

WOTTON PARISH COUNCIL
Minutes of the Meeting of Wotton Parish Council
held at 7pm on Tuesday 7 January 2025 in Wotton Village Hall

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

In Attendance: SCC Cllr Hazel Watson, MVDC Cllr Magesh, and 2 members of the public.

- 1 Apologies for absence:** None.
- 2 Declarations of interest:** None.
- 3 Public questions:** None.
- 4 Minutes of previous meeting:** The minutes of the meeting on 1 October 2024 had been circulated. Cllr Cole proposed acceptance of the minutes as an accurate record, Cllr Burgess seconded the proposal and all agreed. The minutes were signed by the Chairman.
- 5 SCA's presentation on affordable rural housing development.** Following the presentation at the previous meeting, information about the costs of a housing needs survey had been circulated. No suitable site could be identified within the parish, and it was therefore decided not to proceed with a survey.
- 6 Police report:** (Annex 1) Noted.
- 7 Planning:** (Annex 2) Noted.
- 8 Highways:** (i) Cllr Burgess raised a flooding problem affecting the residents of Wotton. Heavy rain had washed into ditches at the Whitedown Lane junction with Critten Lane and this had resulted in serious flooding on the road at the top of Whitedown Lane in Effingham. Although this area is not within Wotton parish, it had caused problems for many residents who were being sent on very long detours via Dorking and Shere to get back to the A25. SCC Highways had carried out some remedial works recently, but further heavy rains had caused the problem to resurface. Councillors asked the clerk to write to the council asking them to prioritise a permanent fix for the problem as this road is a main thoroughfare.
(ii) Cllr Matthews said the footpath near Manor Farm on the Guildford Road had recently been resurfaced and he had found several discarded bottles near the hedge. He was also concerned about the cost of the work. Cllr Watson said she was delighted the path had been resurfaced as it had been impassible. She had received reports of people walking in the road and a formal complaint had been made. Cllr Bennett said the problem had been raised before and ongoing maintenance was important. Cllr Watson said the surface had crumbled and was full of weeds and agreed that now the area had been resurfaced it was important to cut back and maintain the hedges either side.
- 9 Reports:** (i) The clerk gave a report about legal updates from a recent NALC meeting. (ii) Cllr Magesh and Cllr Watson gave an update on the current devolution/unitary authority proposals for Surrey. Cllr Evelyn asked how quickly the reorganisation would happen and Cllr Watson said the government want it to happen by the end of this parliamentary term. Cllr Evelyn asked if this would affect the local elections in May and Cllr Watson said it was an option for the leader of the council to write to ask about postponing elections. Cllr Magesh said it is done on a county-by-county basis, central government decides who they are fast tracking, and it seems that Surrey want to be fast tracked which is why they are postponing the elections. Cllr Magesh said the district council are not happy about this. Cllr Evelyn said it was an assault on democracy. Cllr Watson said that because the population of Surrey is over one million people there will be two unitary authorities, and on top of the unitary

authorities there will be strategic authorities and mayors. Cllr Magesh said they are trying to abolish all district councils, and each council within the unitary authority will be representing more people. (iii) Cllr Magesh spoke about the Dorking Master Plan. Cllr Watson said the consultation is finished and the plan must be finalised by March.

- 10 Finance:** (i) Information about the Local Government pay agreement had been circulated and councillors agreed the recommended increase for the clerk. (ii) The previously circulated draft budget (Annex 3) for the year 2025-26 was discussed and agreed. (iii) There had been no increase in the precept for the last two years and it was therefore agreed that an increase would be necessary. After discussion, Cllr Matthews proposed a 6% increase, this was seconded by Cllr Burgess and all agreed. This will mean a £436 increase in the precept and together with the extra grant brings the total income up to £8009 for the year 2025-26. (iv) Cllr Cole proposed approval of the payments list previously circulated (Annex 4). Cllr Evelyn seconded the proposal and all agreed. The list was signed by Cllr Cole and Cllr Evelyn. (v) Bank statements were signed by Cllr Evelyn and Cllr Cole.
- 11 Correspondence:** (Annex 5) Correspondence received since the previous meeting was discussed. Cllr Evelyn asked if anyone on the parish council wished to attend a meeting with the planning people at the district council on 13 March. Cllr Mir and Cllr Cole agreed to attend the meeting.
- 12 Speakers for Annual Residents Meeting on 4 March 2024.** Possible speakers were discussed. The clerk said she would write to invite them to attend. Cllr Magesh suggested that the MP might be able to attend as a speaker and said he would contact him. *(Following the meeting, Cllr Magesh said the MP could not attend on the evening of 4 March owing to parliamentary business but could attend during the day. However, this is not possible as the parish council is not permitted to hold public meetings during the day.)*
- 13 Dates of meetings:**
Residents Annual Parish Meeting: 4 March 2025
Parish Council's Annual Meeting: 6 May 2025
Parish Council Meeting: 1 July 2025
Parish Council Meeting: 7 October 2025
- 14 Any other business for note or inclusion on a future agenda:** Cllr Hunt asked if anyone had noticed a lorry had taken out the fencing on Sheephouse Lane. Cllr Evelyn asked if the lorry had stopped, Cllr Hunt said it had not. She had spoken to Southern Housing who said it was not their job. Cllr Evelyn said it is the job of Southern Housing to deal with this matter.

The meeting ended at 7.52.

Signed

POLICE REPORT

Wotton Parish Council Meeting Police Report 1st October – 7th Jan 2024

Wotton / Ranmore Common (latest at top)

TRAFFIC	SHEEPHOUSE LANE	VEHICLE BLOCKING ROAD. POLICE ATTENDED. VEHICLE MOVED.
SUSPICIOUS ACTIVITY	GUILDFORD ROAD	MAN WANTED LIFT FROM HOTEL STAFF AT ONE IN MORNING. WALKED OFF INTO WOODS. CONCERNS HE MAY BE CASING THE PROPERTY.
FRAUD	TILLINGBOURNE	FRAUDULENT PHONE CALL CLAIMING TO BE FROM POLICE SAYING BANK CARDS HAD BEEN USED. SCAM CALL.
SHEEPHOUSE GREEN	BURGLARY	GARAGE HAS BEEN BROKEN INTO AND ELCTRIC BIKE HAS BEEN STOLEN.
RANMORE COMMON ROAD	ASB	QUAD BIKES RIDING IN ANTI SOCIAL MANNER AND OFF ROAD.
RANMORE COMMON ROAD	TRAFFIC	ABANDONED VEHICLE. NO NUMBER PLATES AND DAMAGED. NOT STOLEN. COUNCIL MADE AWARE.
RANMORE COMMON ROAD	TRAFFIC	VAN PUSHED CYCLIST INTO HEDGE. CRIMED AS AN ASSAULT.
RANMORE COMMON ROAD	TRAFFIC /ASB	CARS OFF - ROADING POLICE DID AREA SEARCH. DETAILS TAKEN FOR FURTHER ISSUES.
RANMORE COMMON ROAD	TRAFFIC /ASB	MOTORCYCLE OFF ROAD RIDING AROUND FIELD WITH GRAZING COWS. RURAL OFFICERS AWARE.

PLANNING MATTERS SINCE MEETING ON 1 OCTOBER 2024

APPLICATIONS:

Application Ref: MO/2024/1682/AC[Link](#)**Location:** Polesden Farm, Polesden Road, Dorking, Surrey, RH5 6BE

Proposal: Discharge of Conditions 3, 4, 5, 6, 7, 8, 9, 10, 11, 15, and 20 of planning permission MO/2022/0907 (allowed on appeal ref: APP/C3620/W/23/3332649) for the demolition of 4 No. barns. Construction of biomass plant building, barn and one x 4 bedroom dwelling. Conversion of tithe barn to one x 5 bedroom dwelling and conversion of former stables/workshop buildings to 2 No. 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:** 04-Oct-2024**Applicant Name:** National Trust

Ward: Bookham West, Mickleham, Westcott and Okewood, Within 20m of Bookham West, Within 20m of Mickleham, Westcott and Okewood

PSH/Area: Bookham (Unparished), **Wotton**

Application Ref: Link	MO/2024/1681/PLAH
Location:	The Flat, Broadmoor Road , Abinger, Dorking, RH5 6JZ
Proposal:	Convert existing ground floor garages into habitable accommodation.
Case Officer:	Chris Yeoell
Registration Date:	21-Oct-2024
Applicant Name:	Mrs S Lovis
Ward:	Holmwoods and Beare Green, Mickleham, Westcott and Okewood, Within 20m of Holmwoods and Beare Green, Within 20m of Mickleham, Westcott and Okewood
PSH/Area:	Capel, Wotton
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Application Ref: Link	MO/2024/1640/PLA
Location:	3 and 4, Old Dene Cottages , Ranmore Common Road, Westhumble, Dorking, Surrey, RH5 6AZ
Proposal:	Remodelling and extending two neighbouring private residential properties. Erection of a new two storey side extension, single storey side extension and first floor rear extension with a cover over existing well to the front elevation, patio area to rear and side terrace and sculpture feature, solar panels to existing car port roof.
Case Officer:	Sue Read
Registration Date:	05-Nov-2024
Applicant Name:	Hutchcroft & Howe
Ward:	Mickleham, Westcott and Okewood PSH/Area: Westhumble (Unparished), Wotton
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Application Ref: Link	MO/2024/1847/PLA
Location:	Ashmore Park , Ranmore Common Road, Ranmore Common, Dorking, RH5 6SP
Proposal:	Relocation of existing access and reinstatement of historic access track.
Case Officer:	Sue James
Registration Date:	15-Nov-2024
Applicant Name:	Mr Alan Purbrick
Ward:	Mickleham, Westcott and Okewood PSH/Area: Wotton
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Application Ref: Link	MO/2024/2127/PLA
Location:	The National Trust, Polesden Lacey House , Polesden Road, Great Bookham, Dorking, Surrey, RH5 6BD
Proposal:	Erection of replacement pergola in the Rose Garden and replacement fencing and gates in the Production Area
Case Officer:	Donna Bulbeck
Registration Date:	02-Dec-2024
Applicant Name:	Mr Paul White National Trust
Ward:	Bookham South, Leith Hill,
PSH/Area:	Bookham (Unparished), Wotton, Within 20m of Wotton Parish
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Application Ref: Link	MO/2024/2054/PCL
Location:	Ashmore Park , Ranmore Common Road, Ranmore Common, Dorking, RH5 6SP
Proposal:	Certificate of Lawfulness for a proposed use in respect of the use of the barn for a home business ancillary to the residential dwelling.
Case Officer:	Donna Bulbeck
Registration Date:	19-Dec-2024
Applicant Name:	A Purbrick
Ward:	Mickleham, Westcott and Okewood PSH/Area: Wotton

DECISIONS:

Application No.: MO/2024/1225/PLAH
[Link](#)
Location: 4, Fox Cottages, Ranmore Common Road, Ranmore Common, Dorking, RH5 6SR
Proposal: Erection of a rear garden studio/store.
Decision: **APPROVED WITH CONDITIONS**
Decision Date: 03-Oct-2024
Ward: Mickleham, Westcott and Okewood **Parish:** Wotton

Application No.: MO/2024/1645/PLA
[Link](#)
Location: Shootlands House, Sheephouse Lane, Abinger, Dorking, RH5 6JX
Proposal: Alterations to the approved roof form and elevations of the stable building (retrospective). Proposed partial use of stable building as ancillary accommodation for staff with associated fenestration alterations.
Decision: **APPROVED WITH CONDITIONS**
Decision Date: 25-Nov-2024
Ward: Mickleham, Westcott and Okewood **Parish:** Wotton

Application No.: MO/2024/0858/PLA
[Link](#)
Location: Gate House Cottage, Hogden Lane, Ranmore Common, Dorking, Surrey, RH5 6SY
Proposal: Erection of a new stable outbuilding.
Decision: **REFUSED**
Decision Date: 19-Dec-2024
Ward: Mickleham, Westcott and Okewood **Parish:** Wotton

APPEALS

Application No.: MO/2024/0211/PLA

[Link](#)

Location: Keepers Cottage, Ranmore Common Road, Ranmore Common, Dorking, 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.

Appeal Start Date: 31-Oct-2024
Ward: Mickleham, Westcott and Okewood **Parish:** Wotton

BUDGET FOR THE YEAR 2025-2026

ANNEX 3

	Budget 2024-25	Est y/e 31.03.25	Budget 2025-26
Hall Hire	220	150	150
SALC/NALC (based on electorate of 472)	198	198	212
Insurance	250	241	250
Clerk Salary	5796	5796	6133
Clerk Expenses	380	380	380
Payroll Service	110	110	110
IT/Website Support	550	830	800
Internal Audit	230	156	156
Training	150	0	150
Bank charges	0	71	72
Contingency (defib pads, litter pickers, laptop, printer)	1000	1099	1000
TOTAL	8884	9031	9413

Bank Balances, Receipts and Payments

Unity Trust Bank Account

Bank Statement 30 September 2024	7,404.91	
Add: VAT Refund	435.43	
Less:		
Payments agreed 1 Oct meeting	184.35	
Clerk pay/tax (Oct-Dec)	1,509.00	
Bank service charges (Oct-Dec)	17.40	
Defibrillator pads (26 Nov)	68.16	11.36 VAT
Bank Balance 31 December 2024	6,061.43	

Payments 7 January 2025

Hall Hire (7 Jan)	30.00	
Helpdesq MS365 annual (Inv 17950)	151.34	25.22 VAT
SCA payroll fees (Inv 7625)	18.00	3.00 VAT
HP printer toner (Inv 9058320633)	52.99	8.33 VAT
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	252.33	47.91 VAT
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Signed *Andy Cole*

Signed *Peter Evelyn*

Date: 7 January 2025

CORRESPONDENCE

ANNEX 5

1. Westcott Village Association sent a copy of their comprehensive review of the District Council's draft Dorking Town Masterplan. This was forwarded to Wotton councillors on 28 November.
2. The District Council have set up 2 joint meetings for 2 representatives from each parish council to meet with their development manager (Louise Nolan) and their planning enforcement manager (Fiona Lander) to discuss planning and planning enforcement. The meetings will be held at Pippbrook on **13 March and 11 September 2025 at 10am.**
3. Councillors are invited to attend the next SALC Councillors Forum taking place by Zoom on **Wednesday 22nd January 2025 at 7:30pm.**