

Mickleham Parish Council

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Minutes of the Annual MPC Meeting held at 8.50pm on 27 May 2026

Venue	Mickleham Village Hall
Chair	Will Dennis (WD)
Councillors Present	Graham Clark (GC) Andrew McNaughton (AM) David Ireland (DI) Emma Flynn (EF)
Clerk	Feena Graham
Attending	County Cllr Hazel Watson District Cllr Chris Budleigh
Members of the Community	Nick Bullen

Item No	This meeting followed on from the Annual Parish Meeting.
1	(1/05/26) Nominations for a Chair for 2026-2027 Chaired by the current Chair, Will Dennis. Will Dennis was proposed, by Andrew McNaughton seconded by David Ireland. Will Dennis was duly elected.
2	(2/05/26) Nominations for a Vice-Chair for 2026-2027 Chaired by the newly elected Chair WD. Graham Clark was proposed by Will Dennis and seconded by Andrew McNaughton. GC was duly elected.
3	(3/05/26) Opening Formalities – Part 1 3.1 Apologies for absence: John Lowes (hols) Gill Wilson (hospital) 3.2 Declarations of Interest/Requests for Dispensations None. 3.3 Agree the Minutes of the Meeting held on 11 March 2026 Minutes were approved by all Parish Councillors present. Minutes duly signed by the Chair. 3.4 Chair's Comments WD referred to his Annual Report for the year 2025-2026. A copy will be available to be viewed on the MPC website and also printed in July's edition of the Mickleham Parish Magazine.
4	(4/5/26) Open Forum 4.1 Liaison between Surrey Police and Mickleham Parish Council Covered in the Annual Parish Meeting.

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	4.2 Public Questions Questions received by: <u>Maggie Lambert</u>: regarding the timing of the hedges around Burmester Field, Dell Close, and the Rec area being cut and bypass around A24 Mickleham. • Details were sent through, from dates on SCC website, and from path maintenance work instigated by MPC as Trustee. • Cllr Hazel Watson advised reporting any details via 'FixMyStreet' regarding vehicle sight lines due to overgrown vegetation. <u>Penny Griffiths</u>: regarding the path in front of Lammas Cottage to Spring Acre and Old House Cottage. In wet weather it becomes extremely muddy and would the Parish Council consider buying stones or gravel that could be laid out along the length of the path. • Upon investigation there seems to be a channel that drains into the garden of Old House Cottage created over the few years. • DI to liaise with the new owners of Old House Cottage. ACTION / DI
5	(5/05/26) Councillors Responsibilities 5.1 To agree the areas of responsibilities for the year 2026-2027 Parish Councillors agreed changes as: • AM & JL to be involved with Traffic & Road Safety with DI. • GC to continue liaison with the new East Surrey Unitary Council and existing Councillors during the transition. DI reported that the new contact for liaising with RGS Surrey Hills will be Nicola Hawley. 5.2 To agree membership of any Working Groups Working groups not needed at this time and would be agreed in the future as required.
6	(6/5/26) Finance & Formalities 6.1 Budget 2026-2027 A summary of the budget was sent out for information. No questions raised. 6.2 Approve Accounts for Payments Retrospective payment were: £894.99 - Atex UK Ltd (memorial bench & fixings). (Agreed in January's Meeting) £175.00 - A Clark: Grass cutting & streaming & blowing / MARCH £162.00 - NJL for Rec mowing in MARCH £175.00 - A Clark: Grass cutting & streaming & blowing / APRIL £144.01 - Surrey ALC for NALC & SALC Annual Subscriptions 2026-2027 £175.00 - A Clark: Grass cutting & streaming & blowing / MAY £324.00 - NJL for Rec mowing in APRIL x 2 visits All Parish Councillors present agreed.

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6.3 Agree Bank Reconciliation

The final bank reconciliation for the year ending 31st March 2026, dated 02 April 2026 had been circulated and was approved by all PC Councillors present and signed by the Chair.

2025-2026 Year closed with a balance of £5,171.49 and carry forward to 2026-2027.

The first bank reconciliation for the current year 2026-2027, up to the 05 May 2026 had been circulated and was approved by all PC Councillors present and signed by the Chair.

The balance of £14,126.46 includes the first precept of two payments of £10,571.50 received in April 2026.

The current bank balance after all current and agreed payments is: £12,824.47.

6.4 To agree Section 1 of the AGAR (Annual Governance Statement) 2025/2026

Section 1 had been circulated and was approved by all Parish Councillors present and signed by the Chair and Clerk.

6.5 To agree Section 2 of the AGAR (The Accounting Statement) 2025/2026

Section 2 had been circulated and approved by all Parish Councillors present and signed by Chair.

6.6 To approve the AGAR Certificate of Exemption 2025/2026.

Approved by all Parish Councillors present and signed by both the Chair and the Clerk/RFO.

6.7 To approve the dates of the Notice of Public Rights 2025/2026

These will be published on the MPC website and will run from Monday 15th June to Friday 24th July 2026.

All Parish Councillors agreed.

- The Clerk confirmed that the internal audit by Mulberry & Co will take place on Tuesday 9th June 2026.
- WD pointed out one key element to be considered in the budget for 2027/2028 which is the cost of an election, as the Parish Council is required to hold an election in May 2027 and the cost thereof will not be reimbursed (as had previously been the case).
- The precept will be increased accordingly for 2027/2028.

6.8 To agree a new Insurance Premium.

Details of the renewal cost had been circulated.

The renewal cost from Zurich is £264.00.

All Parish Councillors present approved the cost of the renewal.

6.9 HugoFox / Gov.uk Domain / Emails Update

AM/EF/GC still have issues with the new email set up.

Clerk to forward helpdesk details.

ACTION / Clerk

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	6.10 Approve of the IT Policy A draft of the new IT Policy was circulated in advance of today's meeting. Approved by all Parish Councillors. Clerk to circulate approved document. ACTION / CLERK
7	(7/5/26) Planning 7.1 Planning Applications Submitted (since the March's MPC meeting) • Ref: Planning Appendix May 2026 Applications were discussed, mainly planning submitted around tree works. No objections were raised at this meeting.
8	(8/5/26) Reports from Working Groups 8.1 Norbury Park 8.1.1 Forum Meeting No further meetings have taken place recently and may have stopped. Cllr Chris Budleigh to find out more from Kate McDonald. ACTION / Cllr Chris Budleigh 8.1.2 Tenancy Updates Three more residents (one family) have been served with an eviction notice. WD confirmed that the MPC will support them to oppose the eviction, as with the other tenants. WD will keep the Parish Councillors updated. ACTION / WD 8.2 Book Hub In the absence of GW – c/fwd. to next meeting in July. ACTION / CLERK
9	(9/5/26) Parish Council Purchase Maintenance 9.1 Memorial Bench Clerk confirmed the bench has been delivered and is being kindly being stored by GW. Two quotes were circulated for the installation with a view on doing an unveiling on Friday 12th June with David Ottridge's family. Quotes: • JS Wilson Construction: £754.00 • Home Fix : £1,1800.00 To clear an area, concrete/tile base and fix bench to site. Parish Councillors agreed to go with the JS Wilson Construction quote. A photo of the area for the bench to be sited was circulated and all Parish Councillors approved (Parish Council is trustee of the Rec). Clerk to follow up. ACTION / CLERK

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	Once date confirmed WD to communicate via the village WhatsApp `group, should any members of the community want to join the unveiling. ACTION / WD
10	(10/05/26) Traffic & Parking & Noise 10.1 Speedwatch Group Update Angela Ireland had forwarded details of the Group's activity since the March MPC meeting. DI read out the report. In summary: • The Group have carried out a record number of Speedwatch sessions over the last two months, with an average of two per week. • This reflects the level of annoyance caused to the local residents since the arrival of better weather and the commitment of the volunteers, all of whom have carried out at least one session over the last two months. • The Group are delighted to welcome Juliet Hornby to the team, which now consists of eleven volunteers. • Unfortunately, the Group can do little to help with the severe problems of noise after dark, in particular the racing of motorbikes and cars on the Zig Zag Road, but their contribution acts as a deterrent factor and reminds those who are caught of the dangers of exceeding the speed limit in a residential area. • The Group are delighted to receive a list of dates on which 2 PCSOs are being deployed for patrols and would be able to offer support. The first two dates were 9th and 10th May, when sessions were carried out at the times allocated but unfortunately, they did not make contact. • Sergeant Hannah Whatham is investigating what went wrong and the Group hope to meet up with them on Sunday 31st May, when Jo Carroll and Angela Ireland will be on duty from 11.30 to 12.30. WD thanked the Speedwatch Group for their work and support. 10.2 Swanworth Lane WD reported that there is still an issue of some people parking at the corner of Swanworth Lane and Old London Road, even though a sign stating 'Do Not Park' is sited. WD to investigate putting a large planter in this area. Also, the Running Horses have made no efforts to improve the sightlines on the opposite corner where they have planted a hedge that blocks the sightlines. This is now dangerous. ACTION / WD 10.3 Rykas Café Covered in the Annual Parish Meeting.
11	(12/05/26) St Michael's School – Proposed Closure Covered in the Annual Parish Meeting.

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12	(11/5/26) Urgent Items Received by The Chair Covered in the Annual Parish Meeting.
13	(12/05/26) Next Meetings: • Full Council Meetings Wednesday 09 September 2026 Wednesday 11 November 2026 (follows Children's Recreation Ground Trust Meeting) Wednesday 20 January 2027 Wednesday 17 March 2027

**WD thanked everyone for attending.
The meeting closed at 9.28pm**

Signed as a true record of the meeting, and approved at the Full Parish Council Meeting on the 08 July 2026:

Signed:Will Dennis 08 July 2026.....

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