



Ripley Parish Council Office, Victory House, High Street, GU23 6AF

20th June 2023

To: All Ripley Parish Councillors

You are hereby summoned to attend the meeting of **RIPLEY PARISH COUNCIL** to be held at **Victory House** on **Thursday 29th June 2023 at 1900hrs** for the purpose of transacting the following business. Members of the public and press have a right and are cordially invited to be present at the meeting. There will be an opportunity to address the Council under item 5 of the Agenda.

A handwritten signature in black ink, appearing to read "Jim Morris".

Jim Morris, PSLCC
Clerk to the Council

AGENDA

1. ELECTION OF CHAIRPERSON

To ELECT the Chairperson of the Parish Council for the year 2023-24

2. ACCEPTANCE OF THE OFFICE OF CHAIRPERSON

To RECEIVE the Chairperson's declaration of acceptance of office

3. APOLOGIES FOR ABSENCE

To RECEIVE any apologies for absence from Ripley Parish Council members

4. DISCLOSURE OF INTERESTS

To RECEIVE any disclosure by members of non-pecuniary interests in agenda items

To RECEIVE any written requests for new disclosable pecuniary interests dispensations. Without a dispensation, members may neither participate in discussion on a matter nor vote.

5. PUBLIC QUESTIONS

To RECEIVE and CONSIDER questions from members of the public

6. MINUTES

To RECEIVE and SIGN as a correct record the Minutes of the Ripley Parish Council Annual Meeting held on Wednesday 17th May 2023 (Appendix A)

7. MATTERS ARISING

To RECEIVE and CONSIDER a list of the parish council's current actions and matters arising (Appendix B)

8. CHAIRPERSON'S REPORT

To RECEIVE and CONSIDER a report from the parish council Chairperson.

9. REPRESENTATIVES' REPORTS

To RECEIVE and CONSIDER a report from Cllr Pat Oven, representative for the Send & Lovelace Ward of Guildford Borough Council.

To RECEIVE and CONSIDER a report from Cllr Colin Cross, representative for the Horsleys Division of Surrey County Council.

To RECEIVE and CONSIDER reports from Cheryl Engel and Jamie Hogg, Ripley Parish Council's representatives on matters regarding the Climate & Biodiversity Emergency.

10. FINANCE

i) **To RECEIVE and APPROVE** the schedule of accounts received and paid for the period 01.05.23 – 31.05.23 totalling £16,227.91 (Appendix C)

ii) **To RECEIVE and APPROVE** any invoices presented for payment by the Parish Clerk

iii) **To RECEIVE and APPROVE** the 2022-23 Internal Year-End Audit Report (circulated with Agenda)

iv) **To RECEIVE and CONSIDER** information regarding GBC invoicing (in Background Paper)

v) **To CONSIDER** the creation of a Four-Year Strategy

11. LEISURE & FACILITIES

To RECEIVE and CONSIDER Leisure & Facilities matters:

i) Correspondence: *Fwd: A bench fit for a King 🏰 – Our new King Charles III Coronation Bench* (Appendix D)

ii) Correspondence: *Allotment - polytunnel* (Appendix E)

iii) Report on Allotment plots

iv) Bus shelter signpost

v) Correspondence: *Main river restoration project proposal* (Appendix F)

vi) Quote for EV bay and refreshed parking bay markings (see Background Paper)

vii) Quote for new roundabout (see Background Paper)

viii) Correspondence: *Kev's Run* (Appendix G)

12. COMMUNICATION & LIAISON

To RECEIVE and CONSIDER Communication & Liaison matters:

i) Communication & Liaison Working Group and Terms of Reference (See Background Paper)

ii) Parish Council communications

iii) Friends of Ripley Primary School

iv) Minutes P&E Committee meetings held 15.03.2023 & 04.04.2023 (Appendix H)

v) Correspondence: *Alpaca Farm concerns* (Appendix I)

vi) Report on recent meetings of the Ripley Business Association

vii) Report on recent meetings of Ripley & Send Matters

viii) Ripley Christmas Event 2023

13. ITEMS FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

To RECEIVE from members any items for inclusion on the Agenda of a future meeting

14. DATE OF THE NEXT PARISH COUNCIL MEETING

To NOTE the date of the next parish council meeting: **Wednesday 19th July 2023**

15. EXCLUSION OF PUBLIC & PRESS

To EXCLUDE members of public & press from the remainder of the meeting in accordance with Ripley Parish Council Standing Order 10, a, xi.

16. CONFIDENTIAL ITEM

To RECEIVE and CONSIDER reports and recommendations from the parish council's Human Resources Working Group.



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MINUTES of RIPLEY PARISH COUNCIL MEETING held on WEDNESDAY 17th MAY 2023 at 1900HRS at VICTORY HOUSE, HIGH STREET, RIPLEY.

Present: Cllr Ian Baker
 Cllr Caroline Bimson
 Cllr Rowland Cornell (Chairperson)
 Cllr Sarah Gill
 Cllr Paddy McLaughlin
 Cllr Peter Shoesmith
 Jim Morris, Clerk to the Council
 Four members of the public

Ahead of the start of the meeting, Cllr Cornell welcomed the council's new members Cllrs Baker, Bimson, and McLaughlin.

001/23 ELECTION OF CHAIRPERSON

After some discussion, the Election of Chairperson was deferred until the June meeting.

002/23 ACCEPTANCE OF THE OFFICE OF CHAIRPERSON

Deferred to June meeting.

003/23 ELECTION OF VICE-CHAIRPERSON

Cllr Rowland Cornell was nominated by Cllr Gill, seconded by Cllr Shoesmith, and was elected Vice-Chairman of the parish council for the forthcoming year.

004/23 ACCEPTANCE OF THE OFFICE OF VICE-CHAIRMAN

Cllr Rowland Cornell would return to the office following the meeting to sign the Vice-Chairman's Declaration of Acceptance of Office, to be witnessed by the parish clerk.

005/23 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr Richard Ayears and Send & Lovelace Ward representative Cllr Pat Oven.

006/23 DISCLOSURES OF INTERESTS

No disclosures of interest were received.

007/23 PUBLIC QUESTIONS

A member of the public introduced themselves as a former parish councillor and Chairperson and thanked the new members of the council for filling the vacant seats. They had fielded questions from members of the public due to the election being uncontested. It was felt that the council could and should do a better job of promoting itself and celebrating its achievements to the wider community. The diminishing support from the

borough and county councils was acknowledged, and it was suggested that a hard copy newsletter could be used as an interface with residents.

RESPONSE: Members thanked the former Chairperson for their suggestion and probed an item regarding community communication for consideration on a future Agenda. It was noted that a contested election would have been preferable, but not enough people had entered nomination papers. A parishioner welcomed the new members and supported the comments made by the former Chairperson.
RESPONSE: Members thanked the parishioner for their support.

008/23 MINUTES

The Minutes of the meetings held on Wednesday 19th April 2023 were received, confirmed, and signed as a true and correct record by the Chairperson.

009/23 MATTERS ARISING (copy attached to record Minutes)

Members received and considered a list of matters arising from the Minutes of previous meetings. Signage regarding litter and dog waste had been ordered; GBC had been asked to return to invoicing for services; remaining trees had been planted by the conservation volunteers; works at the playground had been ordered; SCC had been asked to repaint yellow lines; letters had been delivered; liaison with Nature Reserve volunteers had been undertaken; and planters at Church Row had been fixed. The office lease had been prepared for signing. Unresolved matters would remain on the ongoing list.

It was RESOLVED: That the report be noted. The office lease was signed by the Chairperson.

010/23 THE GENERAL POWER OF COMPETENCE

Under Part 1 of the Localism Act 2011, provision is made for local authorities to have a general power of competence (GPC). This means that eligible parish councils in England can have the power to do anything that generally individuals can do. The power can be exercised in any way whatever, including:

- a. Anywhere in the UK or elsewhere
- b. For a commercial purpose or otherwise for a charge or without a charge, and
- c. For, or otherwise than for, the benefit of the authority, its area, or persons resident or present in the area

A parish council is eligible if it comes within the compass of the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. The Order lays down the eligibility criteria:

1. The council has resolved at a meeting of the council and each subsequent relevant annual meeting that it meets the conditions below.

2. (1) At the time a resolution under paragraph 1 is passed: (a) the number of members of the council that have been declared to be elected, whether at ordinary elections or at a by-election, is equal to or greater than two-thirds of the total number of members of the council; (b) the Clerk to the parish council holds: (i) the Certificate in Local Council Administration; (ii) one of the other relevant qualifications.

It was RESOLVED: That Ripley Parish Council met the conditions set out in Localism Act 2011 and was eligible to use the General Power of Competence.

011/23 FINANCE

Members received and considered matters ongoing under the auspices of parish council finance:

i) Schedule of accounts received and paid for the period 01.04.23 – 30.04.23 totalling £45,111.20 (attached to record Minutes).

It was RESOLVED: That the schedule of accounts received and paid for the period 01.04.23 to 30.04.23, totalling £45,111.20 be approved.

ii) Members had received and considered invoices circulated by the Clerk via email ahead of the meeting. A query over the installation of the bus shelter was raised, but it was adjudged that Littlethorpe had carried out the work it had been requested to do.

It was RESOLVED: That the invoices be approved.

012/23 ANNUAL RETURN – GOVERNANCE STATEMENT 2022-23

Members received and considered Section 1 of the Annual Return for the year ended 31.03.2023 which had been prepared for the external auditors PFK Littlejohn LLP as required by the Accounts and Audit (Amendment) Regulations 2006.

It was RESOLVED: That Section 1 of the Annual Return be approved and signed by the Chairperson and Clerk.

013/23 ANNUAL RETURN – ACCOUNTING STATEMENT 2022-23

Members received and considered Section 2 of the Annual Return for the year ended 31.03.2023 which had been prepared for the external auditors PFK Littlejohn LLP as required by the Accounts and Audit (Amendment) Regulations 2006.

It was RESOLVED: That Section 2 of the Annual Return be approved and signed by the Responsible Financial Officer and Chairperson.

014/22 DELEGATION ARRANGEMENTS & APPOINTMENT OF COMMITTEES, WORKING GROUPS, & REPRESENTATIVES TO OUTSIDE BODIES

i) Councillors considered Committee membership, and resolved:

Planning & Environment Committee – Cllr Ayears, Cllr Baker, Cllr Bimson, Cllr Cornell, Cllr Gill, Cllr McLaughlin, Cllr Shoesmith. The Committee would elect a Chairperson at its forthcoming meeting.

Planning & Environment Infrastructure Sub-Committee – All members of the Planning & Environment Committee.

ii) Members considered Working Group membership, and resolved:

Christmas Event Working Group – Cllr Baker, Cllr Cornell, Cllr Gill, Cllr McLaughlin.

Finance & General Purposes Working Group – Cllr Baker, Cllr Bimson, Cllr Gill.

Climate Action Working Group – Cheryl Engel and Jamie Hogg.

iii) Members considered representation to outside bodies, and resolved:

Anne Haynes Charity: Cllr Cornell

Eastern Parishes Climate Action Group: Cheryl Engel and Jamie Hogg

Eight Parishes Group: Cllr McLaughlin

Friends of Ripley Primary School: Cllr Ayears

Police: Parish Clerk

Press: Parish Clerk

Ripley Business Association: Cllr Cornell, Cllr Gill

Ripley Farmers' Market CIC: Cllr Gill

Ripley Village Hall CIO: Cllr Gill

Ripley & Send Matters: Cllr Cornell

Surrey Association of Local Councils: Cllr Bimson

iv) Members considered delegation arrangements, and resolved responsibility:

Cllr Ayears – Unauthorised encampments; SCC joint-funded projects.

Cllr Baker – Christmas lights.

Cllr Bimson – Nature Reserve & Orchard.

Cllr Cornell – Burial Ground; playground.

Cllr Gill – Parish council office.

Cllr McLaughlin – Bus shelters.

Cllr Shoesmith – Allotments; Lock-up garage and equipment; public loos.

015/23 APPOINTMENT OF NEW COMMITTEES & WORKING GROUPS

Members considered the appointment of a new Human Resources Working Group. The Working Group would report to full council.

It was RESOLVED: That Cllrs Baker, Cornell, and Gill would form the council's Human Resources Working Group.

016/23 COMMITTEES' TERMS OF REFERENCE

Members received and considered Terms of Reference for the council's Committees and Working Groups. Terms of Reference for the Human Resources Working Group would be prepared and circulated.

It was RESOLVED: That the Terms of Reference be approved.

017/23 REVIEW OF ARRANGEMENTS WITH LOCAL AUTHORITIES

Members received and considered the parish council's arrangements with local authorities. The emptying of bins on The Green, lease of White Hart Car Park, and Christmas lights installation were carried out by Guildford Borough Council. The public loos were yet to be transferred to the parish council.

It was RESOLVED: That the arrangements with local authorities be continued.

018/23 REVIEW OF COUNCIL POLICIES: STANDING ORDERS & FINANCIAL REGULATIONS

Members received and considered suggested alterations to the council's Standing Orders. Minor alterations to Standing Orders Section 5, j, regarding the order of business at the council's Annual Meeting, were enacted. No alterations were suggested to the council's Financial Regulations.

It was RESOLVED: That the alterations to Standing Orders be adopted.

019/23 REVIEW OF INVENTORY OF LAND AND ASSETS, BUILDINGS, AND OFFICE EQUIPMENT

Members received and considered the council's Fixed Asset Register.

It was RESOLVED: That the Fixed Asset Register be approved.

020/23 REVIEW OF THE COUNCIL'S AND/OR STAFF SUBSCRIPTIONS TO OTHER BODIES

Members received and considered the council's annual subscriptions:

Information Commissioner's Office	£35 per annum
Parish Online	£45 per annum
Rialtas Business Solutions	£105.49 per annum
Society of Local Council Clerks	£289 per annum
Surrey Association of Local Councils (SALC)	£633.13 2023-24
Surrey County Playing Fields Association	£10 per annum

It was RESOLVED: That the ongoing subscriptions be approved.

021/23 REVIEW OF THE COUNCIL'S PROCEDURES & POLICIES

Members received and considered the council's Complaints Procedure; Policy for Handling Requests Made Under the Freedom of Information Act 2000; the Data Protection Act 1998; and Press & Media Policy.

It was RESOLVED: That the Complaints Procedure; Policy for Handling Requests Made Under the Freedom of Information Act 2000; Data Protection Policy; and Press & Media Policy be approved.

022/23 DATE AND LOCATION OF MEETINGS 2023-24

Members received and considered the proposed list of dates and locations for meetings in parish council year 2023-24. October Committee and council meetings were moved to take place on Tuesday 17th October, and Finance & General Purposes Working Group meetings would take place at 6pm.

It was RESOLVED: That the date and location of meetings 2023-24 be amended and approved.

023/23 REVIEW OF COUNCIL POLICIES

Members received and considered the council's Allocation of Allotments Policy; Allotment Agreement; Anti-Bribery Policy; Benches Policy; Burial Ground Regulations; Climate Action Plan; Climate Emergency Declaration; Code of Conduct for Councillors and Co-opted members; Grant Awarding Policy & Application Form; Health & Safety Policy; Management Policy – Woodland & Meadow; Oak Processionary Moth (OPM) Caterpillar Policy; Planning Policy; Risk Management Scheme; Training & Development Policy; and Use of The Green Policy. The parish council's Planning Policy would be considered at a future meeting of the Planning & Environment Committee.

It was RESOLVED: That the Policies be updated and approved.

024/23 ITEMS FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Parish Council newsletter, Friends of Ripley Primary School, bus shelter sign, vehicles blocking footways, and creation of a four-year strategy were suggested.

025/23 DATE OF THE NEXT PARISH COUNCIL MEETING

The parish council's next meeting was scheduled to take place on Thursday 29th June 2023, at Victory House at 1900hrs.

The meeting closed at 2055hrs.

Date:

Chairperson



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CONFIDENTIAL MINUTES of RIPLEY PARISH COUNCIL MEETING held on WEDNESDAY 17th MAY 2023 at 2055, at VICTORY HOUSE, HIGH STREET, RIPLEY.

Present: Cllr Ian Baker
Cllr Caroline Bimson
Cllr Rowland Cornell (Chairperson)
Cllr Sarah Gill
Cllr Paddy McLaughlin
Cllr Peter Shoesmith
Jim Morris, Clerk to the Council

028/23 EXCLUSION OF PUBLIC AND PRESS

In accordance with Ripley Parish Council Standing Order 10, a, xi, members of the public and press were excluded from the remainder of the meeting.

029/23 CONFIDENTIAL ITEM

Members received and considered CVs entered by applicants for the Assistant Clerk vacancy. All candidates would be invited for interview. The Human Resources Working Group would take responsibility for the interview process and formulate a recommendation for the next full council meeting.

It was RESOLVED: That the matter be progressed.

The meeting closed at 2125hrs.

Date:

Chairperson



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MATTERS ARISING from the MINUTES of RIPLEY PARISH COUNCIL MEETING held on WEDNESDAY 17th MAY 2023 at 1900hrs.

136/22 REPRESENTATIVES' REPORTS

ACTION ARISING: Council to calculate its carbon footprint.

137/22 FINANCE

ACTION ARISING: Garlick's Arch Band D allocations to remain on Matters Arising.

146/22 MATTERS ARISING

ACTION ARISING: Cllr Cornell to review structures at Nature Reserve.

148/22 REPRESENTATIVES' REPORTS

ACTION ARISING: Council to write to SCC in support of financing works at Ripley Cricket Club.

149/22 FINANCE

ACTION ARISING: Clerk to enter potential S106-funded projects to the Community Ideas Database.

Unity Current

Payments made between 01/05/2023 and 31/05/2023

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
10/05/2023	Ripley Cricket Club	KCIII	100.00			4012	101	100.00	KCIII Donations
16/05/2023	Apple Distribution Ltd	CD2309	2.49			4032	103	2.49	iCloud 250GB
16/05/2023	Richardsons	CD2310	2.90		0.48	4026	102	2.42	Retirement cards
16/05/2023	Sainsbury's Supermarkets Ltd	CD2311	25.50		0.25	4026	102	25.25	Retirement gifts
16/05/2023	Richardsons	CD2312	40.00		6.67	4026	102	33.33	Retirement flowers
16/05/2023	Co-Op	CD2313	18.00			4026	102	18.00	Retirement drinks
16/05/2023	Rowett Insurance Group	CD2314	195.56			4061	106	195.56	Tractor insurance
16/05/2023	Lloyds Bank Commercial Card	CD2315	3.00			4040	104	3.00	Card fee
17/05/2023	Guy Marshall	2023009	497.00			4051	105	399.00	The Green
						4056	105	56.00	Playground 4hrs
						4070	107	42.00	Allotments 3hrs
17/05/2023	Little Waitrose & Shell BC	2023009A	15.00		2.50	4062	106	12.50	Fuel
17/05/2023	Emma Morris	2023010	150.00			4054	105	150.00	Loos maintenance
17/05/2023	Cllr Gill	2023011	40.75			4050	105	40.75	KCIII Plaques
17/05/2023	RBS Software Solutions	2023012	126.59		21.10	4032	103	105.49	Accounting software
17/05/2023	Littlethorpe	2023013	11,026.80		1,837.80	4064	106	9,189.00	Bus Shelter
17/05/2023	Cluskey's CCP Ltd	2023014	123.44		20.58	4054	105	102.86	Loos consumables
17/05/2023	Mulberry and Co	2023015	184.68		30.78	4016	101	153.90	Year-end internal audit
17/05/2023	Mulberry and Co	2023016	612.00		102.00	4022	102	510.00	Cllr training
17/05/2023	Mulberry and Co	2023017	54.00		9.00	4022	102	45.00	Cllr training
17/05/2023	Ripley Village Hall	2023019	322.72			4031	103	322.72	Services
17/05/2023	British Gas	2023019A	221.58		36.93	4031	103	184.65	Services - electricity
17/05/2023	British Gas	2023019A	-10.00		-1.67	4031	103	-8.33	Miscalc electricity
17/05/2023	Chatter Telecommunications Ltd	2023019B	23.25		3.88	4033	103	19.37	Broadband
17/05/2023	Mulberry and Co	2023020	96.00		16.00	4022	102	80.00	Cllr training
17/05/2023	Chatter Telecommunications Ltd	DDCHAT	16.74		2.79	4033	103	13.95	Phone
17/05/2023	ECOTRICITY	DDECO	10.27		0.49	4060	106	9.78	Electricity supply
30/05/2023	Standard Life Assurance LTD	STDLF				4002	100		Employer pension
						4003	100		Employee pension
-31/05/2023	Jim Morris	2023018				4000	100		May salary
Total Payments:			16,227.91	0.00	2,089.58			14,138.33	

From:
Subject: Fwd: A bench fit for a King 🏰 - Our new King Charles III Coronation Bench
Date: 4 May 2023 at 19:13
To: clerk@ripleyparishcouncil.gov.uk

Appendix D



Hi

Just seen this and thought could be a nice thing for the parish, after all it's not often we get a coronation of a king or queen, I bought an oak entrance sign and tea lights off them a while back the quality on the engraving is great

Will leave it with you and thanks for all you do

Jake

----- Forwarded message -----

From: Make Me Something Special <sales@makemesomethingspecial.com>
Date: Sat, Mar 18, 2023 at 9:38 PM
Subject: A bench fit for a King 🏰 - Our new King Charles III Coronation Bench
To: Jake

MAKE ME SOMETHING SPECIAL

SHOP NOW

A bench fit for a King?



06.05.23 14:42

Allotment - polytunnel

Dear Jim,

Please can I have permission from the Parish Council for the polytunnel on my allotment?

It is 3m x 4m.

I grow plants from seeds inside it, before planting outside, and will also use the area inside the tunnel to grow plants that are too tender to grow in the open.

I hope this will be acceptable.

Kind regards

Alison

12.06.23 18:52

Main river restoration proposal

Hi Jim,

I could not remember when I was due to send you the river restoration proposal to be considered at the next meeting.

Please find attached.

Let me know if you would like me to come and present during the meeting.

Kind regards

Brianne

Main river restoration project proposal

By Brianne Vally, Flood and Coastal Risk Advisor

June 2023

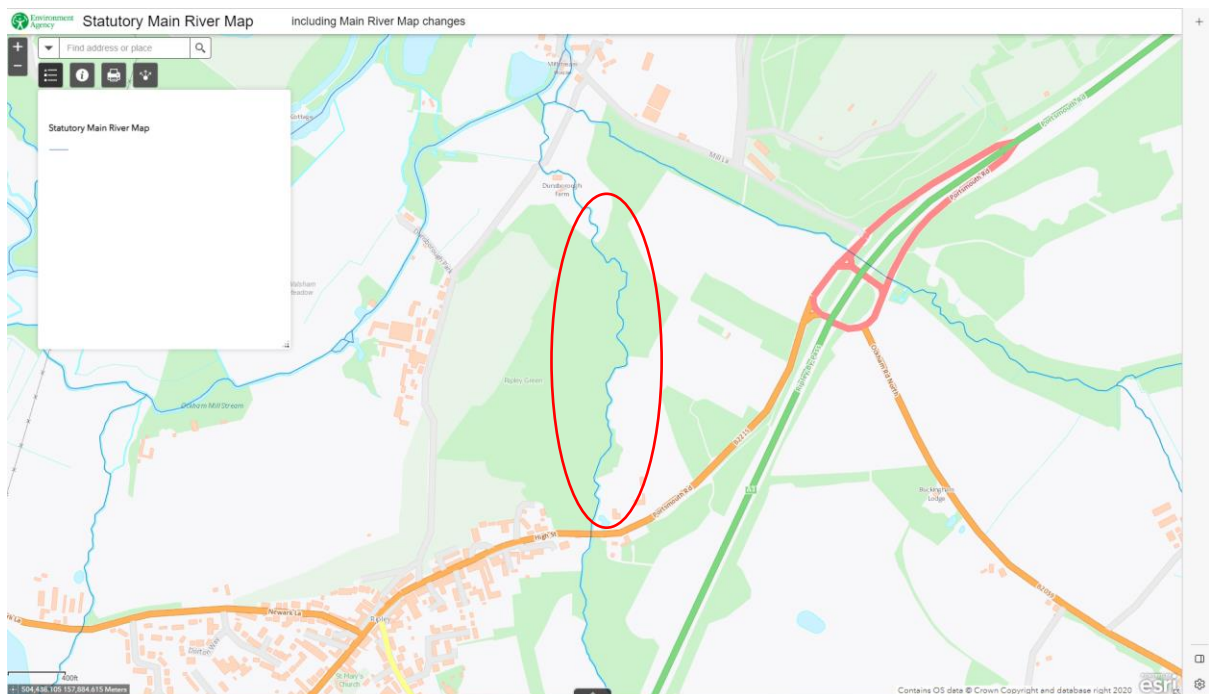
Recommendations

The Parish Council is asked to:

- 1) Agree to support a main river restoration project on the Green including comms and engagement activities
- 2) Agree to pay expenses related to the project including a flood risk activity permit
- 3) Investigate and resolve where applicable wider drainage system issues as shown on the last couple of pictures in appendix A

Background

Over the years, I have noticed the river suffers bank erosion from both natural and human causes which leads to extensive loss of habitats (see map, area within the red circle). A series of pictures have been included in appendix A. I request the support of Ripley Parish Council to support the restoration of part of the main river adjoining the Green to potentially deliver multiple benefits including improvements to water quality, biodiversity, water supply security and reductions in flood risk and pollution. The restoration will use natural materials and mostly those already present in the river. By removing some of the blockages we will also contribute to discharging the riparian owners' responsibilities by letting the water flow naturally. Picture 3 shows the River Loddon after it has been restored. Various revetments were installed which will give the river's wildlife more places to hide. This was largest one, and will help to speed up the flow and keep the river-bed clear of silt.



Picture 1 map of the river subject to the river restoration proposal



Picture 2 one of the areas of deterioration along the stretch of River bordering the green



Picture 3 restored River Loddon at Bassets Mead

Methodology

When planning the improvements, I will ensure that I engage with the people and organisation at a catchment level. I will also consider involving Balfour Beatty via Katie Ashton as they remain around Ripley for a while due to the improvement works on A3-M25.

The works are likely to be classed as a flood risk activity and an application will need to be made. I will create the necessary documentation for the application. The application fee for “Non-commercial activities undertaken for the purpose of environmental improvement” is £170. You can view a [permit example online](#).

We will check exact timings for the works with our local fishery board, but in general, it is recommended to avoid end October to start May. I will recommend we use measures to prevent downstream pollution e.g. filter materials to trap silt, such as silt curtains. We will minimise the time the works will take and schedule works during drier periods and avoid working when heavy rain is due.

The river restoration would be a unique opportunity for the volunteers currently helping on the green and at the nature reserve to get involved with.

Find out more

[What is \(ecological\) river restoration? \(ecrr.org\)](#)

[Flood risk activities: environmental permits - GOV.UK \(www.gov.uk\)](#)

[Magic Map Application \(defra.gov.uk\)](#)

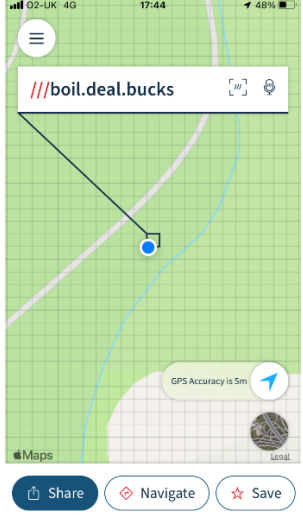
[Statutory Main River Map \(arcgis.com\)](#)

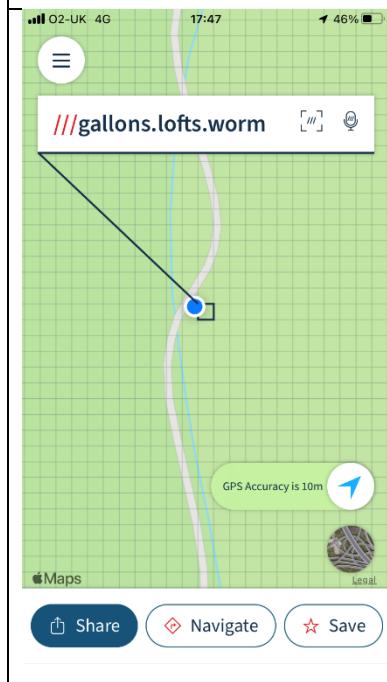
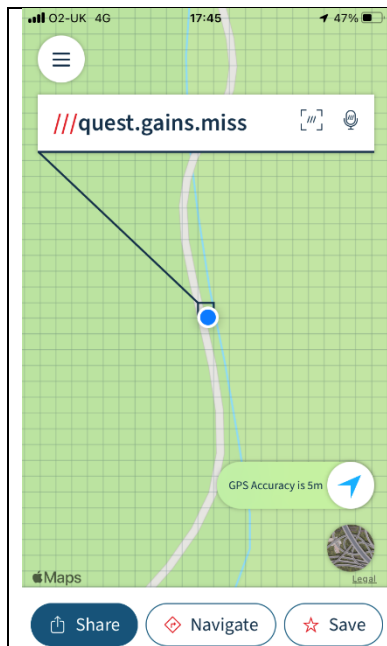
[Meanders - River landforms - CCEA - GCSE Geography Revision - CCEA - BBC Bitesize](#)

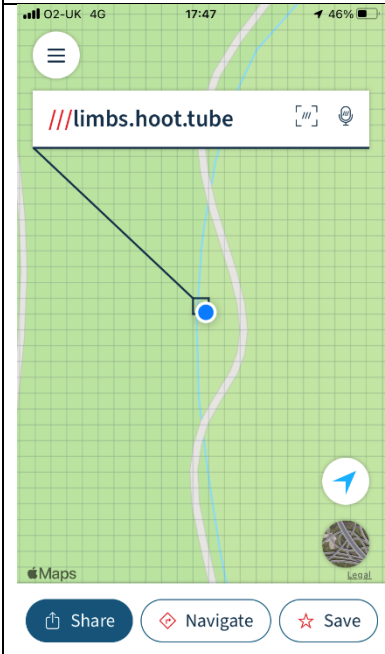
Disclaimer

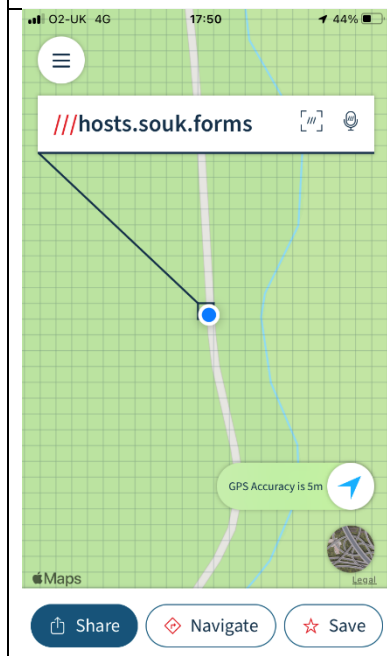
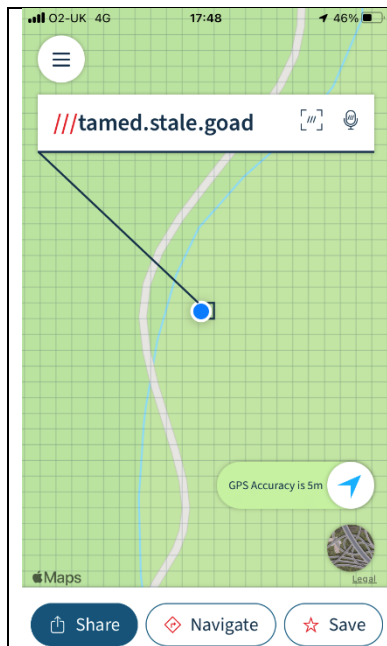
I work for the Environment Agency since 2017. This proposal is submitted in my capacity of a Ripley resident.

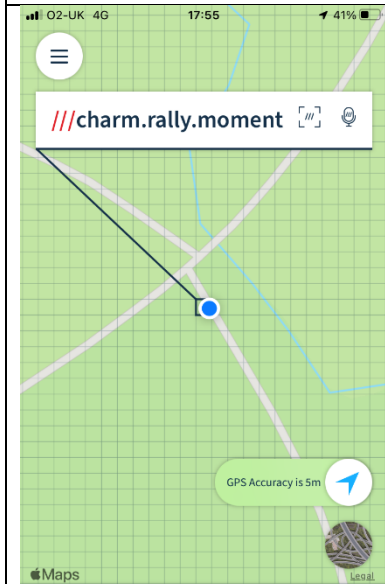
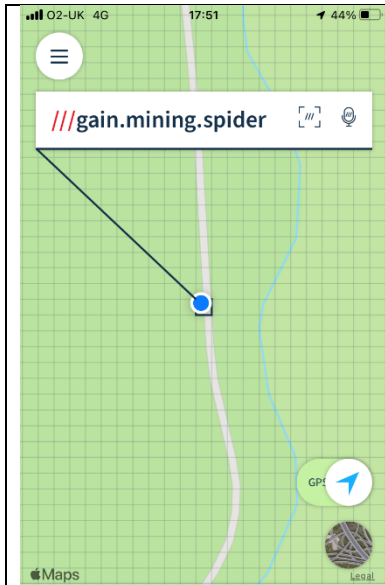
Appendix A

What3words	Pictures
 The screenshot shows the What3words app interface. At the top, the status bar indicates '02-UK 4G', '17:44', and '48%' battery. The app's header is 'What3words'. Below it, a search bar contains the address '///boil.deal.bucks'. A map shows a blue location marker on a green field. The bottom of the screen features three buttons: 'Share', 'Navigate', and 'Save'. The text 'GPS Accuracy is 5m' is visible near the map.	 Two photographs of a wooded stream. The top photo shows a small, dark stream flowing through a dense forest with green foliage. The bottom photo shows a similar scene, but from a different angle, showing the stream flowing over a rocky bed.











19.06.23 09:05

Kev's Run

Hi Jim here is the promised pitch for the fun run in September. Hopefully I will be able to come to the council meeting next Thursday evening. Thanks

Andy

**STATEMENT OF
INTENT
FOR THE INAUGURAL 2023
“RIPLEY RUN”
On RIPLEY VILLAGE GREEN**

**by Andy Roche
Ripley village resident**

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1 INTRODUCTION

1.1 Background

In 2021, My wife and I visited my sister in Glossop, Derbyshire. We took our three children aged 3, 5 and 6 at the time. We ran in the local Glossop jog. A family orientated fun “run”. It took place on a piece of common land in the local town, and quite simply was a course of around 800m waymarked out as a loop, where the participants ran around the course as many times as they wanted to in one hour, each time passing the start finish point where they were marshals documenting how many laps they had completed. There was no prizegiving and it was not a competitive event. It was simply a fun experience that people of all ages participated in. My three year old, we estimated, ran nearly 3 miles! Parents were running with children, grandparents were running with grandchildren and friends of all ages ran with each other. It was a fantastic, friendly and fun experience. All the while raising money for charity.

1.2 Role of Ripley village and green

My family has lived in the village for over 8 ½ years. We have great neighbours and experience a great community. Sadly my neighbour and friend has recently been diagnosed with motor neuron disease (MND). Quite simply, I would like to replicate the event we thoroughly enjoyed in Glossop, here in Ripley. Our village green is a great open space, host to many events and a place enjoyed by many ramblers, runners, cyclists and walkers etc. I would like to dedicate the event to my neighbour and raise money for the MND charity. To enable this event, I will organise and identify marshals and volunteers to arrange all of the logistics and staging of the event on the day.

1.3 The fun run, the organisers and marshals

The personnel involved shall as reasonably as able ensure the safety of those involved in the event. They shall avoid the risk of damage to property or frightening or alarming the public and minimise any adverse effect of the event on the local community and preserve good order whilst adhering to relevant safety legislation.

2 SCHEDULE OF TIMES

09.30am	Access to The Green and event organisers can mark out the course and erect temporary tents/stalls for registration, water station, charity tent and marshal facilities.
12.00 pm	Participants invited to attend the event to collect running numbers and GPS trackers.
13.00 pm	Event start time when participants can begin to cross the start/finish line.
14.00pm	The jog will finish one hour after starting. The participants will be invited to slowly and carefully leave the site and enjoy the village amenities, farmers market or arrange onward travel.

3 EVENT CONSIDERATIONS

3.1 Road Closure / Safety

No road closures are sought.

3.2 Stalls/Facilities

Stalls will be erected on the morning of the event from 9.30am to 11.30 noon.

Hot food stalls will not be provided. Water will be available in bottles and distributed by marshals. Toilet facilities will not be provided.

3.3 Course construction

The course will be laid out with cordon/tape/signposts/visual reminders of the running area and marshals will be on standby to direct participants. Marshals will assist in making sure all safety precautions are observed.

3.4 Local attractions

Sales of hot food and drinks will take place on the green area during the local farmers market. There will also be the standard facilities available on the village High Street.

4 COMMUNICATION

The whole event is controlled by organisers and marshals from the “RIPLEY RUN” working group and any volunteers, who shall be identified by high visibility yellow waistcoats and jackets conforming to current British Standards as required. All Marshals are under the direct control of the Senior Marshal (Andy Roche).

4.1 Marshalls

All Marshals shall be briefed by the Senior Marshal prior to the event of the following: -

- General Responsibilities
- Emergency Procedures
- Evacuation Procedures
- Contingency Plans
- Communications / location of the Control Point
- Location of First Aid Facilities

4.2 Briefing

Final briefing will take place on the morning of the event however, regular meetings for planning and logistics will be taking place remotely over Microsoft Teams on a weekly basis before the event. The Local Police Liaison Officer is invited to attend.

4.3 Telecommunications

Marshals shall have means of communication by mobile phone and a Whatsapp group will be set up in preparation.

4.4 Signage into village

Large easily visible signs at all four entrances to the village will be placed at appropriate locations stating that an event is taking place and asking drivers to slow down and take extra care when driving through the village. Signs will be in place from 9.30am and removed at 16.00pm.

5 SAFETY

5.1 Safety officer

The Safety Officer is Andy Roche, mobile number 07769678855

The Safety Officer for the event shall be identified to all parties concerned prior to the event. Those parties include:

1. Surrey Police
2. Surrey Fire & Rescue
3. Stallholders
4. Surrey Ambulance (if in attendance)

The Safety Officer will carry a mobile telephone (the number to be notified to all the above parties).

Whilst no public address system will be routinely available, loud hailer will be available to communicate as needed to the participants and as needed to control localised incidents.

5.2 Control point

A Control Point will be located at a prominent location on The Green.

In the event of an incident then the Safety Officer would use the Control Point as a Forward Command Point.

5.3 Marshals/Stewards

The Safety Officer shall wear an identifiable fluorescent jacket and in addition all Stewards wear fluorescent jackets.

During the event regular contact is to be maintained by the Marshals. This is achievable due to the proximity and by cellular phone.

5.4 Police

Surrey Police will not be in attendance but may be contacted to: -

1. Maintain King's Peace
2. Prevent Crime and Arrest Offenders
3. Intervene if immediate threat to life at the event and co-ordination of an emergency response in the event of a major incident.

5.5 Ambulance/First aid cover

First Aid cover will be provided by first aiders who will be in attendance throughout the event. All marshals will have their mobile phone numbers.

Defibrillators are available on the outside of the Cricket Club and at Ripley Village Hall.

Surrey Ambulance Service shall be informed prior to the event by the Safety Officer of the date, times and any special arrangements including traffic arrangements as needed.

In the event that a Triage Area is required, an area on The Green would be designated. Any such areas would be made clear and kept clear with the assistance of event Marshals and the Police.

5.6 Fire Brigade

Surrey Fire and Rescue Service will not be in attendance.

The location of the nearest hydrant (High Street) is known to the Safety Officer and local Fire Offices, no open water supply exists.

Surrey Fire Brigade shall be informed prior to the event by the Safety Officer of the date, times and any other special arrangements including traffic arrangements as needed.

5.7 Emergency routes / Access

The access and egress for emergency vehicles to the event shall be on the High Street - B2215

Should the need arise for an Air Ambulance then the facility can be made for landing on the Cricket Pitch on the village green which is generally free of pedestrians.

5.8 Evacuation (If Necessary)

Should the need arise for the site to be evacuated then, dependent on the location of the incident, pedestrians shall be evacuated via one or more of the following locations.

- A.** Along High St south bound
- B.** Along High St north bound
- C.** Along Newark Lane
- D.** Along Dunsborough Park

Evacuation will be undertaken by the Police with assistance of Marshals

5.9 Consideration of a potential terrorist attack

In light of the current threat level (severe rising to critical) and historic atrocities carried out in crowded places by terrorists within the UK and overseas, we have undertaken a review of safety arrangements to consider any control measures that could potentially mitigate injury or harm to the general public in the event of any such attempted attack.

1. Unattended baggage containing an IED left in an area to cause harm
2. Bomb threat
3. Vehicle on public roads driven at pedestrians to cause harm

1. Regarding unattended baggage Marshals are advised to remain vigilant at all times. In the event of a suspect package being identified then the Safety Officer will be informed immediately, who will endeavour to identify the owner in the immediate vicinity. If ownership cannot be identified then the Safety Officer will carry out the following procedure:

- a. Evacuate the immediate area
- b. Put in place a cordon:
 - 100m – briefcase size
 - 200m – suitcase size
 - 400m – vehicle born device
- c. Notify the Police (if not already in attendance)

At this stage it's generally accepted that the Police would take control of the incident.

2. Due to the external nature of the event it would be highly unlikely to receive a communication regarding a bomb threat, although in the event of such a threat the Police would be immediately notified.

3. Regarding the use of a vehicle to cause harm this would be more difficult to prevent and as such any control measures would be undertaken in close consultation with the Police and in response to any Police intelligence received.

5.10 Rendezvous Point

In the event of a major incident then the village green behind the High St shall be used. All Emergency Services will be notified of this facility prior to the event, in accordance with Police Operational Order.

Should the need arise for a Marshalling Point then the village green shall be used, this would be in accordance with the Police operational order.

5.11 Lost and Found Children

Any lost children shall be taken to the Control Point.

Any person looking for lost children shall be directed to the Control Point.

All Marshals shall be notified at their appropriate briefing.

5.12 Lost and Found Property

Any property found during the event shall be taken to the Control Point and if not redeemed, handed to the Police as soon as possible.

Any property which is reported lost to a Marshal shall also be reported to the appropriate services.

5.13 Public Safety

Stewards are provided at each part of the organised event, i.e.

- At entry points on the Green
- Around the course on the Green
- At the Control Point

Stewards shall patrol to the end of the organised event, the timing of which is to be confirmed.

Further Stewards remain in attendance until the stalls have been dismantled and the site secured, the timing of which is to be confirmed.

6 INSURANCE / APPROVALS / OTHER MATTERS

Ripley Parish Council takes responsibility for the organisation of the Ripley Christmas Fair and the liaison between all parties.

6.1 Ripley Run organisers

We acknowledge the duty of care and shall take reasonable care to ensure that where practical visitors will be reasonably safe in using the High St for the purpose of spectating/participating.

6.2 Risk assessment

Before the day, the organisers will ensure safety procedures are communicated to all marshals and participants via a website. This includes a risk assessment for the organisers in erecting the stalls and tents etc. Any tent pegs will be used safely to ensure no risk of deep ground penetration to damage hidden cables.

On the day, the organisers will ensure a risk assessment has been carried out to take into account ground and weather conditions and make necessary arrangements to continue or cancel the event as soon as practically possible, and to minimise participant disruption.

6.3 Drinking water

Bottled water will be provided and distributed at a drinking station.

6.4 Participant identification

On the day, joggers will have a personalised identification number to wear.

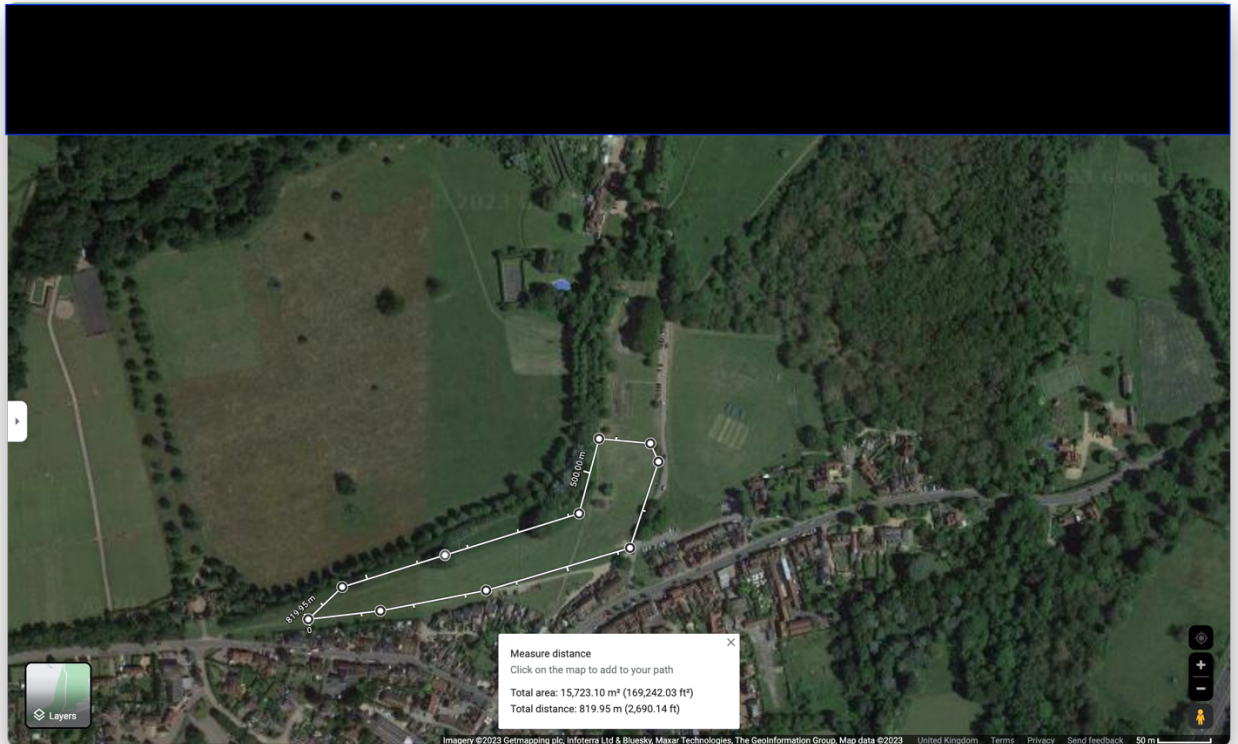
6.5 Course layout

The course will be clearly waymarked in a very simple format as a loop that will be very easy to follow with signage and barrier tape as needed. Any natural barriers or obstacles will be clearly marked to minimise risk of injury. This is not envisaged as the organiser has already identified a suitable track(s). THE LOCATION AND THE LENGTH CAN BE SEEN ON THE GOOGLE MAP PICTURE BELOW. EITHER JUST NORTH OF THE CRICKET GROUND ON A NATURAL WALKING AND RUNNING TRAIL AREA, OR ON THE MAIN RIPLEY GREEN IN AND AROUND THE PLAYARE BOTH COURSES DISTANCE SUITABLE FOR ALL AGES. IF THE EVENT WAS INCORPORATED ON THE SAME DAY AS THE FARMERS MARKET THAN THE AREA NORTH OF THE CRICKET, GROUND IS PREFERABLE, OF COURSE.

COURSE OPTION 1



COURSE OPTION 2



6.6 **Rubbish collection**

The organisers will be responsible for collecting the rubbish from the course, but participants will be actively encouraged to bring it home with them.

6.7 **Public liability insurance / Permissions**

It is understood the council holds sufficient Public Liability Insurance to the value of £10,000,000.00 to comply with all current requirements. A Copy of a certificate can be requested. However if this is not the case then the organiser will ensure all appropriate public liability insurances will be provided for the day.

The organiser will also apply to Guildford Borough Council for a Temporary Event Notice as required.

6.8 **Toilets**

No added toilet facilities will be provided and local public toilets can be used as available.

6.9 **Disabled persons**

Parking for disabled visitors is available in parking bays along the High Street and on Rose Lane. Access to all areas of the participant course is available if wheelchair access is required.



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MINUTES of RIPLEY PARISH COUNCIL PLANNING & ENVIRONMENT COMMITTEE MEETING held on WEDNESDAY 15th MARCH 2023 at 1800HRS at VICTORY HOUSE

Present: Cllr Richard Ayears
Cllr Rowland Cornell
Cllr Sarah Gill
Cllr Suzie Powell-Cullingford
Cllr Peter Shoesmith (Chairman)
Cllr Vernon Wood
Jim Morris, Clerk of the Council
One member of the public

P&E 086/22 APOLOGIES FOR ABSENCE

No apologies for absence.

P&E 087/22 DISCLOSURES OF INTEREST

No disclosures of interest declared.

P&E 088/22 PUBLIC QUESTIONS

A parishioner noted the current Guildford Borough Council Draft Green Belt Supplementary Planning Document (SPD) Consultation and expressed an interest in the Planning & Environment Committee's response. The local resident had assessed the SPD as apparently flawed.

RESPONSE: Members noted that the SPD was due to be considered at Agenda item 8ii.

P&E 089/22 MINUTES

The Minutes of the meeting held on Wednesday 15th February 2023 were received, confirmed, and signed as a true and correct record by the Chairman.

P&E 090/22 PLANNING APPLICATIONS

The Planning & Environment Committee considered the following planning applications, formulated the following observations and **RESOLVED: That the agreed comments of the Planning Group be forwarded to Guildford Borough Council (GBC) and reported to the Ripley Parish Council meeting scheduled to be held on Thursday 29th June 2023.**

21/P/02099

Location: Valentines Farm, Rose Lane, Ripley, GU23 6NE.

Proposal: Change of use from agricultural land to dog exercise area to include fencing, temporary animal shelter, temporary storage shed, car parking and landscaping (Retrospective). (Amended application form, description and plans received 18.01.2023).

Contact: Michaela Stevens michaela.stevens@guildford.gov.uk

Ripley Parish Council objects to Planning Application ref 21/P/02099. Additional documents added by the Applicant do not demonstrate Very Special Circumstances for development in the Green Belt, and the parish council's original representation on the scheme still carries significant weight when determining the Application:

The application is not consistent with Lovelace Neighbourhood Plan Policy LNPBE2, which supports proposals relating to agricultural use where it is demonstrated that:

a) They are consistent with agricultural or horticultural activity.

b) They do not cause significant nuisance to neighbours by way of noise, smell, light pollution, increased carbon emissions or other nuisance.

The applicant cannot claim that these objectives can be met under this proposal, and the application must therefore be refused at the earliest opportunity.

23/P/00159

Location: Honeysuckle Cottage, 1 West End Cottages, High Street, Ripley, GU23 6AD.

Proposal: Part single/two storey side extension along with small side dormer. Allocated to MLA 20 02 23.

Contact: Morgan Laird morgan.laird@guildford.gov.uk

Ripley Parish Council supports Planning Application ref 23/P/00159.

23/P/00200

Location: 14 Dorton Way, Ripley, GU23 6BT.

Proposal: Proposed front porch extension.

Contact: Holly Craig holly.craig@guildford.gov.uk

Ripley Parish Council supports Planning Application ref 23/P/00200.

23/P/00066

Location: Land at Garlick's Arch, Send Marsh/Burnt Common, Portsmouth Road, Send.

Proposal: Application for advertisement consent relating to a residential development site pursuant to Planning Permission 19/P/02223 comprising: 2 x free standing non-illuminated boards 2 x flags on flag poles.

Contact: Julia Kapciak julia.kapciak@guildford.gov.uk

Ripley Parish Council supports Planning Application ref 23/P/00066.

22/P/02055

Location: H M Detention Centre, Ripley Road, Send, GU23 7LJ.

Proposal: Full Planning Application for four new open house blocks together with ancillary works including demolition and relocation of structures, new service road, extension to the car park and relocation of the boundary fence.

Contact: Katie Williams katie.williams@guildford.gov.uk

Ripley Parish Council had made representations on Planning Application ref 22/P/02055 at the meeting of the Planning & Environment Committee held Wednesday 18th January 2023.

NOTIFICATION OF NEW PREMISES LICENCE APPLICATION

Address: Ground Floor 128 & Teulon House, High Street, Ripley, GU23 6AY.

Type of application: New

Brief description of application: The premises will operate as a high end farm shop with a small ancillary restaurant.

Contact: regulatoryservices@guildford.gov.uk

Ripley Parish Council supports Country City Catering Ltd's Application for a New Premises Licence. Commercial use of the site is welcomed as it is located within the Ripley District Centre identified in GBC LPSS Policy E8.

2021/0188/GU22/CON/00043/

Location: Land at Papercourt Farm, Papercourt Lane, Ripley, GU23 6DT.

Proposal: Use of land for the importation, temporary storage and processing of green waste materials in association with a landscape maintenance and tree surgery business including the retention of existing stockpiles, storage bays, equipment, fencing, access gates, landscape bunding, hardcore surfacing, landscaping and parking area [retrospective].

Contact: mwcd@surreycc.gov.uk

Ripley Parish Council supports Planning Application ref 2021/0188/GU22/CON/00043/.

EN/18/00104

APP/Y3615/C/3238790

Location: Highlands Farm, Portsmouth Road, Ripley, GU23 6EY.

Alleged Breach: Without planning permission, the material change of use of the land from a nil use to the mixed use of the land for residential purposes, through the stationing of a park home and the use of the land and buildings for non-agricultural storage, including but not limited to the storage of motor vehicles.

Without planning permission; the construction of two steel portal-framed buildings labelled A and B on Plan 2 attached to the Notice; the construction of retaining walls cross-hatched in green on Plan 2 attached to this notice; the construction of breeze block planters shown cross-hatched in red on Plan 2 attached to this notice and the construction of tracks cross-hatched in black on Plan 2 of this notice.

Contact: planningappeals@guildford.gov.uk

Members of Ripley Parish Council's Planning & Environment Committee were unable to attend the Appeal scheduled for 18th April 2023. Cllr Ayears had attended Appeal Hearing 20/P/01057 White Horse Yard on 7th February 2023, and noted the disappointing rebuttal of the Appeal by Guildford Borough Council (GBC). The Committee urged GBC to robustly defend its Enforcement Notice at the site.

P&E 091/22 PLANNING ENFORCEMENT, APPEALS, & DECISIONS

Members received and considered current Planning Enforcement cases in the parish. Two cases had been closed. Case EN/20/00155 had been closed due to the length of time elapsed.

Members received and considered decisions and informatives on Planning Application refs: 21/P/00924; 22/P/01087; 22/P/01714; and 22/P/01955.

It was RESOLVED: That the reports be noted. The Committee would correspond with GBC Planning Dept over concerns that the lack of timely action on enforcement cases was causing them to be considered untenable after excessive lengths of time elapsed without resolution.

P&E 092/22 PLANNING & ENVIRONMENT INFRASTRUCTURE SUB-COMMITTEE

i) National Highways – M25 J10/A3 Wisley Interchange Development Consent Order update.

A meeting with National Highways and other relevant parties was due to be held on Wednesday 22nd March 2023. It was expected that Ripley mitigation measures were due to be agreed.

It was RESOLVED: That the report be noted.

ii) National Highways – A3/A247 Ripley South update.

No further information was available.

It was RESOLVED: That the report be noted.

P&E 093/22 PLANNING & ENVIRONMENT

Members received and considered matters ongoing under the remit of the P&E Committee:

i) Correspondence: *Electric charge point parking*.

The Committee would seek advice from Guildford Borough Council.

It was RESOLVED: That the correspondence be noted.

ii) Correspondence: *Draft Green Belt Supplementary Planning Document (SPD)*.

The Committee considered the SPD Consultation. Cllrs Ayears and Shoesmith would review and assess the information and respond ahead of the Consultation closing date.

It was RESOLVED: That the Consultation be noted and a response entered.

P&E 094/22 DATE OF THE NEXT P&E COMMITTEE MEETING

The next meeting of the parish council's Planning & Environment Committee was scheduled to take place on Wednesday 19th April 2023.

The meeting closed at 1855hrs.

Date: 4/4/23

Chairman



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**MINUTES of RIPLEY PARISH COUNCIL PLANNING & ENVIRONMENT
EXTRAORDINARY COMMITTEE MEETING held on TUESDAY 4th APRIL 2023 at
1800HRS at VICTORY HOUSE**

Present: Cllr Richard Ayears
Cllr Rowland Cornell
Cllr Peter Shoesmith (Chairman)
Jim Morris, Clerk of the Council

P&E 095/22 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr Gill and Cllr Wood.

P&E 096/22 DISCLOSURES OF INTEREST

No disclosures of interest declared.

P&E 097/22 MINUTES

The Minutes of the meeting held on Wednesday 15th March 2023 were received, confirmed, and signed as a true and correct record by the Chairman.

P&E 098/22 PLANNING APPLICATIONS

The Planning & Environment Committee considered the following planning applications, formulated the following observations and **RESOLVED: That the agreed comments of the Planning Group be forwarded to Guildford Borough Council (GBC) and reported to the Ripley Parish Council meeting scheduled to be held on Thursday 29th June 2023.**

NOTIFICATION OF NEW PREMISES LICENCE APPLICATION

Address: Kirat Rai House, Gambles Lane, Ripley, GU23 6HS.

Type of application: New

Brief description of application: This is an Annual Cultural Festival of KIRAT RAI Community living in the UK.

Contact: regulatoryservices@guildford.gov.uk

Ripley Parish Council the New Premises Licence Application for the Annual Kirat Rai cultural festival.

P&E 100/22 PLANNING & ENVIRONMENT INFRASTRUCTURE SUB-COMMITTEE

i) National Highways – M25 J10/A3 Wisley Interchange Improvement Scheme – DCO Requirement 19 – Scheme for the Management of Traffic Flows Through the Village of Ripley. A recent meeting had been held with National Highways and other relevant parties at which mitigation measures had been proposed. Members assessed the drawings and agreed with the measures being put forward by National Highways to meet its obligations under the Development Consent Order. The absence of a raised table at Homewood Farm was noted. It had previously been favoured alongside the proposed reduction in speed limit to 20mph. The Committee resolved that a raised table at Hedgecroft Cottages was preferable to carriageway narrowing measures. It was noted that mitigation measures on Newark Lane, Rose Lane, and in the wider parish would be carried out by Surrey County Council

rather than National Highways, and SCC would be urged to schedule the works to occur alongside the National Highways schemes.

It was RESOLVED: That National Highways' proposals be supported. Further clarification would be sought from both Surrey County Council and National Highways on the proposals at Hedgecroft Cottages and Homewood Farm.

P&E 101/22 DATE OF THE NEXT P&E COMMITTEE MEETING

The next meeting of the parish council's Planning & Environment Committee was scheduled to take place on Wednesday 19th April 2023.

The meeting closed at 1815hrs.

Date: 19th April 2023

 Chairman



Polesden Lane

Residents Association

South View Cottage
Polesden Lane
Ripley
GU23 6DX

20th June 2023

Dear Jim,

I am writing to you and the members of the RPC to make you aware of the concerns of the Polesden Lane Residents Association as to the new house build at Hawthorns Farm (Alpaca Farm) on Polesden Lane.

As you know, we objected to this planning application and were pleased that RPC also objected. The build has been taking place for the last 6 months and is well on its way to completion.

We do not believe that the reasons for the planning permission being granted – that of an “Agricultural dwelling” were legitimate and it was merely a ruse to get planning permission on green belt land.

The owners of this land received planning permission some 10 years ago to build a large barn to hold 50 cows. There have only ever been 6 cows on the land and then temporally throughout the year. The barn has been used to store equipment and machinery for the family building company.

The alpaca farm has only ever had up to 18 alpacas on site (usually less) at any one time and an independent business assessor appointed by GBC prior to the planning application being discussed was quite clear that the business was totally unsustainable and without merit. For reasons not evident to PLRA this independent and authoritative advice was ignored by GBC and planning authorised.

We are concerned that once the house has been built and the owners move in, the alpaca business will be quietly wound down.

We are concerned that the owners will seek to have the “Agricultural Dwelling” attached to the property removed over time.

We are concerned that there may be long term plans to build more properties on the land with the present build used as a precedent.

We would like our concerns noted in the RPC minutes whereby any future applications should note the concerns of the PLRA as of this date.

Regards

CJRSLee

Chairman
Polesden Lane Residents Association