

# Mickleham Parish Council

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**DRAFT** Minutes of the MPC Meeting held at 7.34pm on 09 July 2025

<b>Venue</b>	Ranmore Room (St Michael's Church)
<b>Chair</b>	Will Dennis (WD)
<b>Councillors Present</b>	Graham Clark (GC) Gill Wilson (GW) David Ireland (DI) Emma Flynn (EF) Andrew McNaughton (AM)
<b>Clerk</b>	Feena Graham
<b>Attending</b>	County Cllr Hazel Watson District Cllr Chris Budleigh
<b>Members of the Community</b>	None

<b>Item No</b>	
<b>1</b>	<p><b>(1/7/25) Opening Formalities</b></p> <p>WD opened the meeting by apologising for not being available at the last May meeting due to being hospitalised unexpectedly. WD thanked DI for Chairing the meeting on his behalf.</p> <p><b>1.1 Apologies for absence:</b> John Lowes (Hols) District Cllr Leah Mursaleen-Plank (unavailable) David Sadler, Police Liaison (unavailable)</p> <p><b>1.2 Declarations of Interest/Requests for Dispensations</b> None.</p> <p><b>1.3 Agree the Minutes of the Annual MPC were held on 21 May 2025</b> Minutes were approved by all Parish Councillors present. Minutes duly signed by the Chair.</p> <p><b>1.4 Chair's Comments</b></p> <ul style="list-style-type: none"><li>Items Carried forward:</li></ul> <p><b>05/24 5.1</b> To agree areas of responsibilities for the year 2025-2026 DI has agreed to take over the responsibility for Road &amp; Traffic Safety Issues.</p> <p><b><u>Clerk Note:</u></b> <b><i>Other updates have been included in the agenda points set out below.</i></b></p>
<b>2</b>	<p><b>(2/7/25) Open Forum</b></p> <p><b>2.1 Liaison between Surrey Police and Mickleham Parish Council</b> The periodic Police Report for 22 May to 09 July 2025, from the Mole Valley Safer Neighbourhood Police Team, were received and accepted by the MPC. The incidents outlined were discussed.</p> <p>WD reported that he had had several exchanges of emails with the Police concerning no prosecution for the Individual who crashed his car into the flint wall, just outside the new 20-mile limit in Old London Road, on the 10<sup>th</sup> April 2025.</p>

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WD had received several unhelpful responses.  
The incident referred to was not listed on the police report issued for the May MPC meeting.

## 2.2 Public Questions

- 2.2.1** Grass cutting boundary / Mickleham Recreation Ground (Gill Wilson)  
GW asked for clarity regarding the grass cutting in Rec and whether it included the boundary area.  
See **Item 6.2**
- 2.2.2** 20 mph signage in Old London Road  
See **Item 7**

## 3 (3/7/25) Finance & Formalities

### 3.1 Approve Accounts for Payment

Retrospective payment:

£468.00 - NJL for Rec mowing in May.

New Payments:

£175.00 - Andrew Clark for Path Grass cutting & Strimming in June

£175.00 - Andrew Clark for Path Grass cutting & Strimming in July

Replacement cheque

£148.00 - Surrey ALC Ltd for Subscriptions:

- SALC £120.88
- NALC £27.52

All Parish Councillors present agreed and three cheques were signed for payment.

### 3.2 Agree Bank Reconciliation

The bank reconciliation up to the 05 June 2025 had been circulated and was approved by all and signed by the Chair.

The current bank balance after all agreed payments is: £5933.37

The Clerk confirmed that the letter to NatWest Bank to change the MPC details from David Ottridge to the Clerk's details has been sent but no response has been received.

### 3.3 Expenditure v Budget Review

To be included as an ongoing review.

**ACTION / Clerk**

### 3.4 To approve the Internal Audit Report.

The audit report and the audit findings were circulated prior to the meeting.

Recommendations made were:

- Annual pay award approved by Councillors to be noted in Minutes.
- Reserves should range from £3k to £12K based on net revenue expenditure of an average of £12K per annum.
- Review date of the Risk Assessment to be updated.
- Supporting documentation for meeting to be published.

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- All Councillors need to sign a formal acceptance to receive information by electronic means.

## **ACTION / Clerk**

The Clerk outlined that the next precept calculation will have to reflect the recommended level of reserves needed as per the audit findings.

The second payment of the 2025-2026 precept is due in October 2025.

The internal Audit Report was approved by all Parish Councillors present.

## **3.5 HugoFox / Gov.uk Domain Update (emails)**

This is still outstanding

Emails have all been set up under the new domain. Once the instructions have been understood and the Clerk's email set up, details will be forwarded to all Parish Councillors to follow.

## **ACTION / Clerk**

**4**

## **(4/7/25) Planning**

### **4.1 Planning Applications Submitted** (since the March's MPC meeting)

The following applications were discussed:

#### **4.1.1** Application MO/2025/0986

The Cottage, Norbury Park, Mickleham, Dorking, Surrey, RH5 6DN

Demolition of garage and the erection of a single storey side extension, part single, part two storey and part first floor rear extension with associated external alterations.

#### **4.1.2** Application MO/2025/0760/LBC

4, Mickleham Hall, Old London Road, Mickleham, Dorking, Surrey, RH5 6DL

Rebuild a section of flint garden wall which was damaged.

#### **4.1.3** Applications MO/2025/0986/PLAH

The Cottage, Norbury Park, Mickleham, Dorking, Surrey, RH5 6DN

Demolition of garage and the erection of a single storey side extension, part single, part two storey and part first floor rear extension with associated external alterations.

#### **4.1.4** *(New / Not on the Agenda)*

Application MO/2025/060/PLAH

Lilac Cottage, Norbury Park, Mickleham (01/07/2025)

Erection of a two storey and side extension; new porch; conversion of existing barn into residential annexe and new detached garage.

No objections were raised at this meeting.

### **4.2 Previous Applications – Decisions Made by MVDC**

#### **4.2.1** Long Cottage, Old London Road (18/03/2025)

#### **4.2.2** Lilac Cottage, Norbury Park, Mickleham (31/03/2025)

No further updates.

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<p>5</p>	<p><b>(5/7/25) Working Groups</b></p> <p><b>5.1 Norbury Park</b></p> <p><b>5.1.1 Forum Meeting</b></p> <ul style="list-style-type: none"><li>• JL was not available to report back.</li><li>• District Cllr Chris Budleigh updated the meeting regarding Mark Frost’s request for fencing. SCC have agreed to fund the costs.</li></ul> <p><b>5.1.2 Tenancy Updates</b></p> <p>WD reported back:</p> <ul style="list-style-type: none"><li>• Nick Bullen: Today, a very helpful email was received from SCC Natalie Bramhall, saying she will do her best to make sure that Nick Bullen gets an extension to his tenancy. However, it is not an absolute guarantee. WD thanked all those you had helped Nick Bullen get to this stage.</li><li>• Helen Wood: A request to buy the cottage they are living in has been turned down. The issue seems to be that SCC believe that they are required to evict the tenants and then put the cottages on the open market. WD explained that he didn’t think this was the case.</li><li>• Another tenant who has since moved out, had offered a higher value to remain compared to the value the cottage has been now sold on the open market.</li><li>• County Councillor Marisa Heath will be following up details that WD has sent her.</li></ul> <p>AM said he had heard that the farmland has been earmarked for a rewilding project.</p> <p><b>5.2 Housing Needs Survey</b></p> <p>No further updates.</p>
<p>6</p>	<p><b>(6/7/25) Parish Council Maintenance</b></p> <p><b>6.1 Recreation Ground / Playground</b></p> <p>DI reported updated the MPC on to the state of the Playground Swings:</p> <ul style="list-style-type: none"><li>• Kompan, the original builders of the playground equipment have produced information to suggest that there has been some form of rot in the timbers and implied it was due to low maintenance of those who look after it.</li><li>• This has since been challenged by the Playground Committee, but there are further signs of rot, and a survey has been instigated by an independent company. The results of the survey are due in the next week.</li><li>• However, as a result of pressure, Kompan have now agreed to replace the two timbers that are known to be faulty. This has been agreed by Kompan, with the understanding that the costs of installation would need to be paid for by the Playground Committee.</li><li>• The Playground Committee are awaiting a quote before moving on to the next stage.</li><li>• Unfortunately, until this is resolved the summer period is disappearing and the use of a play area decreases.</li><li>• DI confirmed that the warranty on the equipment has eighteen months left and thanked all those that have spent a lot of time through various correspondence to finding a solution to an issue which is still ongoing.</li></ul>

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	<p><b>6.2 Recreation Ground / Grass cutting.</b></p> <p>DI reported on the issue regarding how close the contractors cut the grass to the boundaries of the properties from Dell Close that back onto the Recreation Ground. In the past some residents would cut this area and the contractors have seen the area was cut and continued to leave the parameter uncut by them. Some residents did leave the area for wilding. There is no legal obligation to prevent the MPC, as Trustees, to cut right up to the boundary. The current grass cutting contractors should be informed to complete this as part of the work schedule.</p> <p>All Councillors agreed.</p> <p><b>ACTION / Clerk</b></p> <p><i>New Items Raised / Not on the Agenda.</i></p> <p><b>6.3 Walnut Tree in the Recreation Area / low hanging branches.</b></p> <p>GW asked about the Tree at the School Lane end, which needs trimming as some of the branches are hanging very low.</p> <p>DI confirmed that Alison Wood had also raised this issue, and that the tree being a Walnut Tree needed to be cut appropriately.</p> <p>DI agreed to follow up.</p> <p><b>ACTION / David Ireland</b></p> <p><b>6.4 Bins in the Recreation Ground.</b></p> <p>This issue of the bins not been emptied as part of the weekly service has arisen again.</p> <p>Cllr Chirs Budleigh agreed to follow up with Cllr Leah District Cllr Leah Mursaleen-Plank who has dealt with the situation previously.</p> <p><b>ACTION / District Cllr Chris Budleigh / Cllr Leah Mursaleen-Plank</b></p>
7	<p><b>(7/7/25) Traffic &amp; Parking &amp; Noise - Updates</b></p> <p><b>7.1 Speedwatch Group Update</b></p> <p>Angela Ireland had forwarded details of the group's activity since the March's MPC meeting.</p> <ul style="list-style-type: none"><li>• The group have conducted several Speed Watch sessions on Saturdays, resulting in cars and motorbikes being registered over the speed limit. It continues to be the case that, once one motorbike has gone past, no more bikes can be seen for the next hour. Riders are obviously warning each other.</li><li>• The group are awaiting assessment of their observation site to enable them to monitor the new 20mph limit speed limit.</li><li>• The delivery of body worn cameras is expected, funded by the Police, to increase the chances of reading the number plates on motorbikes.</li><li>• On Friday 11 July, there will be the first ever National Speed Watch Day and all groups have been asked to go out at some stage during the day as part of their watch sessions. Jo Carroll and Doug Walters have kindly volunteered to do a session for the Mickleham Speed Watch Group. Policeman Ed Ferris, our local Casualty Reduction Officer, has also agreed to attend the session.</li><li>• Special thanks goes out to Alistair Shotliff whose excellent eyesight has enabled the group to prevent several culprits slipping through the net.</li></ul>

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## **7.2 VAS Update**

No new data has been received.

Further details will be sent when available.

## **7.3 Swanworth Lane**

Whilst the small temporary mirror erected opposite the entrance to Swanworth Lane has seemed to have eased the visibility issue when turning out of Swanworth Lane into Old London Road, the issue is still an on-going problem.

The height of the hedging around the Running Horses' paved area, obscures the view on the right when driving out of Swanworth Lane.

Various attempt to speak to the Running Horses Pub have failed.

AM detailed that under the requirements of Highways vertical visibility should not be above 600mm.

WD asked GC to liaise with the Running Horses regarding the height of the hedges.

**ACTION / Graham Clark**

## **7.4 Ryka's Café / Noise Petition**

WD confirmed that WD/JL have written to Rykas and asked for signs to be put up, asking all drivers coming out of the carpark area to turn right and not left, avoiding any traffic going into Mickleham. Rykas have responded that they have started doing this but there has not been any evidence of any notices being put up, however Troy Cox has promised this would happen.

WD has sent through in advance the draft noise petition complied with the help of CC Hazel Watson. Kirsten Johnson has agreed to co-ordinate the circulation of the petition and monitor the numbers responding.

WD asked for any comments or feedback regarding the petition.

- MPC Councillors agreed to the petition going out.

WD asked CC Hazel Watson if the idea of getting the camera in place had been agreed.

- CC Hazel Watson understood that the cameras were a separate matter, however District Council are willing to draft their public spaces protection order (PSPO), and then this would go forward to consultation. This would be a big step forward as there has been evidence elsewhere in the country that the PSPO has a deterrent effect even without the cameras. There is still, however, a request for the acoustic camera, although the challenge is the cost of them, but if the PSPO is in place first, hopefully, the acoustic cameras will follow.

AM reported how unbearable the noise level at the corner of the Zig Zag, has been over the last few nights between 10pm and 1am, with engines revving up, break screeching, and wheel spinning. The traffic seems to loop around, circuiting around the area. The last few nights the traffic has been predominately motor bikes.

It was noted from the Speedwatch Team that ever so often they identify a bike and then in the whole hour they don't get any other bikes passing, so it's obvious the drivers talk to each other.

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	<p>AM said it doesn't seem to be entirely a Ryka's issue as he has seen the area/carpark full of people on a Wednesday night, and you can see some massive bikes coming off the A24 and coming up nice and slow. It's not those bikes that go into Rykas making the loud noise, it's the ones after the event, and throughout the evening that are racing through the roads. It is hoped that Ryka's will work with the MPC to encourage considerate behaviour.</p> <p>DI agreed that the traffic may not relate to Ryka's but the bikes travelling at speed past where he lives, are those avoiding the average speed cameras on the A24 and maybe going to Ryka's but seem to be doing it as a sport.</p> <p>AM suggested getting a noise survey done. It could be set up at the bottom of the Zig Zag and traffic would be tracked coming up-and-down Old London Road and via the Zig Zag Road. It would also determine the target times where issues occur.</p> <p>WD asked how the noise survey would be funded.</p> <ul style="list-style-type: none"><li>• AM said he would investigate the cost for the survey for a week so the MPC could fully understand and see when the issue happens and then have any follow up discussions with Ryka's to identify any overlap between their opening hours or it's activity outside their operating hours. It has been noted that if the weather is poor the issues do not occur. It is when the weather has been so nice and dry.</li><li>• During this good weather spell, it's impossible to sit in your garden and chat as the level of the traffic noise is unbearable.</li></ul> <p>DC Chris Budleigh confirmed that he did raise this issue with the Police Area Commander under project Operation Downsway to ensure there was Police presence around Wednesday evenings, and he would raise this again at the next opportunity.</p> <p><b>ACTION / DC Chris Budleigh</b></p>
<b>8</b>	<p><b>Forthcoming Events</b> Nothing to report.</p>
<b>9</b>	<p><b>(9/7/25) Urgent Items Received by The Chair</b></p> <p><b>9.1 Dell Road Maintenance</b> WD said that the Trustees of the Mickleham Village Hall have asked if the MPC would contribute towards renovation of Dell Close Road surfacing, as it serves aa access not only to the Hall but also to the school and residents in Dell Close.</p> <p>Based on discussions around budgets the MPC does not have any money to free up for this request, however the MPC will review the situation at the end of the year should there any surplus money available. All Parish Councillors present agreed.</p> <p><b>9.2 Dell Close Road Hedge Trimming and Tress/ broad band cables</b> WD confirmed that the hedges in Dell Close will be shortly cut by RGS Surrey Hills. They are not obliged to cut the hedges but they do so and hopefully this will continue with the change of Ownership.</p>

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	<p>There is also the issue where a tree branch is hanging very low near the broadband cable. The school have been asked to check the tree as well.</p> <p><b><i>Item not on the Agenda.</i></b></p> <p>WD said that David Ottridge’s funeral had taken place yesterday, with a number of MPC members present. The service was a beautiful occasion, conducted by David Ireland at Randalls Crematorium. WD would like it to be noted that the MPC are extremely thankful to David Ottridge for his hard work and service whilst a Councillor. His support continued during the RFO handover to his final days.</p> <p>It was agreed that the MPC would like to do something in memory of David Ottridge and suggestions are welcomed from the Parish Councillors.</p> <p><b>ACTION / All MPC Cllrs</b></p> <p>EF raised the issue of having the land where the greenhouses are; the area left off Dell Close, to be a possible plot for a community allotment, there have been a few people in the area requesting the option.</p> <p>DI agreed to speak to Stuart Ansell at RGS Surrey Hills.</p> <p><b>ACTION / David Ireland</b></p>
<b>10</b>	<p><b>(10/7/25) Next Meetings:</b></p> <p>WD gave his apologies that he is away for the next meeting on 10 September and asked if GC, as Vice Chair would chair the September meeting.</p> <p>GC to confirm his availability.</p> <p><b>ACTION/ Graham Clark</b></p> <p>Wednesday 10 September 2025 Wednesday 12 November 2025 (inc. Children’s Recreation Ground Trust Meeting) Wednesday 21 January 2026 Wednesday 11 March 2026</p>

**WD thanked everyone for attending.  
The meeting closed at 8.23pm**

Signed as a true record of the meeting, and approved at the Full Parish Council Meeting on the 9 July 2025:

**Signed:** .....

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