

MINUTES OF OCKHAM PARISH COUNCIL MEETING
Tuesday 8th September 2026 at All Saints' Church
Commenced at 7.00pm

PRESENT:	In attendance:
Mrs Jamieson (Chair)	Mrs Blackwell (Parish Clerk)
Mr Waldman (Vice Chair)	West Surrey Cllr Evans
Dr Aish	2 Local Residents
Ms Hickson	
Mr Harkness	

26/911 Apologies for Absence

Apologies were received from Mr Bevan, SCC Cllr Booth, Ms Moran and West Surrey Cllr Young.

26/912 Disclosure of Interest

No disclosures of interest.

26/913 Resignation of Ms Moran

The Chair announced receipt of the resignation of Ms Moran from Ockham Parish Council. The Chair noted that Ms Moran had served the Parish Council for a number of years and thanked her on behalf of the Council for her contribution. The Clerk advised that the next step was to notify GBC Democratic Services, to advertise the vacancy for a statutory period; if no request for an election, OPC may then fill by co-option. **Action PC**

26/914 Questions from Members of the Public

Two local residents attended the meeting. A resident raised a concern about visibility at the junction on Ockham Lane, where the hedge of an adjacent property is causing a hazard for drivers exiting their drive. The resident enquired whether a fish-eye safety mirror could be installed, noting that similar mirrors have been put up elsewhere on Ockham Lane. It was noted that as in the conservation area, planning permission may be required. The resident undertook to investigate and report back.

The resident also provided an update on the water meter and agreed to provide a photo of the reading required by the utility company. **Action PC**

26/915 Approve Minutes of the Parish Council Meeting on 14th July 2026

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

26/916 Matters Arising not on Agenda

i.) 25/866c.) Your Fund Surrey – Memorial Garden Biodiversity Project – Noted that the Chair will speak to Claire Bevan ahead of the next meeting for ideas for planting at the War Memorial for the unspent £662 for the project. To be brought forward to the next meeting.
Action: IJ

ii.) High Ryde Cottages – Enforcement Notice EN/23/00067 – Noted that the owners are seeking pre-application consent.

iii.) National Highways – National Highways have offered to attend a public meeting to update Cllrs and residents on the M25/A3 J10 interchange works to discuss the post project

review, data collection and how the information gathered has influenced the scheme. The Council agreed to invite Jonathan from National Highways to the October meeting. **Action: PC**

iv.) GBC Audio Training – Code of Conduct for Parish Councillors – Closed item. Noted that the Clerk had circulated the GBC audio training link to all Councillors to review.

26/917 Updates

a.) Welcome to West Surrey Shadow Authority – Cllr Evans

The Parish Council welcomed Cllr Evans, who attended in his capacity as one of the two West Surrey Shadow Authority Councillors (together with Cllr Young, who had sent apologies). Cllr Evans provided an update on Local Government Reorganisation (LGR) in Surrey.

Cllr Evans advised that the Ministry of Housing, Communities and Local Government (MHCLG) had that day announced a review of the LGR programme. While LGR has been paused in 16 areas and withdrawn in others, it has been confirmed that LGR will continue in Surrey as planned. Decision that Surrey has made progress with planning and at an advanced stage for Vesting Day on 1st April 2027, Elections held.

From 1st April 2027, the 12 existing councils across Surrey will therefore be replaced by two new unitary authorities: East Surrey and West Surrey. In line with existing timelines, Surrey Fire and Rescue Service employees will transfer to a new combined Fire and Rescue Authority. Cllr Evans and Cllr Young have committed to working closely with OPC within the new framework.

The Chair expressed concern about the increased workload the new arrangements would place on just two councillors covering a very large area, compared to the current three Borough Councillors in Lovelace and SCC Cllr Booth, all of whom have provided significant support to OPC. Concerns were noted regarding the reduction in local planning engagement under proposed changes to planning committee structures combined with uncertainty about the impact of LGR for Parish Councils. Concern was expressed that LGR during a period of considerable economic difficulty in terms of the risk of creating additional costs.

26/918 Planning Matters

a.) Current Planning Applications

i.) Enforcement – Swift Cottage, Ockham Lane (Bridge End) – Noted that GBC Enforcement has closed the case. The Parish Council had expressed concern that the trellis erected on a Lovelace wall in the conservation area without consent remains in situ. Noted at a lower height than originally installed.

ii.) Enforcement EN/26/00160 – Property on Ockham Road North – Noted that GBC Enforcement has closed this case. The property within the conservation area had removed roof tiles without planning consent; however, as the tiles have subsequently been replaced, enforcement has closed the case.

iii.) Enforcement Notice EN/25/00378 – Ockham Road North (adjacent to substation) – The Chair updated the Council on the current position regarding the platform structure erected over the watercourse. SCC has stated that watercourse consent is not required. GBC are awaiting submission of a planning application before assessing whether the structure constitutes permitted development. Noted that further liaison with the GBC Enforcement Officer is ongoing.

iv.) Tyrrells – Variation Application – Noted that a minor variation to the existing consent for Tyrrells has been submitted. As OPC did not object to the original application, the Chair agreed to request an explanation from the planning officer about the variation before the Council responds. **Action: IJ**

v.) AECOM Greenbelt / Grey Belt Assessment and New Local Plan – The Chair advised that AECOM's assessment (which feeds into the new Local Plan) has classified all of Ockham as 'grey belt', with the sole exception of Elm Corner which remains designated green belt by virtue of its proximity to the Thames Basin Heath SPA. This includes land within the conservation area. Footnote 7 of the NPPF, which previously provided some protection, has now been removed entirely.

The Council discussed the assessment with Cllr Evans. Concern was expressed that the definition of 'grey belt' is ambiguous and open to interpretation and that the village status of Ockham's settlements and neighbouring villages need some protection.

The Council agreed to the following actions:

- Write to Guildford Borough Council challenging AECOM's assessment, to follow up on the letter from West Horsley Parish Council.
- Write to Zoe Franklin MP in support of a challenge to the grey belt designation.
- Express support to Paula Moss, Vice Chair, Effingham Parish Council, Founder Rural Roar and confirm OPC's interest.
- Raise the matter as a priority item at the Eight Parishes Forum meeting in early October. **Action: IJ**

b.) Land at Alms Heath – Planning Appeals against GBC re 25/P/01459 and against Enforcement Notice

The Chair advised that GBC has refused the application for a new site access at Alms Heath (ref: 26/P/00578). OPC has registered as an Interested Party at the Planning Inquiry, due to commence on 29th September 2026.

A Tree Preservation Order (TPO) originally issued in 1975 in connection with the site has been refreshed by Tim Holman of GBC to cover the 12 trees. The TPO is initially on a six-month provisional basis. The Chair has written a letter in support of the TPO being made permanent and will share the information with the local Community. **Action: IJ**

c.) Former Wisley Airfield – Three Leys Community Trust

The Chair and Mr Harkness attended a meeting with the Three Leys Community Trust in August 2026, along with Cllr Young, Ripley Parish Council and others. The Chair reported the following from that meeting:

- i.) Annual Service Charges – The Community Trust annual charge has been published.
- ii.) Some concerns were raised that elected councillors have not yet been formally involved in the Community Trust governance arrangements. Conferred that the Community assets within the development will remain under the Trust and will not be transferred to OPC. Noted that the OPC precept will increase accordingly as new houses are built.
- iii.) Noted the Chair has received an email today from David Alexander of the RHS Wisley Gardens. Mr Harkness agreed to contact Mr Alexander **Action: EH**
- iv.) Dust Pollution – Noted that significant dust pollution continued from the construction site, with numerous resident complaints received during August. Guildford Environmental Services assisted in securing a pause in works during a period of extreme heat and wind. GBC Enforcement has confirmed the contractor is complying with their Construction Environmental Management Plan (CEMP). Concerns were noted that dust-generating activity continues, and GBC Environmental Services will continue to monitor the situation.
- v.) Flooding – The Chair noted that significant flooding occurred on Elm Lane and at the apron during recent rainfall. Raised as a matter with Taylor Wimpey to ask when the SuDS (Sustainable Urban Drainage System) will be operational.
- vi.) It was noted for the record that the correct name of the development is 'Three Leys' Community Trust'.

26/919 Financial Matters

a.) Payments, Receipts and Bank Balance – For Approval

The updated budget, cashbook and payment schedule were circulated and discussed. The Community Account balance as at 8th September 2026 is £37,155. The Councillors authorised the payments schedule for August 2026: Gardener's invoice – £130; Clerk's Admin salary, home working expenses and HMRC payment. All paid in August in line with the Council's financial instructions; formally approved at this meeting. September 2026: Clerk's Admin salary, home working expenses and HMRC payment. Receipts for burial ground fees for plot 23 - £300 and plot 183 - £250.

Mr Waldman agreed to act as bank signatory. The Clerk agreed to contact Barclays to complete the necessary mandate changes. **Action: PC/SW**

b.) Section 3 – External Auditor Report (AGAR 3) – For Noting

The Clerk advised that the external auditor's report AGAR 3 from PKF Littlejohn for 2025/26 is pending for completion by 30th September 2026. The Notice of Conclusion of Audit and AGAR 3 will be published on the OPC website once the report is received. **Action: PC**

c.) Interim Audit Arrangements for 2026/27 – For Discussion

The Clerk circulated details of a proposed interim audit arrangement from Mulberry LAS, whereby the auditors would visit during the year to review governance arrangements, with the financial review undertaken remotely at year end. The Councillors agreed to proceed with the interim audit arrangement and noted that there may be a slight increase in cost. The Clerk agreed to contract them to arrange. **Action: PC**

26/920 Policies

a.) Review of Draft Risk Register – For Discussion

Agreed to defer the item to the next meeting. Dr Aish advised that no suggestions had been received from Councillors for inclusion. Dr Aish agreed to present a draft for approval at the next meeting. **Action: MA**

b.) Lone Working Policy and Safeguarding – For Discussion

Further to discussion at the last meeting Ms Hickson had consulted SALC regarding the need for a safeguarding policy. Advised that a safeguarding policy is generally only required where an organisation works with vulnerable people and considered that it was not necessary to adopt one. Suggested that OPC consider a lone working policy, to cover situations where a Councillor or the Clerk is working alone with an unfamiliar person, or in circumstances where others are not present. Ms Hickson and Dr Aish agreed to liaise about the risk and if appropriate for a lone working policy, to be brought forward for approval at a future meeting. **Action: JH / MA**

c.) OPC Burial Ground – Amendment to Fees, Charges and Regulations – For Approval

The Chair noted that Mr Bevan had reviewed and updated the OPC Burial Ground fees, charges and regulations, incorporating a small number of further amendments. The Councillors reviewed and approved the revised document for adoption. Thanks were expressed to Mr Bevan for his valuable work. **Action: PC to publish on the website**

26/921 SCC Highways

a.) Joint Highways Event – Richard Cooper, SCC Principal Transport Development Planning Officer

The Chair advised that a meeting on Teams with Richard Cooper (SCC) has been arranged for 24th September 2026 to discuss the highways and cycling infrastructure programme for the Taylor Wimpey development at the Former Wisley Airfield and the current delay. The

meeting will include East Horsley, West Horsley and Ockham Parish Councils to plan for a meeting with the Local Community. Agreed to send an invite to Mr Waldman and Cllr Evans to attend. **Action: IJ / SW / DE.** Noted that the works would be funded by Taylor Wimpey under Section 106 agreements.

b.) VAS Data – Speed Monitoring Software

Further to previous discussions about obtaining SCC grant funding for VAS software, the Chair reported that Surrey Highways recommended using ‘Compass’ software, which captures vehicle speed and volume data from connected vehicles already in use on the road network, without requiring any hardware installation. Costs around £3,000 per year.

Mr Waldman noted that OPC already has a second speed monitoring system in place via Message Maker at a lower cost. The Council agreed to defer a decision until after the 24th September to review the best equipment needed to collect benchmark data. Mr Waldman agreed to find out further information from Compass software. **Action: SW**

c.) Ockham Common Site Visit

Reported that following a site visit with Surrey Countryside including GBC Cllr Oven, SCC Cllr Booth, the Chair and Frances Porter Chair OHRA, to review the decision about boardwalk on Ockham Common near the lake not being replaced due to the significant costs. Requested that a formal path is created slightly further from the lake to replace the boardwalk.

The Chair reported on the discussion about the removal of the bund by National Highways alongside the A3 at Elm Corner as it provided significant habitat including a badger sett for at least 15 years and noise reduction as OPC has requested reinstatement. Advised that SCC does not have the funds available. Mr Percy from SCC agreed to follow up the request with National Highways.

d.) Eastern Villages Flood Forum – 25th September 2026

The Chair reported on the arrangements for the next Flood Forum on 25th September 2026. Given the lack of significant rainfall over the summer months, most items remain as pending. Agreed to ask Residents via OPC News to report on flooding issues. **Action: IJ/ JH**

The Chair reported on the concerns that tanker lorries from Thames Water have for some weeks been discharging effluent via a manhole off Ockham Lane, with the source of the problem being at Effingham pumping station. Complaints have been received as the tankers are causing noise, vibration, road domination and odour for local residents. Asked Thames Water to ask to find an alternative discharge location. The Council agreed to ask Residents to submit complaints directly in order that the complaint reference numbers can also be used for monitoring and to report at the Flood Forum. **Action: IJ to include Thames Water complaints link for OPC News**

26/922 Any Items for Noting or Inclusion on a Future Agenda

- a.) Difficulty for access to footpaths due to overhanging trees on Ockham Lane.
- b.) Increase in dead animals on the road and advise for reporting incidents. Agreed that links for reporting would be included in OPC News for September 2026.

26/923 Date of Next Meeting

The next meeting of Ockham Parish Council will be held on Tuesday 13th October 2026 at 7pm at All Saints’ Church, Ockham Road North, Ockham, GU23 6NL

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

Alyson Blackwell, Clerk to Ockham Parish Council

Signed: _____ Chair, Ockham Parish
Council Date: _____