

# WOTTON PARISH COUNCIL

## Minutes of a Meeting of Wotton Parish Council held at 7pm on Tuesday 6 January 2026 in Wotton Village Hall

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

**In Attendance:** MVDC Cllr Abhiram Magesh, one member of the public, and the Clerk

- 1 Apologies for absence were received from Cllrs Peter Evelyn, Steve Hackett, and SCC Cllr Hazel Watson
- 2 Declarations of interest relating to matters on this agenda: Cllr Matthews (planning).
- 3 Public questions: None.
- 4 Minutes of the meeting held on 7 October 2025 were proposed for approval by Cllr Burgess, seconded by Cllr Mir, agreed by all present and signed by Cllr Cole.
- 5 A Police Report covering the entire ward for the six months since July had been circulated. There had been no police report available for the October meeting owing to a change in police staffing. Several items on the report were discussed, including damage to property, rights of way, and fly tipping. Cllr Matthews said he installs fencing everywhere possible. But it is not possible to prevent damage to rights of way caused by quad bikes as it is not permitted to install gates across them. Rights of way must always remain accessible to horse riders, and this allows access by quad bikes. Cllr Magesh said it is hoped to be able to hire more PCSOs when the Police and Crime Commissioner's office is closed and the budget reverts to the old system. It is an elected office and has a large budget of £3.7 million. This change will happen following the creation of the new East Surrey Unitary Authority. Cllr Cole asked how many PCSOs there are presently, and Cllr Magesh said there are only 4 for the whole of the Mole Valley district. Cllr Matthews proposed that the Council should write back to the police and thank them for the extensive report.
- 6 Clerks Report
  1. Councillors were asked to consider how the CIL income of £17,800 might be used within the next 5 years. Several ideas were discussed:
    - (i) Cllr Hunt suggested making a contribution towards the waterfall refurbishment which is on the Wotton Estate. Cllr Matthews said funding should not go to private people.
    - (ii) The 3 grit bins purchased by Wotton Parish Council in 2022 were to be serviced by SCC highways for a period of 4 years. Councillors asked the clerk to find out the cost of continued servicing. Cllr Matthews said Raithes Lane needs a grit bin. The clerk said she would write to the Abinger clerk suggesting provision of a bin there.

Signed: P Evelyn

(iii) Cllr Bennett said the heating in the Village Hall needed improving or replacing. The hall was very cold as the fans had been turned off at the start of the meeting owing to their noisy operation making it difficult for councillors to hear what was being said. All Councillors agreed the heating was inadequate and suggested the Village Hall Committee should be asked to look into the cost of improving the heating. A grant application could then be made by them to the Council for funding, to be provided from CIL funds. Cllr Hunt said she would contact the Committee.

(iv) As CIL monies can be used to improve footpaths and rights of way, it was suggested that installation of kissing gates would make some of the paths more accessible than stiles. Cllr Matthews said he would see where such improvements would be beneficial, and the clerk was asked to obtain costings for kissing gates.

(v) The clerk said the noticeboard at Hollow Lane was in a poor condition and would need replacing fairly soon. Cllr Matthews asked the clerk to get some costings for a replacement including installation.

2. After discussion, Cllr Matthews proposed the Clerk's request for an increase in salary and working-from-home allowance be agreed, Cllr Bennett seconded the proposal, and all agreed. The increase is in line with the NJC pay agreement negotiated in 2025. A Working from Home policy, based on the NALC model document, had been sent to councillors and will be published on the website.

- 7 Planning: A list of planning applications and decisions received since the 7 October meeting had been circulated. These were noted.
- 8 Highways: Cllr Matthews said potholes on the main road were bad. Cllr Hunt said work was being done on Sheephouse Lane. Cllr Cole said he was almost stationary on Sheephouse Lane where it narrows when a fast-moving van coming from the opposite direction had ploughed into his vehicle. The other driver admitted he was at fault and the incident was witnessed by a gamekeeper.
- 9 Reports: (i) SCC Cllr Watson had sent her apologies, together with a highways report. This was not provided to the meeting owing to an oversight by the clerk. The report was later forwarded to councillors and is attached to these minutes. (ii) MVDC Cllr Magesh said the council had been busy with the budget season, a consultation about motor bike noise at Westcott and Mickleham, and preparations for the unitary authority. There will be a fair funding settlement, but Surrey is considered affluent so won't get as much as other areas. However, the government has said they will take care of the Woking and Spelthorne debts. A community governance review is taking place currently. Mole Valley does not have as many parish councils as the rest of England and new parish and town councils will need to be set up, with some areas amalgamating. MVDC is compiling lists of various assets which parish councils might wish to manage once the unitary authority has been set up. Although residents in other areas have said they do not wish to become parish councils, Westcott representatives are interested in becoming a parish council if enough residents vote for this. Cllr Matthews asked what assets the parish council might take over.

Signed: P Evelyn

Cllr Magesh said officers are compiling lists for each area and he would email the list for Wotton parish when it has been completed. Cllr Cole asked how many councils there would be for Dorking and Cllr Magesh said there would be one town council for Dorking.

- 10 Finance: (i) The draft Budget for 2026-27 was discussed. Cllr Cole proposed its acceptance, Cllr Mir seconded the proposal, and all agreed. The budget statement was signed by Cllr Cole.  
(ii) An increase in the Precept of 10 per cent was proposed by Cllr Bennett, seconded by Cllr Cole, and agreed by all. The total precept request is £8,470 for the year 2026-27. The extra grant remains at £309. Cllr Cole and Cllr Burgess signed the Precept Request form which will be sent to MVDC.  
(iii) The payments were proposed for agreement by Cllr Cole, seconded by Cllr Burgess, and all agreed. Cllr Matthews and Cllr Burgess signed the payments list. (iv) The bank balance was noted. Cllr Cole and Cllr Burgess signed the bank statements.
- 11 Correspondence received had been circulated previously. There were no comments.
- 12 Possible speakers to be invited to attend the Annual Residents Meeting on 3 March 2026 were discussed. The clerk was asked to invite speakers from the Police, Wotton House, the National Trust.
- 13 Dates of meetings for 2026-2027 had been circulated. Dates for the rest of 2026 are as follows:
- |                                 |           |
|---------------------------------|-----------|
| Residents Annual Parish Meeting | 3 March   |
| Annual Parish Council Meeting   | 5 May     |
| Parish Council Meeting          | 7 July    |
| Parish Council Meeting          | 6 October |
- 14 Any other business for note or inclusion on a future agenda: None.

Meeting closed at 8.03.

Signed: P Evelyn

**POLICE REPORT**

**ANNEX 1**

Wotton Parish Council Meeting 1st July 2025 to 31<sup>st</sup> December 2025

<b>Locality</b>	<b>Street</b>	<b>Date</b>	<b>Summary</b>
Westcott	Parsonage Close	15/7/2025	Report of suspect swearing at victim
Ranmore Common	Ranmore Common Road	20/7/2025	Dog out of control – Alsatian type dog, grey in colour

Wotton	Guildford Road	23-24/7/2025	Theft of tools from a van
Ranmore Common	Ranmore Common	26/7/2025	Suspicious Incident where vehicle has followed informant and parked across the road from their property – Black Nissan Note. Marker placed on vehicle to be stop checked
Forest Green	Ockley Road	27/7/2025	Suspicious incident where drawing pins have been left in the road towards the top of the hill.
Westcott	Guildford Road	30/7/2025	Suspicious incident in a bike shop – male acting strange waving a flag belonging to a Northern Ireland paramilitary organisation, was becoming sweaty and anxious. CCTV downloaded but male unknown
Forest Green	Parrott Inn, Forest Green	3/8/2025	Intoxicated male swearing at staff
Westcott	Chapel Lane	3/8/2025	Parcel stolen from door step
Abinger	Holmbury Lane	7/8/2025	Fraud by unknown suspect – Text from victims relative saying they needed money
Abinger	Pasture Wood Road	8-9/8/2025	Burglary – victims shed broken into
Ranmore Common	Ranmore Common Road	9/8/2025	Motorcycle on fire
Westcott	Parsonage Close	9/8/2025	Burglary – vulnerable person reporting people in his loft
Westcott	Rookery Drive	15/8/2025	Basement broken into and items including garden tools stolen
Westcott	Westcott Street	16/8/2025	Neighbour Dispute
Ranmore Common	Ranmore Common Road	20/8/2025	Flytipping on rural road
Wotton	Guildford Road	26/8/2025	Male has pulled his trousers down at hotel and asked a female to “grab him”. Event not captured on CCTV. No one identified  Males on CCTV:  Dark shorts, dark hair dark beard average build  Red short – dark hair, large build
Westcott	Deerleap Road	28/8/2025	Two bronze deer stolen from back garden

Ranmore Common	Ranmore Common Road	28/8/2025	Suspects have followed victim and tried car door handles
Westcott	Springfield Road	31/8/2025	Victim has had all shopping opened and ruined
Wotton	Sheephouse Lane	3-4/9/2025	Car has been found burnt out in the carpark
Abinger	Guildford Road	4/9/2025	Bus driver has been abused by customer
Abinger	Cotton Row	7/9/2025	Male has been hit with a metal rod causing ABH injuries. Argument over land
Wotton	Guildford Road	15/9/2025	Report of 2 males killing pheasants with sling shots. No description or CCTV. Ran off when confronted
Abinger	Abinger Lane	18/9/2025	Residential Burglary from shed – 2 pushbikes stolen
Abinger	Friday Street	20/9/2025	Persons have broken through a field and damaged a lock
Westcott	Guildford Road	21/9/2025	52 year old female stopped after RTA. Drug driving pending blood results
Abinger	Abinger Lane	21/9/2025	Bike stolen from garage
Westcott	St Johns Road	23-24/9/2025	Car keyed whilst parked in the road
Westcott	Westcott Street	24-25/9/2025	Delivery company keep trying to deliver something to someone who doesnt live at address
Westcott	St Johns Road	27/9/2025	Male has driven home after night out and stopped for drink driving. Blew 74 at custody (limit is 35)  Witness who saw him drive unwilling to provide a statement
Westcott	Westcott Street	28-29/9/2025	Ongoing issue with neighbour who has cut down a tree
Westcott	St Johns Road	10/10/2025	Report of romance fraud via banking protocol
Westcott	Springfield Road	20/10/2025	Cannabis Cultivation
Westcott	Westcott Street	21/10/2025	Large iron table and chairs stolen from garden
Westcott	The Burrell	27/10/2025	Social Media Competition Scam
Abinger	Abinger Road	25-26/10/2025	Report of anti social behaviour causing damage to the grass
Abinger	Abinger Lane	1/11/2025	Garage broken into and mountain bike stolen

Wotton	West Lane	2-3/11/2025	Motor vehicles smashed gates and drove over cropped land/fields, smashing gates, padlocks and gate posts
Wotton	Guildford Road	8/11/2025	Three trespassers on private land. Pheasants are missing. Still awaiting images of suspects
Wotton	Hollow Lane	13/11/2025	Civil dispute and public order
Westcott	Parsonage Close	16/11/2025	Victim called police reporting possible fraud then did not wish to provide further details
Westcott	St Johns Road	18/11/2025	Theft of parcel with new phone from doorstep
Westcott	Heath Rise	21/11/2025	Residential burglary of property. Untidy search of bedroom. Victim not 100% sure if they locked the back door. Jewellery stolen
Ranmore	Ranmore Common Road	2/12/2025	Male in the woods without clothes on
Wotton	Guildford Road	7/12/2025	2 males trespassing and potentially poaching. Sped away in vehicle
Wotton	Sheephouse Lane	12/12/2025	Informant has had abuse shouted at her

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**PLANNING**

**ANNEX 2**

**APPLICATIONS:**

**Application Ref:** MO/2025/02510

[Link](#)

**Location:** West Lane Barn, West Lane, Wotton, Dorking, RH5 6QF

**Proposal:** Certificate of Lawfulness for existing use in respect of re-concreting of existing hardcore farmyard.

**Case Officer:** Mrs Helen Clarke

**Registration Date:** 28/10/2025

**Applicant Name:** Laurence Matthews

**Ward:** Mickleham, Westcott & Okewood **Parish/Area:** Wotton

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**Application Ref:** MO/2025/02513

[Link](#)

**Location:** COAST HILL FARM, SHEEPHOUSE LANE, WOTTON, RH5 6QH

**Proposal:** Proposed construction of agricultural building over existing consented silage clamps, associated landscaping and use of existing farm track.

**Case Officer:** Sue Read

**Registration Date:** 29/10/2025

**Applicant Name:** Laurence Matthews

**Ward:** Mickleham, Westcott & Okewood **Parish/Area:** Wotton

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**Application Ref:** MO/2025/02535  
**Link**  
**Location:** **MOBILE 1, COAST HILL FARM, SHEEPHOUSE LANE, WOTTON, RH5 6QH**  
**Proposal:** Certificate of Lawfulness for an existing use in respect of a mobile home ( Mobile 1) being sited on the land for a period in excess of 10 years and continually occupied for residential purposes.  
**Case Officer:** Caroline Hall  
**Registration Date:** **04/11/2025**  
**Applicant Name:** L Matthews  
**Ward:** Mickleham, Westcott & Okewood      **Parish/Area:** **Wotton**

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**Application Ref:** MO/2025/02579  
**Link**  
**Location:** **COAST HILL FARM, COAST HILL FARM, SHEEPHOUSE LANE, WOTTON, RH5 6QH**  
**Proposal:** Change of use to light industrial (Use Class E(g)(iii)) and storage (Use Class B8) with external changes to building, infilling of bays with provision of a fire exit door and staircase and window on the northern elevation.  
**Case Officer:** Caroline Hall  
**Registration Date:** **12/11/2025**  
**Applicant Name:** L Matthews  
**Ward:** Mickleham, Westcott & Okewood  
**Parish/Area:** **Wotton, Within 20m of Westcott**

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## DECISIONS:

**Application No.:** MO/2025/02343  
**Location:** **COAST HILL FARM COAST HILL FARM SHEEPHOUSE LANE WOTTON RH5 6QH**  
**Proposal:** Certificate of Lawfulness for an existing development in respect of a mobile home (Mobile 2) has been sited on the land for in excess of 10 years and continually occupied for residential purposes and an existing use in respect of the erection of an outbuilding.  
**Decision:** **REFUSED**  
**Decision Date:** **07-Nov-2025**  
**Ward:** Mickleham, Westcott & Okewood      **Parish:** **Wotton**

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**Application No.:** MO/2025/02342  
**Link**  
**Location:** **OLD DENE CHAPEL LANE WESTHUMBLE RH5 6BA**  
**Proposal:** Alterations to outbuilding including changing the roof from flat to pitched, installation of solar panels and changes to fenestration.  
**Decision:** **APPROVED WITH CONDITIONS**  
**Decision Date:** **14-Nov-2025**  
**Ward:** Mickleham, Westcott & Okewood      **Parish:** **Wotton**

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**Application No.:** MO/2025/02580  
**Link**  
**Location:** **WOTTON HOUSE, GUILDFORD ROAD WOTTON RH5 6HS**  
**Proposal:** Discharge of Condition 4 of approved planning permission MO/2023/1606/LBC for the removal of bell towers in the courtyard of building to restore and re-construction in same position. Repairs to the Chapel gable roof.  
**Decision:** **CONDITIONS APPROVED**

**Decision Date:** 19-Nov-2025  
**Ward:** Mickleham, Westcott & Okewood **Parish:** Wotton

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**Application No.:** MO/2025/02568  
**Link**  
**Location:** **MANOR FARM** GUILDFORD ROAD WOTTON RH5 6QF  
**Proposal:** Certificate of Lawfulness for a proposed development in respect of the replacement of hard surfacing.  
**Decision:** **APPROVED**  
**Decision Date:** 15-Dec-2025  
**Ward:** Mickleham, Westcott & Okewood **Parish:** Wotton

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**Application No.:** MO/2025/02543  
**Link**  
**Location:** **2 GARLIC COTTAGES** HOGDEN LANE RANMORE COMMON RH5 6SY  
**Proposal:** Change of use of garage from ancillary use to habitable accommodation ancillary to the main dwelling including replacement of garage door, replacement of external landing and stairs with decking and associated internal alterations.  
**Decision:** **REFUSED**  
**Decision Date:** 18-Dec-2025  
**Ward:** Mickleham, Westcott & Okewood **Parish:** Wotton

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## HIGHWAYS REPORT

**ANNEX 3**

**From SCC Cllr Hazel Watson**

I am happy to confirm that Abinger Road is being resurfaced from Fig Tree Cottage to Leith Hill Lane (in front of Campfield Place) 15 to 21 January (weather permitting).

We then have in the budget which is set for approval in February:

11 Mar - 13 Mar

Siding out in preparation for Surface Dressing – Sheepphouse Lane from Guildford Road to just south of Wolvens Lane (the patching was done in 2025)

21 May - 28 May

Surface Dressing - Sheepphouse Lane from Guildford Road to just south of Wolvens Lane

23 Mar - 26 Mar

Surface Dressing – Etherley Hill and B2126 west of Etherley Hill

30 Mar - 31 Mar

Surface Dressing – A25 Guildford Road: Sheepphouse Lane to Whitedown Lane

28 Jun - 3 Jul

Surface Dressing – B2126 Ockley Road east of Etherley Hill to Ockley

Between: 1 Apr - 1 Oct, dates to be determined

Major resurfacing including full reconstruction and civils works as necessary from approx 460 meters south of Christmas Cottage to Noons Corner Road.

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See separate document.

## PAYMENTS/BANK BALANCE

## ANNEX 5

## Unity Trust Bank Account

## Bank Balances

<b>30 September 2025</b>	<b>7,421</b>		
<b>Less:</b> Payments Oct	707		
<b>Add:</b> CIL Receipt	17,800	(Use by Sept 2030)	
VAT Refund	206		
<b>Less:</b> Payments Nov-Dec	1,102		
Defibrillator battery	387.49	64.58	VAT
<b>31 December 2025</b>	<b>23,231</b>		

## Payments 6 January 2026

Hall Hire, 6 Jan	30.00		
SCA Payroll (Inv 8074)	18.00	3.00	
	_____	_____	
	48.00	3.00	VAT
	_____	_____	

Signed: *Andy Cole*

Signed: *Gary Burgess*

Date: 6 January 2026

Helpdesq Inv 20766 (received after the meeting) MS Business standard	151.28	25.21	VAT
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## CORRESPONDENCE

## ANNEX 6

- 1 SALC Newsletter forwarded 10 December.
- 2 SALC Councillors Forum is on 21 January 2026. Email forwarded 30 December.
- 3 Email forwarded 10 December re Westcott's Neighbourhood Development Plan's second public consultation. Last day for comments is Monday 2 February.
- 4 Advance notice of an Invitation from MVDC 's Chairman Roger Adams to Wotton Parish Council to attend a Civic Dinner at Tyrell's Golf Club on 13 March 2026.
- 5 SCC email 5 November, enclosing notes from an Introduction to Highways/Transport meeting
- 6 21 November email from Natural England, Surrey Hills Boundary Review Team, re proposal to extend the Surrey Hills Natural Landscape by 129 square kilometres.
- 7 22 December email from MVDC enclosing their Biodiversity Strategy
- 8 2 December email from MVDC re the restoration of Pippbrook House, built 1850, designed by architect George Gilbert Scott.
- 9 Updated copy of the Electoral Register received from MVDC.
- 10 Minutes of December Clerks/MVDC meeting.