

# Mickleham Parish Council

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DRAFT Minutes of the MPC Meeting held at 7.32pm on 10 September 2025

<b>Venue</b>	Ranmore Room (St Michael's Church)
<b>Chair</b>	Graham Clark – Vice Chair (GC)
<b>Councillors Present</b>	David Ireland (DI) Gill Wilson (GW) Andrew McNaughton (AM) John Lowes (JL)
<b>Clerk</b>	Feena Graham
<b>Attending</b>	District Cllr Abhiram Magesh County Cllr Hazel Watson
<b>Members of the Community</b>	None

Item No																			
<b>1</b>	<p><b>(1/9/25) 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. 4 MPC Councillors present signed.</p> <p><b>1.1 Apologies for absence:</b> Will Dennis (Hols) Emma Flynn (Hols) District Cllr Chris Budleigh District Cllr Leah Mursaleen-Plank David Sadler, Police Liaison</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 09 July 2025</b> Minutes were approved by all Parish Councillors present and duly signed by the Vice-Chair.</p> <p><b>1.4 Chair's Comments</b> None raised.</p>																		
<b>2</b>	<p><b>(2/9/25) Open Forum</b></p> <p><b>2.1 Liaison between Surrey Police and Mickleham Parish Council</b> The periodic Police Report for 9<sup>th</sup> July to 10 September 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. The incident referred to was not listed on the police report issued for the May MPC meeting.</p> <p><b>2.2 Public Questions</b> None raised in advance.</p>																		
<b>3</b>	<p><b>(3/9/25) Finance &amp; Formalities</b></p> <p><b>3.1 Approve Accounts for Payment</b> Retrospective payment:</p> <table style="margin-left: 40px;"> <tr> <td>£156.00</td> <td>-</td> <td>NJL for Rec mowing in July</td> </tr> <tr> <td>£605.00</td> <td>-</td> <td>Andrew Clark</td> </tr> <tr> <td></td> <td>•</td> <td>£175.00 for Path Grass cutting &amp; Strimming in June</td> </tr> <tr> <td></td> <td>•</td> <td>£430.00 for Path Maintenance in AUGUST</td> </tr> <tr> <td>£18.00</td> <td>-</td> <td>Mulbery &amp; Co Bitesize Training (Clerk)</td> </tr> <tr> <td>£150.00</td> <td>-</td> <td>Refund paid to Will Dennis returning the bunting deposit due to access to the MPC account for signatures.</td> </tr> </table>	£156.00	-	NJL for Rec mowing in July	£605.00	-	Andrew Clark		•	£175.00 for Path Grass cutting & Strimming in June		•	£430.00 for Path Maintenance in AUGUST	£18.00	-	Mulbery & Co Bitesize Training (Clerk)	£150.00	-	Refund paid to Will Dennis returning the bunting deposit due to access to the MPC account for signatures.
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£100.08 - Refund to the Clerk for payment to BrightPay for the Annual Licence for the payroll system used.

New Payments:

£312.00 - NJL for Rec mowing, 2 visits in August

All Parish Councillors present agreed and one cheque were signed for payment.

### 3.2 Agree Bank Reconciliation

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

The Clerk/RFO confirmed:

- The second instalment of the precept payment of £8321.50 has been paid in on 3rd September 2025.
- MPC are still holding £60 for the Playground Committee in respect to bunting hire.

The current bank balance after all discussed and agreed payments is: £11891.76

A provisional precept calculation will be made for discussion in November's meeting and will need to be agreed early in the new year.

**ACTION / Clerk**

### 3.3 Annual Governance Review

WD had forwarded documents in advance of today's meeting.

The re-adoption of the following documents were agreed by all Parish Councillors present to include the changes requested.

- 3.3.1 Financial Regulations
- 3.3.2 Standing Orders
- 3.3.3 Code of Conduct
- 3.3.4 Risk Register

Documents will be updated and distributed accordingly.

**ACTION / Clerk**

### 3.4 Bank Account Update

The Clerk confirmed that both Graham Clark and Feena Graham/Clerk are now confirmed as signatories for the MPC account. The next stage is to change the address details.

**ACTION / Clerk**

### 3.5 Agree New Pay Rates 2025-2026 for Council Staff

The National Joint Council (NJC) for Local Government Services has agreed on pay rates applicable from 1 April 2025 to 31 March 2026. The new pay rates are each increased by 3.20% per annum.

The new rate for the clerk was approved by Councillors present.

A bank mandate will be signed and sent through, and backdated pay be authorised once the mandate is in place.

**ACTION / Clerk**

### 3.6 SALC Membership Fees 2026-27

Details of the upcoming adjustment to membership fees, which will take effect from 1st April 2026 were distributed with a letter outlining the rationale and details of the adjustment.

The 5% membership increase for 2026/2027 was approved by Councillors present.

This year's fee paid was £120.88 for 2025/2026.

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	<p><b>3.7 Use of the Ranmore Room</b></p> <p>Discussions were held about last year's donation to the Mickleham PCC for use of the Ranmore Room for all Council Meetings.</p> <p>Following discussions, it was agreed by all Parish Councillors present to donate £60.00 for the year 2025-26.</p> <p><b>ACTION / Clerk</b></p>
4	<p><b>(4/7/25) Planning</b></p> <p><b>4.1 Planning Applications Submitted</b> (since the March's MPC meeting)</p> <p>The following applications were discussed:</p> <p><b>4.1.1</b> Application MO/2025/02066 Box Hill School, Housemasters Flat 1 Old London Road Mickleham. RH5 6EA Various Tree works. <i>09/09/2025 Agreed.</i></p> <p><b>4.1.2</b> Application MO/2025/02120 St Michaels House, Dell Close Mickleham. RH5 6EE Formation of 1-metre-wide opening in existing wall formally within the curtilage of a listed building.</p> <p>No objections were raised at this meeting.</p>
5	<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 had nothing to report.</li></ul> <p><b>5.1.2 Tenancy Updates</b></p> <p>WD had forwarded an update:</p> <ul style="list-style-type: none"><li>• Helen Wood has filed a formal complaint with Surrey CC and she has further correspondenc with various County Councillors.</li><li>• Swanworth Farm / Nick Bullen has a stay of execution for one year, but negotiations continue as to the exact terms of that new lease.</li></ul>
6	<p><b>(6/6/25) Parish Council Maintenance</b></p> <p><b>6.1 Recreation Ground / Playground</b></p> <p>DI updated the MPC on to the state of the Playground Swings:</p> <ul style="list-style-type: none"><li>• Since the last meeting progress has been made with some considerable frustration. After an exchange of correspondence Kompan have agreed to cover the cost of materials to replace the faulty posts on the swings and after further correspondence they agreed to reduce the labour costs as well.</li><li>• Other smaller maintenance tasks including the replacement of a post on the climbing frame and Kompan agreed to cover the cost of materials for some but not all items.</li><li>• This still leaves a large quote for the labour to replace these items. This was challenged and a reduction agreed from £7,179 to £6.394.</li><li>• The work was carried out in late August although another rotten timber support for the balance bar was discovered, which Kompan agreed to replace, with the Playground committee potentially bearing the labour costs.</li><li>• This is now being strongly contested by members of the Playground committee and helpers who have also enlisted the support of our Member of Parliament, as Kompan have installed several similar playgrounds in this area.</li></ul>

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	<ul style="list-style-type: none"><li>• A claim that the responsibility of identifying and reporting these faulty timbers lies with the volunteers who inspect the playground every week has been declared ridiculous as has a statement by Kompan that they should have completed a particular qualification which has never been mentioned before.</li><li>• The Playground committee await a response from our MP Chris Coghlan and are in discussions with a senior member of staff from Kompan, who has already agreed to cover the labour cost for the balance bar and has agreed to meet with Adam Parfitt to discuss the apparent problems with robinia wood, as the equipment is still under the original guarantee for a further 18 months and more problems may surface in that time.</li></ul> <p>Thanks are extended to Adam and Sarah Parfitt, and Angela Ireland for their time taken dealing with all the correspondence.</p> <p><b>6.2 Recreation Ground / Walnut Tree</b> Discussions were held regarding the Walnut tree needing to be cut. Cllr Abhiram Magesh stated that under the OLA (Occupiers Liability Act) liability would only kick in if someone actually gets hurt or injured. Storm conditions are not included. It is in the event where someone is hurt because of the dangers at that time.</p> <p><b>Tree Survey:</b> The Clerk had sent through a quote for a tree survey. This quote covered all the Trees and was instigated through Eric Flint when arranging the Church Yard survey. Queries was raised as to whether all the tress quoted for, fall within the boundary of the Recreation Ground. It was decided to review the trees within the boundary as the costs proved to be too expensive. <b>ACTION / DI to speak to Eric Flint to follow up</b></p> <p><b>6.3 Use of Recreation Ground Request</b></p> <ul style="list-style-type: none"><li>• Horticultural Event Sat 13 September</li></ul> <p>Request to use the Rec (Dell Close Side) for overflow was agreed by Parish Council, subject to the weather being dry and not cutting up the grassed area.</p> <p><b>Note:</b> Further requests by regular users do not have to be brought to the MPC meeting and can be decided by the Chair/Clerk. Only new requests going forward will be brought forward.</p>
7	<p><b>(7/9/25) Traffic &amp; Parking &amp; Noise - Updates</b></p> <p><b>7.1 Speedwatch Group Update</b> Angela Ireland (AI) had forwarded details of the group's activity since July's MPC meeting. DI reported back on behalf of the Group:</p> <ul style="list-style-type: none"><li>• The Speedwatch Group have been much more active in these last two months, sadly not for a good reason. Members of the Group have been quick to volunteer every time an appeal was put out to monitor the problems of noise/speed that has increased lately.</li><li>• A new member of the Group has just completed the training and two others are currently in training. This shows the strength of feeling among those who live close to Old London Road and near to the A24 intersection with Burford Bridge and Denbies.</li><li>• Over 30 offences have been reported to the police over this period.</li><li>• Volunteers now wear body video camera, which records motorbike number plates and the rise in anti-social behaviour. It enables the group to play back the video and have another attempt at reading the number plates It provides evidence in instances of antisocial behaviour, deliberate revving and abusive behaviour.</li><li>• As previously mentioned, two volunteers were subjected to abusive behaviour and reckless driving on 30th July when a group of 4 motorbikes, and later another group of 3 passed by revving</li></ul>

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deliberately and shouting abuse at them. Another 2 volunteers also had a bad experience two weeks ago when a young car driver stopped to argue that there was nothing wrong with their speeding and deliberately sabotaged the session, which was also being attended by PC Ed Ferris. Fortunately, volunteers were not intimidated and continued to carry out sessions regardless of this behaviour.

- The Group have a new lighter and more modern camera, and contacts at the police are doing everything to support them.
- Angela Ireland (AI) reported that the Speedwatch Group can only make a very small contribution to an enormous problem and has written to the MP to request his help in obtaining a more permanent structural change to the Old London Road. His reply was similar to the one sent to other residents: sympathetic of course but explaining that he does not have the power to solve the problem.
- AI has also written to Surrey Highways and received a response last week from Duncan Knox also saying that there is nothing they can do, it is down to enforcement by the police.
- A permanent solution is required by way of SCC providing cameras. The Casualty Reduction Officer PC Ed Ferris kindly took time to have a meeting with members of Group and outlined the measures which the police are trying to persuade SCC to undertake.

## 7.2 VAS Update

No new data has been received.

Further details will be sent when available.

## 7.3 Swanworth Lane

Ref : Requests to Running Horses Pub to trim the hedge.

### Post Meeting Note:

*DI confirmed discussions had with the Running Horse Pub.*

*The Running Horses have agreed to give the conifer hedge a light prune in the autumn followed by more thorough pruning in 2026, to improve the sight lines when exiting from Swanworth Lane. The height of the hedging around the outside of the pub will be cut by their contracted company in March 2026 as per their gardening schedule.*

## 7.4 Rykas

No updates to report.

## 7.5 Noise Petition

Discussions were held regarding the validity of some of the entries on the current Noise Petition taking place and linking the emails to the postcodes within the area.

CC Hazel Watson detailed:

- There were 1200 signatures at the last count but these needed to be checked if they are accepted within the area concerned and it was for the petitioners to solve this.
- 800 signatures are required, but it could still be possible to present the petition to the cabinet with less.

There is still a month to go to promote this to members of the community and obtain the required number of signatures, if not more.

AM reported back on the Noise survey:

- This was conducted during 19<sup>th</sup> August and 2<sup>nd</sup> of September and covered the August bank holiday period.
- AM said that he had guests over and sat outside and the noise was very loud and they could not talk to each other whilst in their garden.
- The equipment has been picked up now for downloading the information.
- The idea is to have a good baseline for ambient noise level and expected noise level.

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	<ul style="list-style-type: none"><li>• This will be with no traffic at all in quiet times and then acceptable levels of traffic, which is predominantly tyre noise. Once you get above 20 miles an hour and if someone is racing past, it is the tyres that you hear. What would then be picked up is peaks of noise levels at maybe over 100, or maybe 120 decibels to the extreme. Once you go above the maximum level, then this is classified as a noise nuisance.</li></ul> <p>AM proposed that once the report has been received the MPC should involve MP Chris Coghlan with the results to prove there is a problem, where previously we have been ignored:</p> <ul style="list-style-type: none"><li>• There is no desire to close Rykas.</li><li>• Residents are suffering with the noise levels and overnight racing.</li><li>• Surrey CC placed the average speed cameras in the wrong place, with no consultation to the area, which drove all of the traffic through Mickleham.</li></ul> <p>CC Hazel Watson asked who had carried out the survey.</p> <ul style="list-style-type: none"><li>• AM confirmed it was conducted by a company called Clement Acoustic who are national noise consultants.</li></ul> <p>CC Hazel Watson said be worth passing that information to the petitioners to refer to when speaking out.</p> <p>DI expressed thanks, on behalf of the MPC to all those who contributed to have the survey completed. The crowd funding raised £4k.</p> <p>AM said he hoped the report will be available for the meeting on 14<sup>th</sup>.</p> <p>WD had forwarded comments:</p> <ul style="list-style-type: none"><li>• There have been some really bad evenings through the summer, and many complaints on the WhatsApp group and directly to him and others.</li><li>• The petition does not yet have 800 certified signatures that MVDC will accept as valid, but this is being followed up. A counter-petition exists, which states, erroneously, that the community want to close Rykas, which is not the case, but we do want acoustic cameras and we do want enforcement of the law and for Rykas to comply with the terms of its lease.</li><li>• A copy of the lease has now been obtained and we are reviewing it to see where Rykas may be in breach.</li><li>• There has also been some helpful press comment, and some unhelpful abuse directed at our excellent Speedwatch Group.</li></ul> <p>WD is due to present the final petition to Mole Valley on 14<sup>th</sup> October at Pippbrook.</p> <p><b><u>Post Meeting Note on Traffic Signs:</u></b> <i>WD had heard from Surrey County Council that they are going to be providing one new 'NO ENTRY' sign on the southbound carriageway of the A24 and replacing the two missing no-entry markings on the northbound carriageway. Our thanks are due to CC Hazel Watson.</i></p>
8	<p><b>(8/9/2025) Mole Valley Community Governance Review (CGR)</b></p> <p><b>8.1 MPC Response required by 17<sup>th</sup> October</b></p> <p>Mole Valley District Council is conducting a consultation and the options are:</p> <ol style="list-style-type: none"><li>1. to stay as a parish council.</li><li>2. to merge with Westhumble RA into a larger parish council or</li><li>3. to merge with Westhumble and Dorking into a large town council.</li></ol>

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Cllr Abhiram Magesh detailed:

- In Surrey there are pockets that are unparished hence the view to merge with existing Parish Councils.
- It has been seen in places like Cornwall and Somerset, when they become unitary authorities, parish councils have had to pick up some essential services specific to their area, which incurs costs and as reflects on their precept.
- This gives unparished areas the opportunity to have local representation as part of a parish council.

Discussions were held by those present and in summary the issues in Mickleham were deemed to be different from those that of Westhumble.

All Parish Councillors agreed for Mickleham to remain as a Parish Council as now.

**ACTION / WD to respond to Mole Valley accordingly.**

Acting Chair GC invited CC Hazel Watson (HW) to raise anything.

CC Hazel Watson asked if MPC will be involved with the Neighbourhood Area Committee:

- The Government are setting for Neighbourhood Area Committees (NAC).
- The CC are working with the District Council to set up pilots across the county for NAC's and it has been agreed in Mole Valley that there will be one to cover three county divisions in southern Mole Valley.
- It will cover Dorking Hills, Dorking and Dorking Rural.
- The first meeting of that group is in early October with a representative from the three County Councillors including CC HW and representatives from the District Council, from the community and from the Parish Councils.
- There was a meeting yesterday organised by SALC for Parish Councils.
- The aim is to ensure that the voices of the residents in that area are heard.
- The NAC will be led by the Unitary Councillors for that area and would work with the Parish Councils and community groups to cover issues such as police, health etc., so that there isn't a huge gap between the unitary, covering the whole of the East Surrey.
- The NAC would mean that the Parish Councils, Residents Associations and community groups would have be able to feed in their concerns to get things done.
- The first pilot NAC for Dorking is in October, following a workshop held in July.
- Both CC and District Council are trying to get this up and running now, so when the new Unitary is in place, this model will hopefully be successfully in place.
- The setup is to cover more strategic items and it may be that the villages say there is a huge problem with something and this will be fed in and it may be specific to Dorking villages, but not specific to the rest of East Surrey.

The Clerk confirmed an invite had been received from SALC this morning, from Sally Harman.

**Post Meeting Note on NAC:**

*WD had registered for the online meeting on 9 September but was on holiday.*

*WD has agreed to be part of the NAC that covers this area.*

DI asked what was happening with the Joint Action Group regarding the traffic issues.

- CC Hazel Watson said that the PSPO consultation is starting on Monday and there is also the petition taking place but this is separate from the NAC.

Cllr Abhiram Magesh asked if the MPC has a Neighbourhood Plan.

- AM said we didn't as it was very costly and previous plans for housing in this area have been rejected.

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9	<p><b>(9/9/25) Urgent Items Received by The Chair</b></p> <p><b>9.1 Memorial Bench.</b> The MPC agreed to have a memorial item for David Ottridge. WD had confirmed details with Mari Ottridge and she was happy with the idea of a bench in the Recreation ground. All Parish Councillors present agreed. <b>ACTION / Clerk to obtain quotes.</b></p>
10	<p><b>(10/9/25) Next Meetings:</b></p> <p>Wednesday 12 November 2025 (inc. Children's Recreation Ground Trust Meeting) Wednesday 21 January 2026 Wednesday 11 March 2026</p>

**GC thanked everyone for attending.  
The meeting closed at 8.51pm**

Signed as a true record of the meeting, and approved at the Full Parish Council Meeting on the 12 November 2025:

**Signed:** .....

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