

Effingham Parish Council



To all Councillors

Publication date: 18th December 2019

I HEREBY GIVE YOU NOTICE

that an Ordinary Meeting of Effingham Parish Council will be held in the King George V Hall, Browns Lane, on Tues 7th Jan 2020 at 8pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting, as set out hereunder.

Members of the public are welcome to attend and observe. At the Chairman's discretion they may be invited to speak during any item. Additionally, at the beginning of the meeting under 'Matters raised by Effingham organisations and residents', members of the public may address the Parish Council for up to two minutes each on matters within the Parish Council's scope.

To do this, please give details to the Clerk as below, **before the meeting.**

Jon Short, Clerk and Responsible Financial Officer

A handwritten signature in black ink, appearing to read 'Jon Short', is written over a light blue horizontal line.

**Before main parish council meeting - 8.00pm to 8.30pm
Short presentation by E.T.Consultants regarding the possible development of the Sir Douglas Haig Inn (pub) site in Effingham.**

BUSINESS TO BE DONE

001/20	To RECEIVE Apologies For Absence:
002/20	To REVIEW The Register Of Interests & Other Interests Affecting this Agenda:
003/20	To CONFIRM The Minutes of the previous meeting of 29th October 2019.
004/20	To CONSIDER any matters arising from the Minutes not otherwise on the Agenda:

005/20	<p align="center">MATTERS raised by Effingham organisations and residents (UP TO 15 MINUTES)</p> <p>Effingham organisations and residents can ask the Chairman and Councillors for updates of particular items, or explain matters of concern within the Parish Council's scope. Councillors may deal with matters or questions straightaway, or follow up by letter or email after the meeting.</p>
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GOVERNANCE

006/20	<p>To RECEIVE and APPROVE the draft Terms of Reference (TOR's) for the Finance & General Purposed Working Group. (clerk notes)</p>
007/20	<p>To RECEIVE & APPROVE the External Auditor Report and Certificate 2018/19 SU0032 (clerk notes)</p>
008/20	<p>To RECEIVE & APPROVE the interim audit report Mulberry & Co. (clerk notes)</p>
009/20	<p>For INFORMATION: <u>Section 137 spending limit for 2020/21</u></p> <p>The appropriate sum for the purpose of section 137(4) (a) of the Local Government Act 1972 for parish and town councils for England is £8.32. This equates to a maximum spend of £17k (tbc).</p>
010/20	<p>To RECEIVE updated risk assessments.</p>
011/20	<p>To CONSIDER what councillor specific details should be available from the new parish council website, and also noticeboards etc.</p>
012/20	<p>To CONSIDER if the historical galleon parish council logo should be retained or updated. (clerk notes)</p>
013/20	<p>To CONSIDER if there should be an EPC meeting agenda archive, on the new parish council website.</p>

PLANNING APPLICATIONS

014/20	<p>To RECEIVE a report from the Planning Review Group and CONSIDER responses to Guildford Borough Council on new planning applications, as at Friday 3rd January 2020: (clerk notes/late Items)</p>
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19/P/01919	Plough Inn , Orestan Lane, Effingham, Leatherhead. KT24 5SW Erection of a single storey rear extension and internal alterations. New glazed porch with glazed gable roof, doors & panels following removal of existing porch.
19/P/02134	44 Strathcona Avenue , Bookham, Leatherhead. KT23 4HP Single storey side/rear extension, porch & car port, including replacement of roof above single storey front bay window, following demolition of existing garage and porch.
19/P/02167	Tollgate Farm , Guildford Road, Effingham, L/head. KT24 5QL Single storey side extension forming study and office with 2 bay garage attached with storage over.
015/20	To CONSIDER responses to Guildford Borough Council on any late received planning applications: (clerk notes/late items)
016/20	Previous planning applications: To RECEIVE notification of results set out in <u>Appendix 1</u>
017/20	Other Planning Matters: Planning Enforcement: 2 cases recently closed 2 new cases in November 13 live cases, the oldest being from 2012. Planning Appeals: APP/Y3615/D/19/3225122
18/P/01728	Willow Barn, Effingham Common, Effingham, L.head. KT24 5JD Single storey extension to side and front. Appeal against Guildford Borough Council's refusal to grant planning permission.

GENERAL PLANNING MATTERS

018/20	Neighbourhood / Local Plans To RECEIVE reports on the Neighbourhood Plan & GBC Local Plan:
019/20	Berkeley Homes /Howard Of Effingham To RECEIVE and CONSIDER any updates on the development:
020/20	Other Planning Matters To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to other planning matters:

WORKING GROUPS

021/20	Communications Working Group: (CH, BR, LH, AP) To RECEIVE and CONSIDER any reports from the Communications Working Group.
022/20	EVRT Trustee Appointment Working Group: (IS/PM/AP/LH/CH/BR) To RECEIVE updates from the Trustee Appointments Working Group, including any new applications.
023/20	Finance & General Purposes Working Group: (AP/KC/IS/JS) To RECEIVE and CONSIDER any reports and recommendations from the Finance & General Purposes Working Group:
024/20	Planning Review Working Group: (all councillors) To RECEIVE and CONSIDER any reports and recommendations from the Planning Review Working Group: (not covered at 417/19)
025/20	Transport Group: To RECEIVE and CONSIDER any reports and recommendations from the Transport & Highways Working Group.
026/20	Parish Council Website Working Group To receive updates:

HIGHWAYS, TRANSPORT & COUNTRYSIDE ACCESS

027/20	Highways, Transport & Countryside Access matters: To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to highways matters:
028/20	To RECEIVE reports & updates from SCC County Councillor Iles Update on the repairs to the railway bridge at Effingham Junction. (clerk notes)

FINANCIAL MATTERS

029/20	Invoices for payment To RECEIVE and APPROVE invoices for payment. (clerk notes/late items)
030/20	Bank reconciliation To RECEIVE & APPROVE the latest bank reconciliations.

031/20	To following parish council financial reports were received: 1) Nominal ledger report 2) Annual budget report
032/20	Other Financial matters To RECEIVE and CONSIDER any reports or correspondence relating to other finance matters:
033/20	To CONSIDER & APPROVE: The final draft 2020/2021 parish council budget.

COMMUNITY AND ENVIRONMENT

034/20	Community Fund: To RECEIVE grant requests, if any: To CONSIDER the email received from Effingham Volunteer Drivers regarding future EPC funding.
035/20	Concurrent Functions Grants To RECEIVE an update on progress, regarding the Shop Parade projects – including any contractor quotations. (Clerk notes)
036/20	Other Community Matters To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to other community or environmental matters
037/20	To CONSIDER the benefits of a Local Nature Reserve application for Effingham Common. (Clerk notes)

COUNCIL ADMINISTRATIVE MATTERS

038/20	To RECEIVE updates, if any:
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REPORTS

039/20	To RECEIVE reports on: <u>Police and community issues - October 2019</u> Appendix 2 <u>Allotments</u> <u>Burial Ground</u>
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	<p><u>KGV Hall and Fields</u></p> <p><u>Home Farm West - Calvert and Chester Roads</u></p> <p><u>Effingham Common</u></p> <p><u>Parish Room</u></p>
040/20	<p>Other Parish Matters To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to other parish matters</p>

CORRESPONDENCE

041/20	<p>Any Other Correspondence To RECEIVE and CONSIDER any other correspondence</p> <p>Letter received from 1st Effingham Brownies. (clerk notes)</p> <p>Letter received from Send Parish Council regarding parish councils speaking at planning committee meetings. (clerk notes)</p>
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NEXT AGENDA

042/20	To NOTE new items of business for the Agenda of the next meeting
	<p>Next meeting – Normal Meeting of the Parish Council: Tuesday 28th January 2020, 8pm KGV Hall, Browns Lane, Effingham.</p>
	<p>Next Planning Review Group meeting: Tuesday 21st of January 2020. (7.30pm Parish Room).</p>

APPENDIX 1

Planning Results

016/20

19/P/01792 Fairview, Mount Pleasant, Effingham, Leatherhead. KT24 5NS
New front parking area, single storey front/side extension, roof
extension to form rooms in roof, one side roof light and changes.....
Refused

19/T/00283 Effingham Golf Club, Guildford Road, Effingham. KT24 5PY
Yew trees x2 fell, Ash trees x32 fell.
Granted subject to conditions.

APPENDIX 2

039/20

Crime Figures

October 2019

4 Incidents

On or near:

Lutchens Close Criminal damage and arson (2 incidents)
Lutchens Close Violence and sexual offences
Strathcona Avenue Drugs
