

WOTTON PARISH COUNCIL

Minutes of the Meeting of Wotton Parish Council held at 7pm on Tuesday 10 January 2023

Present: Councillors Peter Evelyn (Chairman), Jo Mansfield-Tubb (Vice Chairman), Andy Cole and the Clerk

(Note: It was impossible to hold the meeting in the Village Hall as there were no lights owing to a power cut. The meeting was therefore held in a side room at the Wotton Hatch pub.)

- 1. Apologies for absence:** Cllrs Laurence Matthews, Gary Burgess, David Mir, Steve Hackett. MVDC/SCC Cllr Hazel Watson.
- 2. Declarations of interest:** None.
- 3. Public questions:** None.
- 4. Minutes of the previous meeting:** Minutes of the previous meeting held on 4 October 2022 were proposed by Cllr Mansfield-Tubb, seconded by Cllr Andy Cole, agreed by all and signed by the Chairman.
- 5. Matters arising:** None.
- 6. Police report:** Councillors reviewed the report and discussed the call for any witnesses to a fatal accident at Ranmore Common Road on 4 November (see report attached).
- 7. Council elections:** Elections will be held on 4 May for Mole Valley District Council and all 13 Parish Councils. There have been some boundary changes within Mole Valley since the previous elections. Wotton PC has 8 seats available and there is one vacancy currently. A prospective candidates evening will be held at Pippbrook in late February/early March. The clerk will attend this and collect information for Wotton councillors. It was agreed that a poster about the elections would be placed on noticeboards and the website. It was noted that there may be more than one vacancy by March. Cllr Cole agreed to place the election poster on Ranmore's noticeboard and the local WhatsApp group. Cllr Mansfield-Tubb suggested placing the information in the Vantage magazine which is distributed to every home.
- 8. Planning:** The planning applications received and decided since the previous meeting were discussed (see attached). It was agreed that the improvements proposed in the National Trust's application relating to Leith Hill Place (MO/2022/1656/LBC) were beneficial and the clerk was asked to write a letter of support to Mole Valley.
- 9. Highways:** There was a discussion about the hazardous condition of certain roads currently owing to very heavy rain and spilled mud. Some drains had become blocked which was causing large pools of water to sit on the road surface. In some places motorists were pulling into the middle of the road to avoid the lakes of water.

Signed ...Peter Evelyn

10. Clerk's report:

- (i) An old bible containing information about local people had been received from the family of a previous resident. This was inspected and it was decided that the bible should be given to the Parochial Church Clerk, Mrs Wakeford.
- (ii) A letter to the NatWest requesting closure of the Parish Council's accounts and transfer of all funds to the UnityTrust Bank account was signed by Cllr Mansfield-Tubb, who agreed to deliver it to Cllr Matthews for his signature before posting it to the Dorking branch of the NatWest.
- (iii) An email to the National Trust asking to use their noticeboards for PC meeting agendas had been acknowledged by them, but the question was not answered yes or no.
- (iv) The clerk asked councillors about possible speakers to be invited to attend the Annual Residents Meeting on 7 March. There were a number of suggestions and enquiries will be made (MSS, Kingfisher Farm Shop/watercress, Albury Wine, Denbies Wine).

11. Finance:

- (i) A statement showing estimated expenditure, income, and bank balances at the end of the current financial year on 31 March 2023 had been prepared for councillors to review, together with a draft budget and precept recommendation for the year to 31 March 2024. It was recommended that the precept request remains the same as last year, i.e £7,264. This was proposed by Cllr Evelyn, seconded by Cllr Cole and agreed by all. The Precept request form was signed by Cllr Evelyn and Cllr Mansfield-Tubb.
- (ii) The statement showing bank balances, receipts, and payments had been circulated to all councillors. This was proposed by Cllr Evelyn, seconded by Cllr Cole and agreed by all present. The statement and cheques were signed by Cllr Evelyn and Cllr Mansfield-Tubb (see attached).

12. Correspondence:

- (i) MVDC had emailed asking if any CIL money had been spent by Wotton PC to date. Councillors did not remember receiving CIL money. *
- (ii) MVDC had emailed about the Platinum Jubilee Fund which opened on 20 December 2022. The Fund has been set up to provide grants to improve village hall facilities. This had been forwarded Mrs Wakeford for the Village Hall Committee. The application window closes on 20 January 2023.
- (iii) Surrey ALC had forwarded an email from SCC regarding the Future Bus Network consultation which closed the first week of January.
- (iv) Smaller Authorities Audit Appointments Ltd had written with notification of the external auditor appointment for 2022-23 financial year for a 5-year period until 2026-27. Wotton's appointed auditor will be PKF Littlejohn LLP.

13. Dates of meetings: See attached.

14. Any other business for note or inclusion on a future agenda: None.

Meeting ended at 7.48.

** Clerk replied to MVDC that no CIL money had been received. MVDC said £561.34 was paid to Wotton PC in August 2019. Bank statement confirms this. Minutes of October 2019 meeting do not refer to it. Clerk suggested to MVDC that the CIL money should be recorded as going towards the provision of one of the grit bins in Abinger Common Road to improve road safety.*

SignedPeter Evelyn

POLICE REPORT

Wotton Parish Council Meeting

4th Oct – 10 Jan 2023

Wotton / Ranmore Common

RANMORE	RANMORE COMMON RD	ABANDONED VEHICLE DUE TO OIL LEAK
WOTTON	GUILDFORD RD	CRIME / BURGLARY AT HOTEL
WOTTON	SHEEPHOUSE GRN	CRIME / DOMESTIC INCIDENT
RANMORE	RANMORE COMMON RD	CRIME / VAN SET ON FIRE
RANMORE	RANMORE COM	CRIME / RESIDENTIAL BURGLARY
RANMORE	RANMORE COM	CRIME /RESIDENTIAL BURGLARY
RANMORE	RANMORE COMMON RD	<p>THERE WAS AN APPEAL FOR THIS : We are appealing for the public's help following a fatal collision on Ranmore Common Road in Dorking on Friday, 4 November shortly before 4.30pm. Officers were called to Ranmore Common Road following reports of a collision involving a black Honda motorcycle and a grey Volkswagen Caddy. Despite the best efforts of emergency services, the rider of the motorcycle, a 21-year-old man, was sadly pronounced dead at the scene.</p> <p>We are looking to speak to anyone who was at the scene of the collision, especially anyone with dashcam or helmet camera footage and may be able to assist our investigation. If you were travelling along Ranmore Common Road on Friday, 4 November between 4.00pm and 4.30pm, and you think you have any information that may help, please get in touch. Direct message us quoting PR/45220119387. *</p>
RANMORE	RANMORE COMMON RD	MOTORBIKE DRIVER CAME OFF COMPLETELY.VAN COLLECTED RIDER AND MOTOCYCLE
RANMORE	RANMORE COMMON RD	VEHICLE WITH TWO FLAT TYRES.REMOVED TO PLACE OF SAFETY

** Clerk wrote to Surrey Police asking for email to use if anyone had information about the Ranmore Common Road accident. This is their reply:*

You can contact us quoting PR/45220119387 via:

- Webchat on our website www.surrey.police.uk
- Online <https://www.surrey.police.uk/tua/tell-us-about/cor/tell-us-about-existing-case-report/>
- Calling us on 101

PLANNING APPLICATIONS & DECISIONS SINCE OCTOBER MEETING 5 OCTOBER 2022 – 10 JANUARY 2023

Application Ref: MO/2022/1656/LBC
[Link](#)

Location: **Leith Hill Place**, Leith Hill Lane, Holmbury St Mary, RH5 6LY
Proposal: 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: Giles Stephens
Registration Date: **30-Sep-2022**
Applicant Name: Mr James Crick, The National Trust
Ward: Leith Hill **PSH/Area:** Wotton

Application Ref: MO/2022/1758/CC **WITHDRAWN 5 DECEMBER 2022**
[Link](#)

Location: **Home Farm Cottage and Studio**, Broadmoor Road, Abinger, RH5 6JY
Proposal: Variation of condition 2 of approved planning permission MO/2020/0933 for the erection of single storey side/rear extension and front porch to Home Farm Cottage and single storey side/rear extension to Studio following demolition of existing stable blocks and store. Erection of garage, stable and wall with creation of new access and associated landscaping works. Variation to allow re-building of Mares Nest with the same approved footprint and external appearance, a single conservation rooflight into the roof of Mares Nest facing into the site, the removal of an approved window to Mares Nest facing into the site and replacement of an existing window with a new set of external double doors to Mares Nest.

Case Officer: Katrina Sullivan-Watkins
Registration Date: 14-Oct-2022
Applicant Name: Mr Jon Douglas
Ward: Leith Hill **PSH/Area:** Wotton

Application Ref: MO/2022/1889/PLA **REFUSED 30 DECEMBER 2022**
[Link](#)

Location: **4 Fox Cottages**, Ranmore Common Road, Ranmore Common, RH5 6SR
Proposal: Erection of a garden studio outbuilding with office space in roof.
Case Officer: Adelle Krzyzanowski
Registration Date: 07-Nov-2022

Applicant Name: Downs
Ward: Leith Hill **PSH/Area:** Wotton

Application Ref: MO/2022/1907/PLA **REFUSED 4 JANUARY 2023**
Link
Location: **Keepers Cottage**, Ranmore Common Road, Ranmore Common, RH5 6AZ
Proposal: Proposed conversion of brick garage into No. 1 bedroom dwelling.
Case Officer: Adelle Krzyzanowski
Registration Date: 09-Nov-2022
Applicant Name: Jenny Jenkins
Ward: Leith Hill **PSH/Area:** Wotton

Application No.: MO/2022/1394/PLA **REFUSED 10 OCTOBER 2022**
Link
Location: **Keepers Cottage**, Ranmore Common Road, Ranmore Common, Dorking, Surrey, RH5 6AZ
Proposal: Conversion of brick garage into 1 No. dwelling.
Ward: Leith Hill **Parish:** Wotton

Application No.: MO/2022/1525/PLAH **APPROVED 27 OCTOBER 2022**
Link
Location: **Lane End, Friday Street Road**, Abinger, Dorking, Surrey, RH5 6JR
Proposal: Move an existing shed from one side of the garden to the other and install an electrical supply, replace existing greenhouse with a wood and glass greenhouse to be installed slightly south of the current shed location, replace existing 1.2 metre featheredge fencing along the eastern boundary with longer-lasting shiplap fencing of the same height, secured with concrete posts and kick boards.
Ward: Leith Hill
Parish: Wotton, Within 20m of Abinger Parish

Application No.: MO/2022/1526/PCL **APPROVED 27 OCTOBER 2022**
Link
Location: **Lane End, Friday Street Road**, Abinger, Dorking, Surrey, RH5 6JR
Proposal: Certificate of Lawfulness for the proposed development in respect of widening access by removing the 1 metre high brick wall on the south side of the sloping access driveway, removing the earth behind the wall to a width of 1 metre and creation of an earth bank, rebuilding a small amount of brick retaining wall from the gate to the garage , adjacent to the southern boundary, reducing the length and width of the rockery by removing the hedging and some of the rocks either end, re-surfacing the driveway and parking area, enlarging the existing patio, create a second level area, roughly 3 m x 4 m at the back of the house, at the top of the northern slope, rebuild the existing brick steps at the back of the house, create a natural wildlife pond, approximately 2 m x 1.5 m on the northern area of the main lawn in front of the house, create four raised vegetable beds adjacent to the northern boundary of the property, and create a set of railings next to the original steps from the lane to the pedestrian gate.
Ward: Leith Hill
Parish: Wotton, Within 20m of Abinger Parish

WOTTON PARISH COUNCIL

Bank Balances, Receipts & Payments

NatWest Current Account	100.00
NatWest Reserve Account (Est)	1,214.27
Unity Trust Account 31.12.2022	<u>8,494.91</u>
	9,809.18
Less:	
Clerk Salary + tax (Dec)	398.00
Payments 10 Jan 2023	2,543.70

Bank Balance (est) at 10 Jan 2023	<u>6,867.48</u>

Payments 10 January 2023:

Hall Hire (Inv WVH87)	30.00	
Helpdesq (Inv 12392)	29.70	4.95 VAT
SCA (Invs 6465+6591) payroll admin Jul-Dec	36.00	6.00 VAT
SCC Highways (Inv 9500315027) 3 grit bins/4 years	2,478.00	
	_____	_____
	2,543.70	10.95 VAT reclaimable
	_____	_____

Signed *Peter Evelyn*

Signed *Joanna Mansfield-Tubb*

Date: 10 January 2023

WOTTON PARISH COUNCIL

Meeting Dates for 2023 – 2024

2023

Parish Council Meeting	10 January
Residents Annual Parish Meeting	7 March
Annual Parish Council Meeting	9 May
Parish Council Meeting	4 July
Parish Council Meeting	3 October

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