

# Mickleham Parish Council

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DRAFT Minutes of the MPC Meeting held at 8.00pm on 12 November 2025

<b>Venue</b>	Ranmore Room (St Michael's Church)	
<b>Chair</b>	Will Dennis (WD)	
<b>Councillors Present</b>	Graham Clark (GC) David Ireland (DI)	Gill Wilson (GW)
<b>Clerk</b>	Feena Graham	
<b>Attending</b>	District Cllr Chris Budleigh County Cllr Hazel Watson Inspector James Green, MV Borough Commander	
<b>Members of the Community</b>	None	

Item No	
1	<p><b>(1/11/25) Opening Formalities</b></p> <p>All Councillors are required to sign a formal acceptance to receive information by electronic means as per the 2025 Audit review. 2 MPC Councillors outstanding WD signed.</p> <p><b>1.1 Apologies for absence:</b> John Lowes (Holidays) Emma Flynn (Work) Andrew McNaughton (Work) District Cllr Leah Mursaleen-Plank</p> <p><b>1.2 Declarations of Interest/Requests for Dispensations</b> None.</p> <p><b>1.3 Agree the Minutes of the MPC held on 10 September 2025</b> Some minor changes with wording were discussed and the minutes were approved by all Parish Councillors present, subject to these changes being made</p> <p><b>1.4 Chair's Comments</b> None raised.</p>
2	<p><b>(2/11/25) Open Forum</b></p> <p><b>2.1 Liaison between Surrey Police and Mickleham Parish Council</b> The Police Report for 11<sup>th</sup> September to 07<sup>th</sup> November 2025, from the Mole Valley Safer Neighbourhood Police Team, were received and accepted by the MPC. Inspector James Green ran through the incidents reported. <i>Summary of discussions: See November 2.1 Appendix</i></p> <p>WD thanked Inspector J Green for taking time to attend this evening's meeting. Inspector J Green left the meeting at 9pm.</p> <p><b>2.2 Public Questions</b> None raised in advance.</p>

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3	<p><b>(3/11/25) Finance &amp; Formalities</b></p> <p><b>3.1 Approve Accounts for Payment</b></p> <p>Retrospective payment:</p> <p>£312.00 - NJL for Rec mowing in August (2 cuts). £312.00 - NJL for Rec mowing in September (2 cuts). £312.00 - NJL for Rec mowing in June (2 cuts) – overdue payment. £175.00 - Andrew Clark Grass cutting &amp; Strimming in September. £175.00 - Andrew Clark Grass cutting &amp; Strimming in October. £430.00 - Andrew Clark Grass for Path Maintenance in October. £60.00 - Donation to Mickleham PCC for the use of the Ranmore Room. (Agreed in September's MPC Meeting). £36.00 - Surrey ALC Limited for AGM/Conference Online Attendance x 2.</p> <p>In addition, some direct payment made:</p> <p>£20.99 - HugoFox payment for the new emails on a monthly basis. £42.00 - BrightPay (Payroll software) (System converted to a Cloud version in Oct 25 as required. The annual license paid for payroll year April 25/26 on the existing system was paid for on 31/07/25: £100.80 New cloud version requires payment in advance for Oct 25/26: £100.80. Balance for Oct 25/26 less previous licence paid is £42.00. £120.00 - HugoFox payment for <a href="http://gov.uk">gov.uk</a> email conversion.</p> <p>New Payments:</p> <p>£312.00 - NJL for Rec mowing, 2 visits in October.</p> <p>Payments agreed by all Parish Councillors present and one cheque was signed for payment.</p> <p>GC/GW raised that grass cutting up to the boundary line is not being completed. GC to obtain a quote for grass cutting from an independent family-run company.</p> <p><b>ACTION / Graham Clark.</b></p> <p><b>3.2 Agree Bank Reconciliation</b></p> <p>The bank reconciliation up to the 05 November 2025 had been circulated and was approved by all and signed by the Chair.</p> <p>The current bank balance after all discussed and agreed payments made is: £9668.13</p> <p><b>3.3 Budgets / Provisional Precept 2026-27</b></p> <p>The Clerk ran through the accounts to date based on the 25/26 budget.</p> <ul style="list-style-type: none"><li>• Precept allocated was £16,643.00 which includes two grant payments.</li><li>• Expenditure of £8,849.15 between 1<sup>st</sup> April to 31<sup>st</sup> October to date.</li><li>• Approximately £7,500.00 remains.</li><li>• An expenditure prediction by the end of March 2026 will be £13,900 in total, which includes increased costs this year, leaving £4,800 in reserve to carry over for April 2026.</li><li>• The 24/25 Audit Summary recommended a general reserve range of between £3k and £12K, where the net revenue expenditure is circa £12k per annum. To allow for this in 2026-2027 the precept request will be increased again.</li></ul>
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	<p>A provisional precept calculation will be made and sent to all Parish Councillors for comment and approval, as the anticipated submission date to Mole Valley, will be early January, before the next full MPC Meeting planned for January 2026.</p> <p><b>ACTION / Clerk</b></p> <p><b>3.4 Hugo Fox / Gov.uk Emails</b></p> <p>Emails have been created for all the MPC members.</p> <p>Once the Clerk has migrated details will be sent out.</p> <p>WD asked that the migration be completed by the March 2026 Meeting.</p> <p><b>ACTION / Clerk</b></p> <p><b>3.5 Surrey ALC AGM &amp; Conference 13 November 2025.</b></p> <p>Council approval to vote on behalf of MPC : Both DI and the Clerk will be attending the above via remote link.</p> <p>The MPC agreed that DI would be able to vote on behalf of the MPC if required.</p>
4	<p><b>(4/11/25) Planning</b></p> <p><b>4.1 Planning Applications Submitted</b> (since the Septembers MPC meeting)</p> <p>See Planning Appendix.</p> <p>Applications were discussed.</p> <p>No objections were raised at this meeting.</p>
5	<p><b>(5/11/25) Working Groups</b></p> <p><b>5.1 Norbury Park</b></p> <p><b>5.1.1 Forum Meeting</b></p> <p>JL had circulated his note for this meeting.</p> <ul style="list-style-type: none"><li>• Details of the bridleway being moved in Norbury Park.</li></ul> <p>Details were also sent in by CC Cllr Hazel Watson.</p> <p>The MPC agreed to support the move as discussed at previous meetings regarding the impact to the livestock.</p> <p>CC Cllr Hazel Watson to note to the County Council MPC's response, and MPC would also respond direct.</p> <p><b>ACTION / CC Hazel Watson/WD.</b></p> <ul style="list-style-type: none"><li>• The second issues raise was regarding the Recreation Ground (Rec) boundary.</li></ul> <p>Details from the Land Registry states the Rec land has not been registered. The land was donated to the Parish Council in 1928 and has not changed hands since then. JL is awaiting confirmation from Land Registry to confirm this.</p> <p>The discussion was to determine the trees on the land that may need cutting back. Using the Title Plan for the playground the southeast corner appears at right angle at the back of No 9 Dell Close. The Clerk obtained a plan of the Rec with dimensions. Measuring 334 feet from the marker stone at the corner of the back of No 1 Dell Close, to the back of No 9 at a point inside the line of trees along the boundary.</p> <p>In conclusion none of the trees are within the boundary of the Rec, and any issues with the trees are for Mr &amp; Mrs Hobbes as owners.</p> <p>WD to notify Eric Flint.</p> <p><b>Action / WD</b></p>

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	<p>The Council may want to consider whether the Rec should be officially registered with the Land Registry. This is not compulsory and will involve some costs.</p> <p><b>5.1.2 Tenancy Updates</b></p> <p>Update from WD:</p> <ul style="list-style-type: none"><li>• Nick Bullen has had a 21-month extension, until April 2027, thanks to a number of people who assisted, including but not limited to Kirsten Johnson, Mandy Jillings, Chris Budleigh and David Allbeury. This date coincides with the Surrey County Council change over to the new Unitary Authority.</li></ul>
6	<p><b>(6/11/25) Parish Council Maintenance</b></p> <p><b>6.1 Memorial Bench.</b></p> <p>The MPC have agreed on a memorial item for David Ottridge.</p> <p>The Clerk ran through quotes for a bench.</p> <p>Toolbox Tony £1075.00 including VAT. In oak to match the picnic bench.</p> <p>Garden Centre £399.00 +VAT</p> <p>B&amp;Q £250.00 + VAT</p> <p>GW mentioned another company. Details to be forward to the Clerk</p> <p><b>ACTION / GW</b></p> <p>Clerk to chase quotes and discuss with M Ottridge.</p> <p><b>ACTION / Clerk</b></p>
7	<p><b>(7/11/25) 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 September's MPC meeting.</p> <p>DI reported back on behalf of the Group:</p> <ul style="list-style-type: none"><li>• The constant noise of motorbikes have now died down due to the change in the weather and the change from BST to GMT.</li><li>• Some useful sessions were carried out Wednesday evenings and Sundays, reporting a mixture of cars and motorbikes which were exceeding the speed limit.</li><li>• Thanks to the new body worn camera, number plates have been identified from two motorbikes and a car speeding, and these have been reported accordingly.</li><li>• A risk assessment has been completed to monitor the 20mph zone for traffic going north.</li></ul> <p>WD thanked Angela Ireland for the work carried out and also for recruiting new volunteers.</p> <p><b>7.2 VAS Update</b></p> <p>Vehicle Activated Signs (VAS) figures were received from the SCC agent.</p> <ul style="list-style-type: none"><li>• The irregular data readings make it difficult to see how effective the VAS is.</li><li>• The figures refer to the number of vehicles that have activated the VAS, i.e. the number of vehicles that have gone over the speed limit of 30mph, and not the total number of the vehicles passing.</li></ul> <p><b>7.3 Swanworth Lane</b></p> <p>Ref: Requests to Running Horses Pub to trim the hedge.</p> <p>This is still outstanding.</p> <p><b><u>Post Meeting Note: This has now been completed.</u></b></p>

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	<p><b>7.4 Rykas</b> Covered in 2.1</p> <p><b>7.5 Noise Petition</b> No further updates.</p>
<b>8</b>	<p><b>(8/11/2025) Mole Valley Updates</b></p> <p><b>8.1 MV Community Governance Review (CGR Response received)</b> WD reported back:</p> <ul style="list-style-type: none"><li>• The MPC voted not to merge with Westhumble RA(WRA) or Dorking, and a response was sent through to MVDC.</li><li>• In the above response a question was raised as to whether the MPC would be compelled to merge with WRA and/or Dorking even if the MPC did not want to. The reply was that MPC can be compelled to merge if the MVDC concludes that it is the right approach. This would include any consultation responses.</li></ul> <p>ClIrr CB confirmed</p> <ul style="list-style-type: none"><li>• There had been about 500 responses.</li><li>• The WRA have not decided whether or not to become a parish council. However, the WRA are adamant they do not want to merge with Dorking but would prefer to be standalone or join with Mickleham PC (but not against the wishes of Mickleham PC).</li></ul> <p>ClIrr Hazel Watson confirmed she is on the working group for the District Council:</p> <ul style="list-style-type: none"><li>• There has only been an initial meeting, the next full meeting will look at a way forward and so no conclusions have been reached as yet.</li><li>• Any recommendations will go to full Council on 17th February 2026.</li><li>• Papers for this meeting would be published a week before the date of meeting.</li><li>• A second consultation will take place after February's meeting, with a final decision made in July 2026.</li></ul> <p><b>8.2 Local Government Reorganisation (LGR) – Decision Made.</b> WD referred to his memo detailing the decision made on the LGR.</p> <p>There will be 2 Unitary Councils:</p> <ul style="list-style-type: none"><li>• East Surrey Unitary will replace the current areas covered by Elmbridge, Epsom and Ewell, Mole Valley, Reigate and Banstead, and Tandridge councils.</li><li>• West Surrey Unitary will take over Guildford, Runnymede, Spelthorne, Surrey Heath, Waverley, and Woking.</li><li>• Surrey County Council will cease on 31<sup>st</sup> March 2027.</li><li>• None of our existing district councillors would be standing again here. Abhiram Magesh will be standing again, but for Dorking Hills, not Dorking Rural.</li></ul>
<b>9</b>	<p><b>(9/11/25) Urgent Items Received by The Chair</b></p> <p><b>9.1 Donation Request – CAGNE / Gatwick Expansion</b> A request from a pressure group to contribute to their campaign funds was discussed. All the MPC ClIrrs present declined the request.</p> <p><b>9.2 Website / Communications</b> Increased use would be made of the new domain website be used and the community WhatsApp Group for getting communications out effectively.</p>

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	<p><i>Items not on the Agenda:</i></p> <p><b>9.3 Lanyard Request</b> One of the local PCs has asked if the MPC would like to have lanyards. All the MPC Cllrs present declined the request.</p> <p><b>9.4 Bespoke Councillor Training for Devolution</b> Capel PC have asked if the MPC would like to combine with other PC's to have a bespoke Council training on the impact of devolution and local government reorganisation on town and parish councils, including governance changes, financial implications, and opportunities for local decision-making available, with a view of reducing the overall training cost. All the MPC Cllrs present declined the request.</p> <p><b>9.5 Footpath in Norbury Park / Mark Frost farm area</b> Details covered in 5.1.1</p>
10	<p><b>(10/11/25) Next Meetings:</b></p> <p>Wednesday 21 January 2026 Wednesday 11 March 2026</p> <p><b>10.1 Agree Meeting Dates for the year 2026-2027.</b> Dates were circulated and agreed.</p> <p><b>10.2 Speaker for the Annual Parish Meeting – May 2026</b> WD had suggested the current Police and Crimes Commissioner, who will be in place until May 2028. However, the government has now announced the abolition of Police and Crimes Commissioners. WD asked for more suggestions. <b>ACTION / All Cllrs.</b></p> <p>GW agreed to take down the poppies in Mickleham Village. WD thanked her.</p>

**Chair WD thanked everyone for attending.  
The meeting closed at 9.24pm**

Signed as a true record of the meeting, and approved at the Full Parish Council Meeting on Wednesday 21 January 2026:

**Signed: .....Will Dennis 21 January 2026.....**

**Note:** Hard copies of this document are not produced for distribution.  
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