

**MINUTES OF OCKHAM PARISH COUNCIL MEETING**  
**Tuesday 9th June 2026 at All Saints' Church**  
**Commenced at 7.00pm**

<b>PRESENT:</b>	<b>In attendance:</b>
Mrs Jamieson (Chair)	Mrs Blackwell (Parish Clerk)
Mr Waldman (Vice Chair)	SCC Cllr Booth
Dr Aish	GBC Cllr Oven
Mr Bevan	1 Local Residents
Mr Harkness	
Ms Hickson	
Ms Moran	

**26/886 Apologies for Absence**

Apologies were received from West Surrey Shadow Authority Cllr Young.

**26/887 Disclosure of Interest**

No disclosures of interest.

**a.) Acceptance of Office — Vice Chair**

Mr Waldman completed and signed his Declaration of Acceptance of Office as Vice Chair, following his election to the role at the Annual Meeting in May 2026.

**26/888 Questions from Members of the Public**

No questions.

**26/889 Approve Minutes of the Previous Parish Council Meeting**

The Minutes of the Meeting held on 12<sup>th</sup> May 2026 were approved and signed by the Chair.

**26/890 Matters Arising not on Agenda**

**i.) 25/866c.) Your Fund Surrey — Memorial Garden Biodiversity Project**

Noted that SCC have agreed that the remaining planting may be deferred until later in the year and to keep SCC informed of the funds used. Mrs Bevan has kindly offered to provide suggestions for suitable planting. **Action: IJ/PB**

**ii.) 25/867 OPC Burial Ground**

Mr Bevan reported that rather than amending the formal Regulations, he is preparing an addendum for the burial ground regulations. This will be brought to a future meeting. **Action: PB**

**iii.) Enforcement Notice EN/25/00378 - Ockham Road North**

Reported that the platform at the Ockham Road North site (adjacent to the substation) has still not been removed, notwithstanding the enforcement action in place. Awaiting a response from the Enforcement Officer **Action: IJ/EH**

**iv.) Enforcement Notice EN/26/00123 Former Wisley Airfield - Skylark mitigation plan**

Reported that approximately 10% of the designated area has been ploughed. The intention being to sow a spring crop to provide cover. However, given the lateness of the season for a

spring crop of wheat or barley, concerns were expressed about whether effective cover would be established this season. Enforcement notice in place. Thanks were given to Cllr Oven for his support and liaison with the Enforcement Officer.

#### **v.) 26/882 Review and adoption of Standing Orders**

Agreed that the review of Standing Orders has been deferred to the July meeting. **Action PB**

#### **26/891 Update from SCC Councillor Booth**

##### **i.) Your Councillor Community Fund (YCCF) - VAS sign data upgrade**

SCC Cllr Booth advised that he would support the application for YCCF for the VAS sign remote data upgrade, however he has been advised that a prior highways agreement from SCC Highways would be required to support the bid. The estimated cost of the data upgrade for all three VAS signs is approximately £1,300–£1,500.

Councillors discussed the proposal and agreed to support an application for YCCF funding. Cllr Booth agreed to advise on the appropriate SCC Highways contact to obtain the required highways agreement. Mr Waldman agreed to lead on the project. **Action: SCC Cllr Booth / SW**

#### **Update from GBC Councillor Oven**

##### **ii.) Alms Heath — regarding occupancy and antisocial behaviour**

Concerns have been expressed by Local Residents regarding whether there has been a change in occupancy. Response pending from GBC Planning.

Local Residents reported to Claire Upton-Brown, Assistant Director of Planning an escalation in antisocial behaviour at the site, including large groups of men congregating in the evenings; construction of temporary paddocks; horses being kept on site; response pending.

Update has been requested on the status of the Appeals against both the enforcement notice and planning application, response pending.

GBC Cllr Oven has a meeting with Mr Wrobel, Joint Chief Executive for Guildford and Waverley Borough Councils and will raise concerns about the delays in response to correspondence from Residents and Councillors. **Action: GBC Cllr Oven**

##### **iii.) Eagle Farm Enforcement Notice EN26/00110**

The enforcement notice alleges development through the spreading of hardcore to form a hard surface. GBC Planning Enforcement Officer has advised that there is no evidence of importation of hardcore and the case has been closed. Noted there is on-going work in relation to the enforcement notice served on EN/22/00443. Councillors agreed to discuss at the next Brick Kiln meeting.

##### **iv.) Police matter in Long Reach ongoing situation**

Reported that regrettably the situation involving groups using Long Reach and adjacent land remains ongoing. Councillors encouraged residents to report all incidents to the Police or anonymously via Crimestoppers, as the reports carry significantly more weight in addressing the concerns if the Police are kept informed.

##### **ii.) Shadow Authorities – Councillor update**

No further update.

#### **26/892 Planning Matters**

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

**i.) Hazeldene Farm, Ockham Lane Re:2026/1094** - A retrospective planning application has been submitted. The Chair confirmed that the site is in Elmbridge Borough located beyond the Black Swan. Councillors agreed no objection.

**ii.) High Ryde Cottages - Enforcement Notice EN/23/00067** - Awaiting an update from GBC Enforcement.

**b.) Land at Alms Heath** – Covered under item 26/891ii.)

**c.) Former Wisley Airfield update - drainage and water runoff**

The Chair reported that local resident Mr Campbell and Mrs Porter OHRA had met with a Surrey Flood Investigation Officer. Mrs Porter has also shared relevant information about riparian rights with Local Residents. Concerns remain about water from the Taylor Wimpey works being discharged into the ditch network towards Boldermere and noted that this matter needs continued monitoring.

**d.) New Guildford Local Plan**

Noted that Guildford Borough Council has announced a new local plan review, first public consultation expected in September 2026.

**26/893 Financial Matters**

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

The updated budget and cashbook were circulated to and approved by Councillors. Community Account balance as at 9th June 2026: £40,435. The Councillors authorised the payment schedule: AJG Community insurance £623.90; Clerk's admin salary, HMRC payment and home-working expenses for May 2026; gardener's invoice for May 2026 £130, refreshments £5.50, reimbursement VAS sign repair £153.54. This was carried out via Mr Waldman. Receipts: fee for permission for a headstone for plot 162 - £250.

**b.) Annual Internal Audit from Mulberry Local Authority Services Ltd**

The Clerk and Mr Bevan reported on OPC's first internal audit by Mulberry Local Authority Services Ltd on 8th May 2026. The Councillors received the report and agreed to adopt the recommendations as an audit action plan. Key actions arising include:

- Completion of a member acceptance form to confirm agreement to receive council documents electronically; to include a meeting date reference on the agenda.
- Review of Standing Orders (scheduled for July meeting).
- Drafting amendment to Standing Financial Instructions para 5.17
- Adoption of a Risk Register: Councillors agreed to review and advise on a concise register of the top key risks.
- Earmarking of reserves: Auditors recommended that OPC consider earmarking elements of its reserves against identified future liabilities. Some discussion and Cllrs agreed to review as part of the budget setting process in October 2026.
- Interim audit structure: Mulberry recommends an interim audit followed by a year-end audit, rather than a single year-end audit. Noted this approach is not significantly more costly.

Resolved: Councillors approved the audit recommendations as an action plan for OPC's audit compliance work going forward. **Action: PC/PB/ALL**

**Annual Governance Statement and Accounts (AGAR) – Annual Internal Audit report –**

The Internal Audit report for 2025/26 was received and noted. The two areas identified have been actioned: signed External Auditor's report for 2024/25 is on the OPC and a website accessibility statement has been added.

**c.) Section 1 Annual Governance Statement 2025/26**

Councillors approved that OPC's governance and internal control arrangements are operating effectively. The Chair noted that both items flagged by the previous external audit have now been resolved: (a) the website accessibility statement has been produced by OPC's website developer and scanned the website for compliance; and (b) the signed External Auditors report for 2024/25 has been added to the website. Actions reported to the external auditors. Resolved: Section 1 Governance Statement approved and signed.

**d.) Section 2 Accounting Statement for 2025/26**

The annual accounting statement for 2025–26 presented were approved. An explanation of variances from the prior year budget was circulated for information, together with a bank reconciliation. The fixed asset register was noted as no change. Resolved: Annual Accounting Statements approved and signed.

**e.) Notice of Public Rights and Publication for year ended 31<sup>st</sup> March 2026.**

Councillors approved that the Notice of Public Rights will be published on the OPC notice board and website on 10th June 2026. The public inspection period runs from 11th June 2026 to 22nd July 2026. **Action: PC**

Thanks were given to the Parish Clerk and Mr Bevan for all the work involved on the audit arrangements.

**26/894 Highways**

**a.) National Highways — M25/A3 J10 interchange works update**

**Accident at Old Lane / slip road junction**

The Chair reported that an accident had occurred at the Old Lane / National Highways slip road involving a collision between vehicles. OPC had previously flagged this as an issue. Waiting for a response from National Highways. The Chair advised the Cllrs to formally raise matters with National Highways regarding their safety concerns over near misses at the roundabout at Ripley junction. **Action: ALL** Residents will also be reminded to report concerns directly to National Highways to contribute to their audit trail.

**b.) Surrey Highways**

**i.) VAS signs — repair and update** - Councillors thanked Mr Waldman for organising and carrying out the repair to one of the VAS signs. The sign is now operational.

Mr Waldman gave an update on the meeting he attended with Mr Richard Cooper, SCC Highways to review the forthcoming traffic calming and infrastructure works associated with the Taylor Wimpey development.

Mr Waldman agreed to circulate photographs and maps from his meeting with the SCC officer. **Action: SW**

Councillors agreed to invite the SCC Highways Officer to a future meeting to present the plans and to inform Residents. Agreed to approach both East and West Horsley Parish Councils to ask whether they would like to arrange this as a joint event and to invite Residents. **Action: IJ/SW**

The Chair reported that a significant number of motorbikes 30–40 congregate weekly and concerns have been raised about speeding along Elm Lane. On-going liaison with SCC about traffic calming measures.

**ii.) Proposal to apply for YCCF Funding for VAS software** – Discussion held and noted under item 26/891i.)

**iii.) Footpath clearance FP 29 update from SCC** - The Councillors thanked Mr Sharman, Countryside Access, Northwest Surrey for the footpath clearance work and the helpful update report.

**26/895 Any Items for Noting or Inclusion on a Future Agenda**

**i.) Booking for the nightjar walk at Ockham Common** - Reported that the Nightjar walk event was fully subscribed very quickly. Thanks were extended to Mr Matthew Cornwell, Surrey Wildlife Trust for arranging the event

**ii.) SALC Conference** - 5th November 2026, 10.30am – 3.30pm at Silvermere Golf Club. Mr Waldman indicated he would attend diary permitting. **Action SW**

**iii.) Eight Parishes Meeting** - 10th June 2026 West Clandon, 12pm – 2pm - The Chair confirmed attendance. **Action IJ**

**iv.) Albury Parish Council — informal meeting** - Albury Parish Council has approached OPC requesting an informal meeting. Councillors agreed to arrange an informal catch up over coffee. Agreed to make contact with Albury and arrange a suitable date, with volunteer Councillors. **Action: IJ/ALL**

**26/896 Date of Next Meeting**

Next Parish Meeting — Tuesday 14th July 2026 at 7.00pm at All Saints' Church.

There being no further business, the Meeting ended at 8.30pm.

*Alyson Blackwell, Clerk to Ockham Parish Council*

Signed:

Chair, Ockham Parish Council