

Wotton Parish Council

To: All Parish Councillors

1 May 2024

All Members of **Wotton Parish Council** are summoned to attend the **Annual Meeting of the Council** to be held at **7pm on Tuesday 7 May 2024** 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 Co-option of Councillor
- 4 New Councillor to sign Declaration of Acceptance of Office
- 5 Declarations of Interest
- 6 Public Questions
- 7 Minutes of Parish Council Meeting on 9 January 2024 and Annual Parish Residents Meeting on 5 March 2024, to be agreed and signed
- 8 Updates from January meeting
- 9 Police Report
- 10 Planning: To note/comment on planning applications since 9 January 2024
- 11 Highways
- 12 Approve and sign Accounts for year to 31 March 2024,
- 13 Review Risk Assessment
- 14 Dates for Public Inspection of documents: 3 June to 12 July
- 15 Accept Report of Internal Auditor relating to Audit on 26 April 2024
- 16 Discuss and approve Annual Accounting Statements (AGAR)
- 17 Chairman to sign AGAR including Exemption Certificate
- 18 Finance: (i) Note bank balance; two Councillors to sign bank statements (ii) Agree payments; two Councillors to sign summary page
- 19 Reports: (i) SCC (ii) MVDC (iii) Clerk
- 20 Correspondence
- 21 Dates of meetings
- 22 Any other business for note or inclusion on a future agenda

Mrs Lesley Bignell
Parish Clerk

1 May 2024

07958 519350

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www.e-voice.org.uk/wottonpc

POLICE REPORT

To Follow

APPENDIX 2

PLANNING MATTERS NOTIFIED BY MVDC SINCE 9 JANUARY 2024

DECISIONS:

Application No.: MO/2023/1780/PLAH
[Link](#)
Location: **Mandrakes**, Tillingbourne, Wotton, Dorking, Surrey, RH5 6JY
Proposal: Erection of a two storey rear extension following demolition of existing conservatory, erection of a front porch following demolition of existing.
Decision: **APPROVED WITH CONDITIONS**
Decision Date: 15-Jan-2024
Ward: Mickleham, Westcott and Okewood **Parish:** **Wotton**

Application No.: MO/2023/1960/DEA
[Link](#)
Location: **Coast Hill Farm**, Sheephouse Lane, Wotton, Surrey, RH5 6QH
Proposal: Prior notification for the proposed engineering works to create 2 No. silage clamps measuring 40 metres x 16 metres.
Decision: **PRIOR APPROVAL NOT REQUIRED**
Decision Date: 19-Jan-2024
Ward: Mickleham, Westcott and Okewood **Parish:** **Wotton**

Application No.: MO/2023/1955/CC
[Link](#)
Location: **15, Sheephouse Green**, Wotton, Dorking, Surrey, RH5 6QW
Proposal: Variation of condition 2 of approved planning permission MO/2022/2030 for the erection of a single storey rear extension following demolition of existing conservatory, to allow a change of roof design from pitched to flat roof behind parapet.
Decision: **APPROVED WITH CONDITIONS**
Decision Date: 13-Feb-2024
Ward: Mickleham, Westcott and Okewood **Parish:** **Wotton**

Application No.: MO/2024/0201/PLAH
[Link](#)
Location: **The Old Cottage**, Broadmoor Road, Abinger, Dorking, RH5 6JY
Proposal: Erection of an outbuilding to provide a habitable space following demolition of existing garage/outbuilding.
Decision: **APPROVED WITH CONDITIONS**
Decision Date: 02-Apr-2024
Ward: Mickleham, Westcott and Okewood **Parish:** **Wotton**

Application Ref: MO/2024/0204/LBC **WITHDRAWN: 25 MARCH 2024**
[Link](#)
Location: **The Old Cottage**, Broadmoor Road, Abinger, Dorking, RH5 6JY
Proposal: Erection of an outbuilding to provide a habitable space following demolition of existing garage/outbuilding. **(application for Listed Building Consent)**
Case Officer: Helen Clarke
Registration Date: 06-Feb-2024
Applicant Name: Stuart/Martin Jennings/Milton
Ward: Mickleham, Westcott and Okewood **PSH/Area: Wotton**

Application No.: MO/2024/0241/PLAH
[Link](#)
Location: **Rose Cottage**, Ranmore Common Road, Ranmore Common, Dorking, Surrey, RH5 6SR
Proposal: Creation of parking area for 2 No. vehicles and relocation of heating oil storage tank.
Decision: **APPROVED WITH CONDITIONS**
Decision Date: 05-Apr-2024
Ward: Mickleham, Westcott and Okewood **Parish: Wotton**

Application No.: MO/2024/0305/LBC
[Link](#)
Location: **Birketts Farm**, Tanhurst Lane, Abinger, Dorking, Surrey, RH5 6LZ
Proposal: 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. (Application for Listed Building Consent.)
Decision: **WITHDRAWN**
Decision Date: 25-Apr-2024
Ward: Dorking North, Mickleham, Westcott and Okewood
Parish: Abinger, Dorking (Unparished), **Wotton**

Application No.: MO/2023/1966/PLAH
[Link](#)
Location: **4, Fox Cottages**, Ranmore Common Road, Ranmore Common, Dorking, Surrey, RH5 6SR
Proposal: Demolition of a timber double garage and erection of outhouse to function as a store and studio with slated roof tiles
Decision: **REFUSED**
Decision Date: 19-Apr-2024
Ward: Mickleham, Westcott and Okewood **Parish: Wotton**

APPLICATIONS:

Application Ref: MO/2024/0159/CAT
[Link](#)
Location: **9, Old Hatch Cottage**, The Green, Ockley, Dorking, Surrey, RH5 5TB
Proposal: Leyland Cypress/Leylandi (T1) to reduce height by approximately 40%. Salix Caprea/Goat willow (T2) to carry out a crown reduction of approximately 75%.

Case Officer: Jordon Guenigault
Registration Date: 12-Feb-2024
Applicant Name: Mrs H Grenham
Ward: Mickleham, Westcott and Okewood **PSH/Area:** Ockley, **Wotton**

Application Ref: MO/2024/0211/PLA
Link

Location: **Keepers Cottage**, Ranmore Common Road, Ranmore Common, Dorking, Surrey, RH5 6AZ

Proposal: Extension and conversion of existing garage into a 2-bed dwelling. Demolition of annex building adjoined to main dwelling known as 'Stable Cottage' a lawful dwelling. Relocation of access to stable block.

Case Officer: Sue James
Registration Date: 28-Feb-2024
Applicant Name: J Jenkins
Ward: Mickleham, Westcott and Okewood **PSH/Area:** **Wotton**

Application Ref: MO/2024/0304/PLA
Link

Location: **Birketts Farm**, Tanhurst Lane, Abinger, Dorking, RH5 6LZ

Proposal: 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.

Case Officer: Donna Bulbeck
Registration Date: 05-Mar-2024
Applicant Name: Mr C Grimes
Ward: Mickleham, Westcott and Okewood **PSH/Area:** Abinger, **Wotton**

APPENDIX 3

Meeting Dates for 2024 - 2025

2024

Parish Council Meeting	9 January
Residents Annual Parish Meeting	5 March
Annual Parish Council Meeting	7 May
Parish Council Meeting	2 July
Parish Council Meeting	1 October

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