

WOTTON PARISH COUNCIL

Minutes of Meeting of Wotton Parish Council held at 7pm on Tuesday 6 October 2026 at Wotton Village Hall

Present: Cllrs Peter Evelyn (Chairman), Andy Cole, David Mir, Daniel Bennett

In Attendance: Maria Bruce, one other resident, and the Clerk

- 1 **Apologies for Absence:** Pat Rudling; apologies were received following the meeting from Janet Hunt and Laurence Matthews.
- 2 **Declarations of Interest:** Cllr Evelyn (MO/2026/00623)
- 3 **Public Questions:** A question was asked about the difference between the Residents Annual Parish Meeting and the Annual Parish Council meeting, and the clerk gave an explanation.
- 4 **Minutes of Parish Council Meeting on 7 July 2026:** The clerk was asked by Cllr Bennett to remove the description of the Hollow Lane accident in item 11 of the minutes and the Chairman agreed. The minutes were signed by the Chairman and a handwritten amendment was made by the clerk as requested. The revised document is now on the website. Cllr Cole updated the meeting on item 8 of the minutes regarding the remedial work planned for St Barnabus Church at Ranmore. The Churchwarden had been waiting for some time to hear back from the company that had originally quoted for the work to repair the stained glass and other glazing work. Cllr Cole said he had now introduced someone else who might be of assistance in getting the work started..
- 5 **Co-option of councillor to fill vacancy:** Councillors had received an application for the vacancy from Mrs Maria Bruce. The Chairman said it was a long time since anyone living in Broadmoor had been on the parish council and asked the applicant if she had anything further to add to the information that had already been supplied. Mrs Bruce gave further details about her previous work in the NHS and supporting the National Trust in her volunteer post as Secretary to Friends of Bookham Common. A confidential discussion was then held in the absence of the applicant and other member of the public (*Local Government Act 1972 s100A ss(2)*). On returning to the meeting, there was a further brief discussion before the Chairman welcomed Mrs Bruce as a new member of the council. The Acceptance of Office form was signed at the end of the meeting; a Register of Interests Form, Code of Conduct, and other documents were also provided.
- 6 **Clerks Report:** This had been emailed to councillors before the meeting. There were no comments other than to say how pleased everyone was that the resurfacing work at Sheephouse Lane had now been completed by Highways.
- 7 **Request for a Parish Council funded grit bin at Broadmoor:** Information from a resident about the need for a new grit bin at Broadmoor had been provided to councillors before the meeting. After discussion, the Chairman said he was happy to approve the request for a new grit bin. Cllr Mir proposed the motion, Cllr Cole seconded, and all agreed. The 4-year contract for the grit bin will cost £925 and this will come from CIL funds.
- 8 **Planning:** The list of planning applications and decisions received from MVDC since the July meeting had been provided to councillors and several items were discussed.

- 9 **Highways Update:** The major resurfacing works on Sheephouse Lane, from 460 metres south of Christmas Cottage to Noons Corner Road, had finally been completed. No other highways problems had been brought to the attention of councillors since the July meeting.
- 10 **Police Update:** The police report was noted.
- 11 **Other Reports:** None.
- 12 **Finance:** (i) Bank statements were signed by Cllr Evelyn and Cllr Cole. (ii) Payments were agreed, and the summary page was signed by Cllr Evelyn and Cllr Cole.
- 13 **Correspondence:** Noted.
- 14 **Dates of future meetings:** 5 January 2027, 2 March, 4 May, 6 July, 5 October.
- 15 **Any other business for note or inclusion on a future agenda:** None.

The meeting ended at 7.40pm.

ANNEX 1

CLERKS REPORT

- 1 The new noticeboards from Greenbarnes have now been installed: (i) in the Wotton Hatch car park, in front of the Village Hall. The whole length of the hedge has been cut back and the area looks neat and tidy; (ii) at the junction of Hollow Lane and Guildford Road. The area around the noticeboard has been cleared of undergrowth and weeds and looks much tidier.
- 2 The heating grant from the CIL funds has now been transferred to the Village Hall committee. The CIL statement has been amended.
- 3 A request has been received from Stuart Jennings, a resident, asking the Parish Council to fund a new contract for a grit bin at Broadmoor.
- 4 The resurfacing work on Sheephouse Lane has been completed at last.

ANNEX 2

PLANNING MATTERS RECEIVED SINCE JULY MEETING

APPLICATIONS:

Application Ref: MO/2026/00981
Link

Location: COAST HILL FARM
SHEEPHOUSE LANE
GUILDFORD ROAD DORKING
RH5 6QH

Proposal: Submission of details pursuant to condition 6, 7, 8 and 9 of planning application MO/2025/02513 for proposed construction of agricultural building over existing consented silage clamps, associated landscaping and use of existing farm track.

Case Officer: Sue Read

Registration Date: 21/07/2026

Applicant Name: Mr Laurence Matthews

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

Application Ref: MO/2026/01111

Link

Location: HANEYS
HIGH BARN ROAD
RANMORE COMMON DORKING
RH5 6SU

Proposal: Prior Notification for the erection of an agricultural building of 10 metres by 30 metres for the storage of harvested hay and machinery.

Case Officer: Chris Yeoell

Registration Date: 13/08/2026

Applicant Name: Dr Louise Steinberg

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

Application Ref: MO/2026/01173

Link

Location: FRIDAYS COTTAGE
FRIDAY STREET ROAD
ABINGER
RH5 6JR

Proposal: Demolition of the existing outbuilding and erection of a detached single-storey outbuilding.

Case Officer: Deborah Soulsby

Registration Date: 19/08/2026

Applicant Name: Payne and Barton-Smith

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

Application Ref: MO/2026/01366

Link

Location: FRIDAYS COTTAGE
FRIDAY STREET ROAD
ABINGER
RH5 6JR

Proposal: Overhaul and structural repair of the main roof, the erection of a single storey extension to replace the porch and create a utility space, replacement of single glazed windows with double-glazed units, replacement of existing terrace railings with new railings and the creation of a dormer to provide better access to the terrace, installation of solar panels to the garage roof, the provision of a flue and the erection of a timber-clad shed adjacent to the garage for the storage of biomass pellets

Case Officer: Aidan Gardner
Registration Date: 24/09/2026
Applicant Name: Payne and Barton-Smith
Ward: Mickleham, Westcott & Okewood **Parish/Area:** Wotton

DECISIONS:

Application No.: MO/2026/00623
[Link](#)
Location: **LAND TO THE EAST OF VALE LODGE** BALCHINS LANE
WESTCOTT RH4 3LP
Proposal: Certificate of Lawfulness for the proposed use of land for recreational
campsite for not more than 60 days in total in any calendar year.
Decision: **REFUSE**
Decision Date: 21-July-2026
Ward: Mickleham, Westcott & Okewood
Parish: Wotton (Unparished)

Application No.: MO/2026/00855
[Link](#)
Location: **2 GARLIC COTTAGES** HOGDEN LANE RANMORE COMMON RH5
6SY
Proposal: Conversion of garage and installation of solar panels to eastern roof
slope, rearrangement of solar panels to rear roof slope, alterations to
fenestration and enlargement of external staircase. Installation of Air
Source Heat Pump, solar battery and gateway box to western side.
Decision: **REFUSE**
Decision Date: 4-Aug-2026
Ward: Mickleham, Westcott & Okewood **Parish:** Wotton

Application No.: MO/2026/00713
[Link](#)
Location: **4 FOX COTTAGES** RANMORE COMMON ROAD RANMORE
COMMON RH5 6SR
Proposal: Erection of side extension to outbuilding to facilitate storage.
Decision: **REFUSE**
Decision Date: 17-Aug-2026
Ward: Mickleham, Westcott & Okewood **Parish:** Wotton

Application No.: MO/2026/00727
[Link](#)
Location: **WOTTON HOUSE** GUILDFORD ROAD WOTTON RH5 6HS
Proposal: Dismantle 2 No. chimneys to a safe level and rebuild chimneys on a
like for like basis using a combination of saved brick, reclaimed and
special bricks.
Decision: **APPROVE WITH CONDITIONS**
Decision Date: 25-Aug-2026
Ward: Mickleham, Westcott & Okewood **Parish:** Wotton

Application No.: 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.

Decision: **APPROVE WITH CONDITIONS**

Decision Date: 28-Aug-2026

Ward: Mickleham, Westcott & Okewood

Parish: **Wotton**, Within 20m of Westcott (Unparished)

ANNEX 3

POLICE UPDATE

Theft of number plates from car parked at Windy Gap

Theft of motorcycle Ranmore Common Road – found abandoned nearby

Fall from horse Hogden Lane resulting in fatal injuries

Vulnerable adult incident Sheephouse Green

Road rage incident Hogden Lane – male has pushed female

Denbies Hillside Car Park – two dog walkers, dogs were attacking each other which then resulted in one of the dogwalkers assaulting the other.

Bagden Hill – theft of motorcycle which was abandoned by thieves nearby

Attempt theft of cable from generator Wotton House Hotel

ANNEX 4

FINANCE

Unity Trust Bank Account Bank Balances

	£	
30 June 2026	22,256.96	
Add: Receipts (half-year precept)	4,389.50	
Less: Payments Jul-Sep (Inc Village Hall heating grant 4,685)	6,862.31	
30 September 2026	19,784.15	(Includes CIL funds £13,115)

Payments 6 October 2026

SCA payroll, Jul-Sep, Inv 8432	18.00	3.00	VAT
Hall hire, 6 Oct, Inv WVH 379	30.00		

Greenbarnes noticeboards, Inv 20410	3,166.62*	527.77 VAT	*(from CIL funds)
Helpdesq, amend cllr email, Inv 22971	20.40	3.40 VAT	
	<u>3,235.02</u>	<u>534.17 VAT</u>	

Signed: *Peter Evelyn*

Signed: *Andy Cole*

Date: 6 October 2026

Note: A claim for repayment of all VAT paid since last October will be submitted in November.

ANNEX 5

CORRESPONDENCE

- 1 Surrey County Council newsletters, including Highways updates.
- 2 A TPO, Temporary Prohibition of Traffic Notice, received by the Parish Council on 30 September. The work will take one day, between 1st and 5th October, and will facilitate inspection and routine maintenance on Hollow Lane. The TPO states that no person shall cause or permit any vehicle to enter or proceed in that length of Hollow Lane (D282), Wotton, as it extends from a point 10 metres north of culvert (D282/849) over the River Tillingbourne to a point 10 metres south of the culvert, a total distance of 40 metres. Alternative Route: Hollow Lane (D282), Pasture Wood Road(D280), Horsham Road(B2126), Felday Road(B2126), Guildford Road (A25), Hollow Lane (D282) or this route in reverse.
- 3 Bulletins from the National Association of Local Councils (NALC).
- 4 Newsletters from the Surrey Association of Local Councils (SALC) including information about the Councillors Forum on 30 September.
- 5 Police Neighbourhood Watch emails.
- 6 October edition of the local magazine Parish Link, which covers Wotton, Holmbury St Mary and adjacent villages.
- 7 Surrey Police email on 27 September, National Police Memorial Day. *"To remember the officers and staff who have lost their lives in the line of duty, and those who passed away while serving our communities."*
- 8 MVDC emails, including information about the Planning Development Forum on 29 September, and minutes of the 29 July MVDC/Clerks meeting. The most recent clerks meeting with MVDC took place on 30 September and minutes will be forwarded to councillors in due course.
- 9 Email from Circular Dorking about a Home Energy event at Pippbrook House on Saturday 14th November. This is free to attend and is aimed at home-owners or renters who are looking for advice on making their homes more energy efficient.