

WOTTON PARISH COUNCIL

Minutes of a Meeting of Wotton Parish Council held at 7pm on Tuesday 1 July 2025 in Wotton Village Hall

Present: Cllrs Peter Evelyn (Chairman), Andy Cole, Laurence Matthews, David Mir, Gary Burgess, Daniel Bennett, Janet Hunt

In Attendance: SCC Cllr Hazel Watson, a resident, the Clerk.

Apologies: Cllr Steve Hackett

1. **Acceptance of Office:** Cll Evelyn and Cllr Cole signed Acceptance of Office forms in respect of their appointments as Chairman and Vice Chairman which had been agreed at the last meeting.
2. **Declarations of Interest:** None.
3. **Public Questions:** None.
4. **Minutes of Parish Council Meeting on 6 May 2025:** Cllr Matthews proposed that the minutes of the meeting held on 6 May be accepted as an accurate record of proceedings. Cllr Burgess seconded the proposal and all agreed. The Chairman signed the minutes.
5. **Police Report:** (Annex 1) Councillors said it would be useful to know the outcome of investigations into incidents listed on police reports. An incident at the top of Hollow Lane involving several cars had been mentioned at the 6 May meeting and councillors asked why it had not been on the police report. The clerk had asked the police about the incident and received the following reply: *"The last and most recent report for Hollow Lane is dated 30/03/2025 at 02:45 reporting a car going into a ditch/stream. Three occupants went to local resident's home who made the call. Shaken up but not injured. Looks like police were not required to deploy."*
6. **Planning:** (Annex 2) The planning applications and decisions were noted and discussed. The application from the Wotton Hatch Hotel for permission to erect a "stretched tent structure to the rear" was discussed in detail. Councillors had no objections to the proposal but were concerned that the colour of the structure should be in keeping with the surrounding countryside, either a neutral green or brown. Cllr Hunt said she had spoken to the manager about the application, and she did not wish to upset local people. Cllr Hunt said she would speak to the manager about the colour of the tent structure. The clerk was asked to write to the planning department regarding the Parish Council's request for a suitable colour for the tent structure.
7. **Highways:**
 - (i) **Ranmore Road:** Cllr Cole said several traffic signs on Ranmore had been knocked over, or were difficult to see because of overgrown vegetation, and together with the speeding problem the road had become very dangerous.. SCC Cllr Watson suggested reporting the obscured signs on the SCC FixMyStreet website page.

Signed

- (ii) **Sheephouse Lane:** Cllr Bennett said although the width restriction sign had now been found and placed in its original position, the height of the surrounding hedges and brambles stills restricts sight lines of approaching drivers and vehicles are still having to turn into Sheephouse Green. The clerk said she had forwarded Cllr Bennett's email regarding this matter to the highways officer. The clerk was asked to include information about how to report highways problems using FixMyStreet in the next parish magazine.
- (iii) **Hollow Lane:** At the last meeting, Cllr Hackett had asked if the speed limit on Hollow Lane near the cottages could be reduced from its current 40mph following a number of traffic incidents in the area. Cllr Hunt asked why it could not be a 30mph limit on Hollow Lane. Cllr Watson said all speed limits are subject to SCC policy and a survey had been done some years ago resulting in a reduction of the speed limit from 60mph to 40mph, which is appropriate for the road as a whole, but not all parts. In reply to an email from the clerk regarding additional speed/warning signs, Cllr Watson said: *"If a new local sign is wanted by the Parish Council it is classified as a discretionary sign and County Highways will install such a sign if it is paid for by the Parish Council."* Cllr Burgess suggested residents might buy their own Slow Down sign. Cllr Evelyn said the Parish Council could help with that. Cllr Matthews said people do not take notice of speed limit signs. Cllr Hunt asked if the police could do a speed check. The clerk said the police road safety officer has such a wide area to cover that he has to prioritise areas where there has been a fatality. Cllr Evelyn said it is 20mph on several rural roads in the area and if there is an initiative that might garner support to look at the policy surrounding speed restrictions on rural roads this should be looked at. Cllr Watson said the speed limit depends on the width of the road and she believed the speed limits in the area had been pretty much sorted by the reduction of speed limits from 60 to 40.

8. **Finance:** (Annex 3)

- (i) The current bank balance was noted, and the bank statement was signed by Cllr Evelyn and Cllr Burgess.
- (ii) Cllr Matthews proposed agreement of the payments list. Cllr Mir seconded the proposal, all agreed, and the summary page was signed by Cllr Evelyn and Cllr Burgess.

9. **Reports:**

- (i) Cllr Watson gave an update on local government reorganisation. Cllr Evelyn said the Parish Council had seen Mole Valley's report recommending two unitary authorities. Cllr Watson said SCC also recommended two unitary authorities; the recommendation for three is supported by nine boroughs and district councils. There is now a government consultation on the two proposals. Cllr Evelyn asked about local representation and the inference that parish councils will have more influence and responsibilities. Cllr Watson said unitary councils are not a new thing throughout the country. The 12 councils in Surrey will be replaced by two or three unitary councils. The election will be based on County Council divisions and the election will take place in May 2026.

Signed

It will be a shadow authority for one year, with the existing 12 councils running services until April 2027, at which time they will be abolished and the new unitary authorities will take over. There will be a decision from central government in mid-October. The current consultation is being run by the government and individuals or parish councils can respond (*by 5 August*).

- (ii) (a) The clerk had asked about replying to the resident who was concerned about the width restriction signage at the junction of Guildford Road and Sheephouse Lane. This was causing some large vehicles to turn back at the junction and use a less suitable route to reach Surrey Business Park. The suggestion had been to add/change the sign at the junction to indicate that it is the recommended route to the Business Park. (b) An invitation had been sent to Natalie Doane of the National Trust to attend the annual residents meeting in March as one of the speakers. She had asked to defer this to a less busy time of the year but has since moved to another role. Councillors therefore suggested inviting Sarah Archer to come along to the October meeting and speak about the National Trust's work locally.

10. **Correspondence:** (Annex 4) 1. Cllr Evelyn said the response on behalf of the Westcott Village Association to the Surrey Hills Management Plan had been well thought out. 2. Cllr Evelyn asked if anyone was going to the meeting at Westcott with the MP on 21 July and Cllr Cole said he was attending that meeting. Cllr Cole had also been to a Dorking town meeting the previous week at which the figures quoted for empty properties in the town were significantly lower than his own.

11. **Dates of Meetings:** 7 October 2025, 6 January 2026, 3 March 2026, 5 May 2026, 7 July 2026, 6 October 2026.

12. **Any other business for note or inclusion on a future agenda:** Cllr Cole said there had been a serious car accident near the tip recently, causing Ranmore Road to close for over four hours. Ranmore Road near the tip is just outside the Wotton parish boundary. However, Cllr Cole said it would be helpful to know the outcome of any police investigation relating to this accident, as Ranmore Road had been narrowed by overgrown verges in several places and vehicles were being driven too fast given the condition of the road.

Meeting ended at 7.55pm.

Signed

ANNEX 1**POLICE REPORT**

Wotton Parish Council Meeting Police Report 7th May – 30th June 2025
Wotton / Ranmore Common (latest at top)

Wotton / Ranmore Common	Ranmore Common Road	Caravan on fire reported as suspicious origin.
Wotton / Ranmore Common	Guildford Road Wotton	Report of ASB – large number of noisy motorcycles
Wotton / Ranmore Common	White Down Lane	Burnt out vehicle found in woodland. Veh identified and removed to National Trust car park. No further police action.
Wotton / Ranmore Common	Broadmoor Road	Report of someone driving under the influence of drugs. Details taken for Intel Report
Wotton / Ranmore Common	Hollow Lane	Concern for safety for teenage son in mental health crisis, left with parents.
Wotton / Ranmore Common	White Down Lane	Single vehicle road traffic collision – no injuries.

ANNEX 2**PLANNING MATTERS SINCE MEETING ON 6 MAY 2025****APPLICATIONS:**

Application Ref: MO/2025/0367/PLAH

Link

Location: **Old Dene, Chapel Lane**, Westhumble, Dorking, RH5 6BA
Proposal: Alterations to outbuilding including changing the roof from flat to pitched, installation of solar panels and changes to fenestration.

Case Officer: Ella Barrett-Patel

Registration Date: **06-May-2025**

Applicant Name: Mr N Ventham

Ward: Mickleham, Westcott and Okewood **PSH/Area:** **Wotton**

Application Ref: MO/2025/0609/PLAH

Link

Location: **10, Sheephouse Green**, Wotton, Dorking, Surrey, RH5 6QW
Proposal: Erection of a two storey/ single storey side extension and a new front porch extension.

Case Officer: Hannah Suchy

Registration Date: 08-May-2025

Applicant Name: Hunter

Ward: Mickleham, Westcott and Okewood **PSH/Area:** **Wotton**

Application Ref: MO/2025/0756/PLAH

Link

Location: **The Old Cottage, Broadmoor Road**, Abinger, Dorking, RH5 6JY
Proposal: Replacement of 85 square metre worn tarmac drive with one

	comprising charcoal concrete pavers.
<u>Case Officer:</u>	Sue Read
<u>Registration Date:</u>	14-May-2025
<u>Applicant Name:</u>	Mr Stuart Jennings
<u>Ward:</u>	Mickleham, Westcott and Okewood <u>PSH/Area:</u> Wotton
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<u>Application Ref:</u>	MO/2025/0080/PLA
<u>Link</u>	
<u>Location:</u>	Wotton Hatch Hotel , Guildford Road, Wotton, Dorking, Surrey, RH5 6QQ
<u>Proposal:</u>	Proposed erection of a stretched tent structure to rear.
<u>Case Officer:</u>	Sue James
<u>Registration Date:</u>	08-May-2025
<u>Applicant Name:</u>	Mitchells & Butlers plc
<u>Ward:</u>	Mickleham, Westcott and Okewood <u>PSH/Area:</u> Wotton
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<u>Application Ref:</u>	MO/2025/0740/AC
<u>Link</u>	
<u>Location:</u>	3 and 4, Old Dene Cottages , Ranmore Common Road, Westhumble, Dorking, Surrey, RH5 6AZ
<u>Proposal:</u>	Discharge of condition 1, 2, 3, 4 and 5 of approved planning permission MO/2024/1640 for the remodelling and extending two neighbouring private residential properties into 1 No. Dwelling. Erection of a two storey side extension, single storey side extension and first floor rear extension with a cover over existing well to the front elevation patio and side terrace and sculpture feature, solar panels to existing car port roof.
<u>Case Officer:</u>	Sue Read
<u>Registration Date:</u>	22-May-2025
<u>Applicant Name:</u>	Jacqueline Howe
<u>Ward:</u>	Mickleham, Westcott and Okewood
<u>PSH/Area:</u>	Westhumble (Unparished), Wotton
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<u>Application Ref:</u>	MO/2025/0861/AC
<u>Link</u>	
<u>Location:</u>	Rose Cottage , Ranmore Common Road, Ranmore Common, Dorking, Surrey, RH5 6SR
<u>Proposal:</u>	Discharge of Condition 3 of planning permission MO/2024/0241 for the creation of parking area for 2 No. vehicles and relocation of heating oil storage tank.
<u>Case Officer:</u>	Chris Yeoell
<u>Registration Date:</u>	16-May-2025
<u>Applicant Name:</u>	Sarah Archer, The National Trust
<u>Ward:</u>	Mickleham, Westcott and Okewood <u>PSH/Area:</u> Wotton
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<u>Application Ref:</u>	MO/2025/0898/AC
<u>Link</u>	
<u>Location:</u>	Polesden Farm , Polesden Road, Great Bookham, Dorking, Surrey, RH5 6BE
<u>Proposal:</u>	Discharge of conditions 3, 7, 8, & 21 of approved planning application MO/2022/0907 (Appeal Ref: APP/C3620/W/23/3332649) for the development proposed is 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.

Case Officer: Donna Bulbeck
Registration Date: 21-May-2025
Applicant Name: The National Trust
Ward: Bookham West, Within 20m of Mickleham, Westcott and Okewood
PSH/Area: Bookham (Unparished), **Wotton**

Application Ref: MO/2025/0925/AC
Link

Location: **Leith Hill Place**, Leith Hill Lane, Holmbury St Mary, Dorking, RH5 6LY
Proposal: Discharge of Condition 4 of approved planning permission MO/2022/1656 for the stripping and re-roofing of existing roof covering to the main house, reinstatement in natural slate (to pitched roofs) and lead (to existing flat roofs), improved eaves detailing, rationalisation of gutters, reinstatement of original secret gutter detail. Rationalisation of rainwater and soil pipes to external elevations. Render repairs and application of decorative coating to rendered surfaces. Repair and redecoration of windows. Remedial works to Portland cladding. Insulation at roof level. Minor internal alterations associated with external works. Remedial works to chimneys. Structural repairs following investigation and opening up. Remedial works to restrain and conserve leaning wall.

Case Officer: Chris Yeoell
Registration Date: 27-May-2025
Applicant Name: James Crick
Ward: Mickleham, Westcott and Okewood **PSH/Area:** **Wotton**

DECISIONS:

Application No.: MO/2024/1225/1/NMA
Link
Location: **4, Fox Cottages**, Ranmore Common Road, Ranmore Common, Dorking, Surrey, RH5 6SR
Proposal: Non-material amendment to replace approved brick finish to rear garden studio/store with brick plinth, vertical Douglas fir cladding & lime render
Decision: **APPROVED**
Decision Date: **06-May-2025**
Ward: Mickleham, Westcott and Okewood **Parish:** **Wotton**

Application No.: MO/2025/0541/PL
Link
Location: **27, Sheephouse Green**, Wotton, Dorking, Surrey, RH5 6QW
Proposal: Erection of single storey rear extension.
Decision: **APPROVED WITH CONDITIONS**
Decision Date: 21-May-2025
Ward: Mickleham, Westcott and Okewood **Parish:** **Wotton**

Application No.: MO/2025/0789/AC
Link

Location: 4, **Fox Cottages**, Ranmore Common Road, Ranmore Common, Dorking, Surrey, RH5 6SR
Proposal: Discharge of condition 3 of approved planning MO/2024/1225 for the erection of a rear garden studio/store.
Decision: **CONDITIONS APPROVED**
Decision Date: 29-May-2025
Ward: Mickleham, Westcott and Okewood **Parish:** Wotton

Application No.: MO/2024/1225/2/NMA
[Link](#)
Location: 4, **Fox Cottages**, Ranmore Common Road, Ranmore Common, Dorking, Surrey, RH5 6SR
Proposal: Non-material amendment to change the internal layout of the building to include a w.c. and kitchenette.
Decision: **APPROVED**
Decision Date: 09-Jun-2025
Ward: Mickleham, Westcott and Okewood **Parish:** Wotton

Application No.: 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.
Decision: **APPROVED WITH CONDITIONS**
Decision Date: 13-Jun-2025
Ward: Dorking North, Within 20m of Mickleham, Westcott and Okewood
Parish: Dorking (Unparished), **Wotton**

ANNEX 3

FINANCE

Bank Balances, Receipts and Payments

Unity Trust Bank Account Bank Balances

Bank Statement 31 May 2025	5,690.16
Less: Clerk pay/tax 545.19	
Bank service charge 6.00	
Bank Statement 30 June 2025	5,144.97

Payments 1 July 2025

Hall Hire, 1 July (Inv 274)	30.00		
SCA, Payroll x 3 (Inv 7832)	15.00	3.00	VAT
Helpdesq, email security (Inv 18918)	20.40	3.40	VAT
	_____	_____	
	60.60	6.40	VAT
	_____	_____	

Signed *Peter Evelyn*

Signed *Gary Burgess*

Date: 1 July 2025

CORRESPONDENCE

1. Surrey Hills Management Plan, response to consultation on behalf of Westcott Village Association.
2. SALC Councillors Forum on 2 July at 7.30pm.
3. Invitation to respond to proposals on Local Government Reorganisation. Consultation ends 5 August.
4. Minutes of MVDC/Parish Clerks meeting on 4 June.
5. Invitation to attend a Q&A event at St John's Community Centre, from 6pm to 9pm on Monday 21 July, with MP Chris Coughlan.