the asset register for 2025-26.

c.) **Review of OPC insurance renewal for 2025-26** – The Councillors approved the insurance quote received with Hiscox Insurance Company Ltd from the 1st June 2026 – 31<sup>st</sup> May 2027 for £623.90.

## **26/882 Policies**

**a.) Review and adoption of Standing Orders** – The Cllrs discussed the need to adopt Standing Orders. Following discussions, it was concluded that a simpler version of the NALC template would be edited to reflect current OPC requirements. **Action PB** agreed to revise the draft Standing Orders for approval at a future Meeting.

**b.) The Local Government Association Model Councillor Code of Conduct (2020)**  
Resolved that: The Local Government Association Model Councillor Code of Conduct (2020) be adopted in full by Ockham Parish Council with immediate effect. **Action** The Clerk agreed to publish the Code and notify the Monitoring Officer of the principal authority of its adoption. PB agreed to check the Registers of Interest to ensure all fields are completed.

**c.) Review of Councillor Leads** – The Councillor portfolios were reviewed and agreed:

Dr Aish – Public Rights of Way and Data Protection

Mr Bevan – Financial and Burial Ground

Mr Harkness – Taylor Wimpey Community Liaison – Parish representative

Ms Hickson – Flood Forum. It was agreed that Mrs Jamieson would also attend the next Forum on 26<sup>th</sup> September 2026

Mrs Jamieson - Chair and Planning

Ms Moran – Road safety and VAS

Mr Waldman – Vice Chair and IT

**d.) Next Flood Forum 25<sup>th</sup> September 2026 – to seek Councillor representation –**

Agreed under item 26/882c.)

## **26/883 Highways**

**a.) National Highways** – On going concerns were raised about safety aspects regarding the Ockham roundabout, previously reported. Cllrs were asked to raise any on-going matters with National Highways. Concerns also raised with National Highways by a Local Resident re safety concerns with access to Old Lane from the slip road.

### **b.) SCC Highway issues**

i.) Mr Waldman attended the SCC Meeting – agreed to carry forward to the next meeting.

**Action SW**

ii.) Agreed to apply for YCCF funding for VAS software when it reopens in May 2026. **Action SW**

iii.) Footpath maintenance – needs clearing by the cricket club and Bridge End – SCC advised that the footpath will be cleared in the coming months.

iv.) Police matter in Long Reach with a group sometimes obstructing the highway and also playing Irish bowls in the road, on-going concerns have been expressed by Residents. Agreed to encourage Residents to report any concerns to the Police as it is not a Parish Council matter.

## **26/884 Any Items for Noting or Inclusion on a Future Agenda – no items**

## **26/885 Date of Next Meeting**

Next Parish Meeting — Tuesday 9<sup>th</sup> June 2026 at 7pm at All Saints' Church.

There being no further business, the Meeting ended at 7.45pm.

*Alyson Blackwell, Clerk to Ockham Parish Council*

Signed Chair, Ockham Parish Council