

Wotton Parish Council

To: All Parish Councillors

All Members of **Wotton Parish Council** are summoned to attend the **Annual Meeting of the Council** to be held **at 7pm on Tuesday 6 May 2025** at **Wotton Village Hall**.

Public Questions: Ten minutes will be available for the public to express a view or ask a question on relevant matters on the agenda. Members of the public are welcome to attend all Parish Council meetings.

AGENDA

- 1 Appointment of Chairman
- 2 Appointment of Vice Chairman
- 3 Declarations of Interest
- 4 Public Questions
- 5 Minutes of Parish Council Meeting on 7 January 2025 and Annual Parish Residents Meeting on 4 March 2025, to be agreed and signed
- 6 Police Report
- 7 Planning: To note/comment on planning applications and decisions received since Parish Council Meeting on 7 January 2025
- 8 Highways
- 9 Approve and sign Accounts for year to 31 March 2025
- 10 Review/approve Risk Assessment, Financial Regulations, Standing Orders
- 11 Dates for Public Inspection of documents
- 12 Note/accept Report from Auditor following internal audit on 2 May 2025
- 13 Review/approve Annual Accounting Statements (AGAR)
- 14 Chairman to sign AGAR including Exemption Certificate
- 15 Finance: (i) Note bank balance; two Councillors to sign bank statements (ii) Agree payments; two Councillors to sign summary page
- 16 Reports: (i) SCC (ii) MVDC (iii) Clerk
- 17 Correspondence
- 18 Dates of meetings
- 19 Any other business for note or inclusion on a future agenda

Mrs Lesley Bignell
Parish Clerk

30 April 2025

07958 519350
email: clerkwottonsurrey@wottonparishcouncil.org
www.e-voice.org.uk/wottonpc

POLICE REPORT

To Follow

PLANNING MATTERS NOTIFIED BY MVDC SINCE 7 JANUARY 2025

DECISIONS:

Application No.: MO/2024/1847/PLA
[Link](#)
Location: **Ashmore Park**, Ranmore Common Road, Ranmore Common, Dorking, Surrey, RH5 6SP
Proposal: Relocation of existing access and reinstatement of historic access track.
Decision: **REFUSED**
Decision Date: 14-Jan-2025
Ward: Mickleham, Westcott and Okewood **Parish:** **Wotton**

Application No.: MO/2024/2054/PCL
[Link](#)
Location: **Ashmore Park**, Ranmore Common Road, Ranmore Common, Dorking, Surrey, RH5 6SP
Proposal: Certificate of Lawfulness for a proposed use in respect of the use of the barn for a home business ancillary to the residential dwelling.
Decision: **REFUSED**
Decision Date: 07-Feb-2025
Ward: Mickleham, Westcott and Okewood **Parish:** **Wotton**

Application No.: MO/2024/1640/PLA
[Link](#)
Location: **3 and 4, Old Dene Cottages**, Ranmore Common Road, Westhumble, Dorking, Surrey, RH5 6AZ
Proposal: Remodelling and extending two neighbouring private residential properties into 1 No. dwelling. Erection of a new two storey side extension, single storey side extension and first floor rear extension with a cover over existing well to the front elevation, patio area to rear and side terrace and sculpture feature, solar panels to existing car port roof.
Decision: **APPROVED WITH CONDITIONS**
Decision Date: 17-Feb-2025
Ward: Mickleham, Westcott and Okewood
Parish: Westhumble (Unparished), **Wotton**

Application No.: MO/2024/1682/AC
[Link](#)
Location: **Polesden Farm**, Polesden Road, Dorking, Surrey, RH5 6BE
Proposal: Discharge of Conditions 3, 4, 5, 6, 7, 8, 9, 10, 11, 15, and 20 of

planning permission MO/2022/0907 (allowed on appeal ref: APP/C3620/W/23/3332649) for the demolition of 4 No. barns. Construction of biomass plant building, barn and one x 4 bedroom dwelling. Conversion of tithe barn to one x 5 bedroom dwelling and conversion of former stables/workshop buildings to 2 No. 3 bedroom dwellings. Retention of original farmhouse. Creation of new hard and soft landscaping, car parking, turning and driveway areas.

Decision:

Decision Date:

Ward:

Parish:

SPLIT DECISION (TREE OR CONDITIONS)

26-Feb-2025

Bookham West, Mickleham, Westcott and Okewood, Within 20m of Bookham West, Within 20m of Mickleham, Westcott and Okewood Bookham (Unparished), **Wotton**

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Application No.:

MO/2025/0036/AC

[Link](#)

Location:

Proposal:

Polesden Farm, Polesden Road, Bookham, Dorking, RH5 6BE
Discharge of Conditions 13 & 21 of approved planning application MO/2022/0907 for the demolition of four barns. Construction of biomass plant building, 1 x 4 bedroom dwelling. Conversion of tithe barn to 1 x 5 bedroom dwelling and conversion of former stables/workshop buildings to 2 x 3 bedroom dwellings. Retention of original farmhouse. Creation of new hard and soft landscaping, car parking, turning and driveway areas

Decision:

Decision Date:

Ward:

Parish:

SPLIT DECISION (TREE OR CONDITIONS)

24-Feb-2025

Bookham West, Mickleham, Westcott and Okewood, Within 20m of Bookham West, Within 20m of Mickleham, Westcott and Okewood Bookham (Unparished), **Wotton**

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Application No.:

MO/2024/2224/PLA

[Link](#)

Location:

Proposal:

Decision:

Decision Date:

Ward:

The Flat, Tilling Springs, Broadmoor, Abinger, Dorking, RH5 6JZ
Convert existing ground floor garages into habitable accommodation
APPROVED WITH CONDITIONS
24-Feb-2025
Holmwoods and Beare Green, Mickleham, Westcott and Okewood, Within 20m of Holmwoods and Beare Green, Within 20m of Mickleham, Westcott and Okewood **Parish: Capel, Wotton**

Application No.:

MO/2025/0211/AC

[Link](#)

Location:

Proposal:

Birketts Farm, Tanhurst Lane, Abinger, Dorking, Surrey, RH5 6LZ
Discharge of conditions 8, 10, 11 & 13 of approved planning application MO/2024/0304/PLA for the change of use and associated alterations to existing barns to facilitate wine tasting and associated sales, educational classes and private events and cafe in connection with winery, together with associated parking and toilet facilities.

Decision:

Decision Date:

Ward:

CONDITIONS APPROVED

03-Mar-2025

Mickleham, Westcott and Okewood

Parish: Abinger, Wotton

APPLICATIONS:

Application Ref: MO/2025/0541/PLAH

[Link](#)

Location: **27, Sheephouse Green**, Wotton, Dorking, Surrey, RH5 6QW

Proposal: Erection of single storey rear extension.

Case Officer: Ella Barrett-Patel

Registration Date: **28-Mar-2025**

Applicant Name: Mr J McGorry

Ward: Mickleham, Westcott and Okewood

PSH/Area: **Wotton**

Application Ref: MO/2025/0580/TFC

[Link](#)

Location: **Yew Tree Acre, Ranmore Road**, Dorking, Surrey, RH4 1TL

Proposal: T1, Common Beech - Crown reduce western part of the crown by approximately 1.5 metres. T2, Common Beech - Crown reduce by approximately 5 metres.

Case Officer: Jordon Guenigault

Registration Date: **31-Mar-2025**

Applicant Name: Helen Fairfax

Ward: Dorking North, Within 20m of Mickleham, Westcott and Okewood

PSH/Area: Dorking (Unparished), **Wotton**

APPENDIX 3

Meeting Dates for 2025 - 2026

2025

Parish Council Meeting	7 January
Residents Annual Parish Meeting	4 March
Annual Parish Council Meeting	6 May
Parish Council Meeting	1 July
Parish Council Meeting	7 October

2026

Parish Council Meeting	6 January
Residents Annual Parish Meeting	3 March
Annual Parish Council Meeting	5 May
Parish Council Meeting	7 July
Parish Council Meeting	6 October