



Email: info@ottershawforum.com Website: www.ottershawforum.com

ONF SC Meeting 26th March 2026 – Ottershaw VH 7.00pm

MINUTES

THOSE PRESENT: Bob Oliver (BO), Julie Last (JL), Nigel Eastment (NE), Duncan Greig (DG); Thomas Gundacker (TG); Brian Williams (BW)

Apologies: Gemma Pickett, (GP), Jane Tilley (JT), Carl Mann (CM)

MINUTES OF LAST MEETING- CHAIR/SEC - Approved, no matters outstanding

COUNCILLOR UPDATE (when in attendance) : **CM** had briefed **BO** on the Hare Hill car park meeting with residents. Their only line of attack is on safety, so residents are gathering information. Will also contact Natural England for background verification.

CM has also written to SCC re roundabout.

BO – has been submitting emails on the roundabout, replacing woodland with low shrubs, this was copied to Ben Spencer. One of the trees will cost them £100,000 to remove.

Planning conditions have still not been discharged. time is not in our favour.

BO has still not had a creditable answer about the constitutional process.

BW – we need to use more emails, to contact more residents.

JL, there will be an email going out about the draft plan.

BW also mentioned 2 yew trees that are now exposed by the woodland removal on the N side of the roundabout.

NEIGHBOURHOOD CIL –

NCIL Project Status:

Murray House Play Area – awaiting result of public consultation, RBC said they would keep us informed of responses and outcome **O/S**

- **Highways**

NEIGHBOURHOOD PLAN – BO

Draft Plan –

Design Code . –

Once SC approval received the NP will be published on our website, social media information posts etc

COMMUNICATIONS/PUBLICITY/SOCIAL MEDIA – JL/GP

Design leaflet for all NA information on the draft NP to be distributed via Royal Mail or volunteers (TBD).

Draft leaflet produced, **JT's** draft circulated, comments have been updated. **TG** has done the Google Question Pro. **JL** to task **GP** with creating a hyperlink to the form.

Compose wording for all other key businesses, and statutory bodies to be informed, keep register of whom notified, when and responses received. **O/S**

BO has sent **JL** a list of about 30 businesses to be contacted – by email if we have an email address.

PLANNING APPS – JL

RU.26/0190 Land between Druids Lodge and The Spinney, Stonehill Rd, Ottershaw

Erection of a single storey dwelling house, change of use to C3 residential

Original application June 2024 for permission for the existing stable block. The site now floods. Permission was granted – now putting in for a small bungalow. Land is in the GB, but now likely to be classified as Grey.

Not an issue for SC. **Note:** **JL** inspected PA more closely and noted no waste water/sewerage provisions, so subsequently submitted an ONF refuse letter.

WEB/IT – BO

FINANCE – BO n/a

AOB –

SANGs plans and funding any update on FOI request ?

A320 –Update see above

Hare Hill Car Park update see above

Great Grove Farm – EIA submission - Informal meeting with Berkeley 7th April -Castle 2pm, JL, BO, BW and JT with Berkeley.

A number of objections have already gone in from residents.

Raising funds for bench in memory of Martin?? to be placed in Broxborough SANG – Brian to contact Land Trust who own the site and Surrey Wildlife Trust who manage it.

BW asks how many people know him and is he an appropriate person for a bench?

After discussion it was felt a tree with a plaque was agreed as more appropriate. **BO** proposed planting in Murray House open space. Could fall within the remit of the upgrade. **BW** to talk to Vita who might pay for it.

DRAFT PLAN: **BO** has converted all the maps to policy maps in a standard form.

AGM. JL is doing a Chairman's Report.

To go out 1st April. JL to check the constitution .

NOTE: 14 days' notice is required.

5 Meetings

- a) An Inaugural General Meeting shall take place no later than one (1) month after the formation of the Forum, with the primary objective of electing the Committee.
- b) An Annual General Meeting ('AGM') shall take place no later than three (3) months after the end of the financial year. At least fourteen (14) days' notice shall be given before the AGM.
- c) The Committee shall consider calling a General Meeting ('GM') of the Forum on request from a Forum member to do so. At least fourteen (14) days' notice shall be given before a GM.
- d) The Committee shall call an Extraordinary General Meeting ('EGM') of the Forum within 28 days of a request from a Forum member (if supported by 25% of the Forum members) to do so. At least fourteen (14) days' notice shall be given before an EGM.

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Ottershaw Neighbourhood Forum Constitution 2022

- e) All Forum meetings can be conducted remotely.
- f) AGMs, GMs and EGMs shall be open to attendance by any Forum member.
- g) All members are entitled to vote at any AGM, GM and EGM. Members unable to attend may appoint the Chair or any other officer of the Committee to vote on their behalf by sending a notice to one of them (by email or in writing) authorising them to do so.
- h) Steering Committee Meetings ('SCM') shall take place at least quarterly.

BW has a list of the post codes for the NA. Needs additions for Broxborough, Woodlands and the Field nursery. For use with the leaflet drop.

Meeting dates booked for R Room VH:

Apr 9th

Apr 23rd

AGM 1st May