

MINUTES OF OCKHAM PARISH COUNCIL MEETING
Tuesday 13th October 2026 at All Saints' Church
Commenced at 7.00pm

PRESENT:	In attendance:
Mrs Jamieson (Chair)	Mrs Blackwell (outgoing Parish Clerk)
Mr Waldman (Vice Chair)	Gabe Han (Parish Clerk)
Dr Aish	SCC Cllr Booth
Mr Harkness	GBC Cllr Oven

26/924 Apologies for Absence

Apologies were received from Mr Bevan, Ms Hickson, West Surrey Cllr Evans and West Surrey Cllr Young.

26/925 Disclosure of Interest

No disclosures of interest were made.

26/926 Questions from Members of the Public

No members of the public were present.

26/927 Approve Minutes of the Parish Council Meeting on 8th September 2026

The Chair noted a correction required to the Minutes of 8th September 2026. Item 26/918(v) stated that Elm Corner remained designated green belt. The whole of Ockham, including Elm Corner, falls within the grey belt designation.

Subject to this correction, the Minutes were approved and signed by the Chair.

26/928 Matters Arising not on Agenda

i.) 26/916(i) Your Fund Surrey – Memorial Garden Biodiversity Project – Mrs Bevan has submitted a planting proposal for the outstanding funds. Quote pending for the gardener fees for the planting. Councillors approved the planting plan and endorsed by SCC Cllr Booth.

Action: PC

ii.) 26/916(iv) National Highways – Mr Wade was unable to attend the October meeting. The Clerk had extended an invitation for the November meeting. Carried forward.

iii.) 26/921(a) The Chair confirmed that the meeting with Mr Cooper (SCC Principal Transport Development Planning Officer) took place on 25th September 2026 with representatives from East Horsley, West Horsley and with Mrs Jamieson from OPC. Outstanding issues with local roads are being addressed by SCC and design team and further clarification of implementation of works to be confirmed in November meeting. Follow up meeting to be arranged.

No update on the bund alongside the A3 at Elm Corner.

iv.) 26/921(b) VAS Software Grant – Mr Waldman undertook to complete and submit the grant form during October.

Action: SW

26/929 Updates

a.) SCC Cllr Booth

SCC Cllr Booth provided the following update:

- Full council met on 13th October 2026.
- Two recent fatalities have occurred on the A246: one at East Clandon and one at the Green Dean junction.
- The civic centre for the new West Surrey unitary authority will be located in Guildford. Paul Follows has been appointed as leader of West Surrey.

The Chair and Councillors noted the update and thanked Cllr Booth.

b.) GBC Cllr Oven

GBC Cllr Oven provided the following update:

- Postcodes / lorry routing – Wisley Acres: Lorries are incorrectly routing through Wisley Lane to Wisley Acres due to postcodes not being available.

The Chair and Councillors noted the update and thanked Cllr Oven.

26/930 Councillor Vacancy

The Clerk confirmed that GBC Democratic Services has been notified of the vacancy arising from Ms Moran's resignation and that the statutory period has elapsed without any community expressions of interest being received. The Council is therefore entitled to co-opt. Arrangements will be made at the November meeting.

Action: PC

26/931 Planning Matters

a.) Current Planning Applications

i.) Local Plan Scoping Consultation – The consultation closes on 14th October 2026.

The Chair confirmed that she had submitted OPC's response, raising three principal concerns: the proposed necessity of the Burnt Common slips development; the AECOM methodology and recommending that GBC withdraw the AECOM report; and the importance of traveller provision.

ii.) Carlmere, Old Lane – Dormer Windows – The Council considered the application and agreed to raise no objection.

iii.) Temporary SANG Car Park – Former Wisley Airfield – Application for a temporary car park to serve the SANG during the early phase of the development. The Council considered the application and agreed to raise no objection.

iv.) Spine Road – Former Wisley Airfield (Reserve Matters) – Reserve matters application for the spine road within the development. The Council considered the application and agreed to raise no objection.

v.) Rural ROAR – The Council noted the Rural ROAR campaign, championed by Effingham Parish Council, in support of rural communities and businesses.
RESOLVED: that Ockham Parish Council adopts the Rural ROAR resolution.

Action: PC

b.) Land at Alms Heath – Planning Appeals

The Chair updated the Council on the position at Alms Heath. The public inquiry (relating to the planning appeal) is expected to close around 4th November 2026 as further information about land ownership has been requested, with a decision anticipated in January or February 2027.

The Chair noted that GBC's legal counsel did not confer with OPC ahead of the inquiry. The Chair agreed to send a letter with feedback about the process to GBC.

Action: IJ

c.) Former Wisley Airfield

i.) SuDS – The SuDS (Sustainable Urban Drainage System) is not yet operational. GBC advise that it will become operational at the first occupation of a property on the development, anticipated by the end of 2026.

ii.) SANG – It was noted that the trees planted in the SANG appear to need water.

iii.) RHS/Nutberry Farm – The Chair reported that she had met with David Alexander of the RHS (Royal Horticultural Society) to discuss various matters including his concern about the landscaping of Wisley Lane.

26/932 Financial Matters

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

The Clerk circulated the updated budget and cashbook. The current Community Account balance was noted £45072.

Receipts: the six-monthly precept of £8,960 was received from GBC; a headstone plot 49a fee of £250 was received.

The following payments were authorised by the Council: Clerk's stipend; HMRC payment; the gardener's invoice £130; and a poppy wreath £23.

The back pay owed to the Clerk was noted and approved. This amounts to £2,416.73, covering a 3% pay increase backdated to April 2026 and 12% holiday pay backdated to April 2024, in accordance with the NALC national pay scale and the Council's agreement at the September 2026 meeting.

Action: PC to process payment to the Clerk

b.) Bank Signatory

Mr Waldman agreed to complete the bank mandate documentation to be added as a second bank signatory at Barclays.

Action: SW

c.) External Audit (PKF Littlejohn) – For Noting

The Clerk confirmed that the external audit of the 2025/26 Annual Governance and Accountability Return (AGAR) has been completed by PKF Littlejohn. The auditors

raised two matters, both addressed. The Notice of Conclusion of Audit was published on 16th September 2026.

An interim audit is to be arranged for the 2026/27 year; the date is pending.

Action: PC/SW

26/933 Policies

a.) Review of Draft Risk Register – For Approval

Dr Aish presented the draft risk register. He confirmed that all risks across the register have been assessed as low. The Council reviewed and approved the risk register.

A lone working policy is being drafted by Ms Hickson and will be brought forward for approval at a future meeting.

Action: JH

26/934 SCC Highways

a.) New Footpath Extension – Ockham Lane

The Council noted that the footpath extension on Ockham Lane is scheduled to commence on 2nd November 2026.

b.) Eastern Villages Flood Forum – 25th September 2026 – For Update

Mrs Jamieson had attended the Flood Forum and circulated notes to Councillors.

The next Eastern Villages Flood Forum will take place date to be confirmed.

26/935 Any Items for Noting or Inclusion on a Future Agenda

a.) Parish Clerk – For Update

The Council welcomed the new Parish Clerk, who has taken up post and attended the meeting. The Chair expressed particular thanks to Mr Waldman for leading the recruitment process and Parish Clerk for providing a thorough handover and induction. The handover period will continue until 13th November 2026.

The new Clerk has been engaged on a contract in accordance with the NALC national pay scale, with a three-month probationary period. Mr Waldman confirmed that he will make the necessary arrangements for payroll.

Action: SW

b.) Eight Parishes Meeting – 7th October 2026 – For Update

The Chair attended the Eight Parishes Meeting on 7th October 2026. Paul Follows (leader of the new West Surrey unitary authority) spoke and provided an update on the West Surrey transition.

The next Eight Parishes Meeting will be hosted by Ockham Parish Council in January 2027, at East Horsley Village Hall, 10.00am to 12.00pm. The Clerk agreed to liaise with East Horsley Village Hall to confirm the venue booking.

Action: PC

c.) Meeting with MP Zoe Franklin – 11th November 2026

A Teams meeting with Zoe Franklin MP has been arranged for 11th November 2026, to be attended by the Chair and the Clerk. Councillors were asked to notify of any items they would like raised. The Council agreed that Ms Franklin should be invited to attend a future parish council meeting.

Action: IJ / PC

d.) Remembrance Sunday – 8th November 2026

The Council noted that Remembrance Sunday on 8th November 2026. The ceremony will take place at the War Memorial in the usual way.

26/936 Date of Next Meeting

The next meeting of Ockham Parish Council will be held on Tuesday 10th November 2026 at 7pm at All Saints' Church, Ockham Road North, Ockham, GU23 6NL.

There being no further business, the meeting ended.

Gabe Han, Parish Clerk to Ockham Parish Council

Signed: _____

Chair, Ockham Parish Council

Date: _____