

Effingham Parish Council



To all Councillors

Publication date: 24th July 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 30TH July 2019 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.

BUSINESS TO BE DONE

231/19	To RECEIVE Apologies For Absence:
232/19	To REVIEW The Register Of Interests & Other Interests Affecting This Agenda:
233/19	To CONFIRM The Minutes of the previous meeting of 18th June 2019.
234/19	To CONSIDER any matters arising from the Minutes not otherwise on the Agenda:
235/19	MATTERS raised by Effingham organisations and residents (UP TO 15 MINUTES) 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.

GOVERNANCE

236/19	To RECEIVE and CONSIDER items relating to governance:
236/19a	To RECEIVE & APPROVE the draft Pension Discretions Policy (15) & Guidance documents produced by the clerk.
236/19b	<p>To RECEIVE recommendations from the Policies Working Group. (IS, AP & BR). APPROVE amendments and updates for the following policies:</p> <p>Standing Orders Financial Regulations</p> <p>2. Acceptance of Gifts & Hospitality 3. Fraud & Corruption 6. Equality 7. Freedom of Information 14. Councillor Co-option</p> <p>All other policies were considered fit for purpose.</p>

PLANNING APPLICATIONS

237/19	<p>To RECEIVE a report from the Planning Review Group and CONSIDER responses to Guildford Borough Council on new planning applications, as at Tuesday 23rd July: (clerk notes/late Items)</p>
19/P/01119	<p>Land to the west of, Breton House, Heathway, East Horsley, Leatherhead, KT24 5ET Proposed erection of one two storey detached dwelling with associated parking, landscaping and amenity space.</p>
19/P/01140	<p>The Old Stables, Salmons Road, Effingham. KT24 5QH Single storey extension of dwelling.</p>
19/P/01236	<p>20 Lindens Close, Effingham, Leatherhead. KT24 5NZ Proposed single storey side/rear extension and internal alterations.</p>
19/P/01247	<p>Three Acre Barn, Guildford Road, Effingham. KT24 5QQ Erection of a replacement dwelling following demolition of existing buildings.</p>
19/P/01265	<p>5 Church Cottages, Church Street, Effingham. KT24 5LZ Modification to existing ground floor extension and new first floor extension above with small single storey side extension.</p>

19/T/00160	Owlscoot , The Street, Effingham. KT24 5LQ T1 (Ilex) – Fell (Effingham Conservation Area)
19/T/00173	The Flint House , 36 Middle Farm Place, Effingham. KT24 5LA Prunus – reduce crown, removing about 4 feet from the spread and height of the tree. (Effingham Conservation Area)
238/19	To CONSIDER reponses to Guildford Borough Council on any late received planning applications: (clerk notes/late items)
239/19	Previous planning applications: To RECEIVE notification of results set out in <u>Appendix 1</u>
240/19	Other Planning Matters: A local resident has asked for parish council support, for a local riding school project. A planning application is expected soon for the construction of a new covered riding area, classroom, viewing area & WC's – to support the relocation of Horsley and Bookham Riding for the Disabled (RDA) to Badgers Farm. (clerk notes)

GENERAL PLANNING MATTERS

241/19	Neighbourhood / Local Plans To RECEIVE reports on the Neighbourhood Plan & GBC Local Plan:
242/19	Berkeley Homes /Howard Of Effingham To RECEIVE and CONSIDER any updates on the development:
243/19	Other Planning Matters To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to other planning matters:

WORKING GROUPS

244/19	Communications Working Group: (CH, BR, LH, AP) To RECEIVE and CONSIDER any reports from the Communications Working Group
245/19	EVRT Trustee Appointment Working Group: (IS/PM/AP/LH/CH) To RECEIVE and CONSIDER any reports and recommendations from the Trustee Appointments Working Group:
246/19	Finance & General Purposes Working Group: (AP/KC/IS/JS) To RECEIVE and CONSIDER any reports and recommendations from the Finance & General Purposes Working Group:

247/19	Planning Review Working Group: (all councillors) To RECEIVE and CONSIDER any reports and recommendations from the Planning Review Working Group: (not covered at 237/19)
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HIGHWAYS, TRANSPORT & COUNTRYSIDE ACCESS

248/19	Highways, Transport & Countryside Access matters: To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to highways matters:
249/19	To ANNOUNCE the appointment of Cllr Thorne as lead councillor for transport matters within the parish. (clerk notes)
250/19	To CONSIDER possible traffic safety issues, that may result from a successful planning application. (19/P/00703 408/410 Lower Road) (clerk notes)
251/19	To RECEIVE reports from SCC County Councillor Iles Including: Update on the Effingham Junction road bridge (clerk notes)
252/19	To RECEIVE a letter from Cllr Mayell regarding the St.Lawrence school drop/pick up parking problems, for residents at Leewood Way. (clerk notes)

FINANCIAL MATTERS

253/19	Invoices for payment To RECEIVE and APPROVE invoices for payment in (clerk notes/late items)
254/19	Bank reconciliation To RECEIVE & APPROVE the latest bank reconciliations.
255/19	Other Financial matters To RECEIVE and CONSIDER any reports or correspondence relating to other finance matters: To CONSIDER a funding request from Ockham Parish Council (OPC), to contribute towards the funding of OPC's / WAG's Judicial Review (S113 application). (£5000 - £10,000) This is a challenge against the removal of greenbelt within Guildford Borough Council's Local Plan. (clerk notes) (WAG - Wisley Action Group)
256/19	To CONSIDER the clerk's recommendation that Allotment Fees should not increase for the next rental period. (2019/20). The current rates are: £40 for a full plot & £20 for a half plot.

257/19	<p>To RECEIVE & CONSIDER parish council financial reports:</p> <p>1) Nominal ledger report 2) Annual budget report</p> <p style="text-align: right;">(clerk notes)</p>
258/19	<p>To RECEIVE, CONSIDER & DECIDE upon the following motion:</p> <p>EPC, having considered the detailed, costed project plan for additional administration/management resource submitted by EVRT, approves the budgeted funding of £22k for delivery of the plan in 2019-2020 and for subsequent years subject to need and the satisfactory reporting of progress against the plan.</p>

COMMUNITY AND ENVIRONMENT

259/19	<p>Community Fund: To RECEIVE grant requests, if any:</p> <p>A grant funding request has been received from the rector of St.Lawrence Church, for the repair of the church clock tower and chiming control. (£2800)</p> <p style="text-align: right;">(clerk notes)</p>
260/19	<p>Concurrent Functions Grants To RECEIVE any updates.</p> <p>To consider first thoughts for the 2020/21 CFGA & the deadline for applications. (6th September 2019)</p> <p style="text-align: right;">(clerk notes)</p>
261/19	<p>Other Community Matters To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to other community or environmental matters</p> <p>To CONSIDER & DECIDE upon supporting:</p> <p>NALC urges parish and town councils to sign up to the Tree Charter and become Charter Branches. NALC has partnered with The Woodland Trust and the National Union of Students on this project. By signing up as a Charter Branch, EPC will receive a monthly newsletter, which includes practical ideas as well as highlighting the work local councils are doing with their green spaces. The Tree Charter has an annual celebration, Tree Charter Day, which will be held on 30 November 2019. This year's theme is tree planting. The Woodland Trust can give EPC free trees to plant.</p>

COUNCIL ADMINISTRATIVE MATTERS

262/19	To RECEIVE updates, if any:
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REPORTS

263/19	<p>To RECEIVE reports on:</p> <p><u>Police and community issues</u> - Appendix 2 May 2019</p> <p><u>Allotments</u></p> <p><u>Burial Ground</u></p> <p><u>KGV Hall and Fields</u></p> <p><u>Home Farm West - Calvert and Chester Roads</u></p> <p><u>Effingham Common</u> Update from Cllr Symes.</p> <p><u>Parish Room</u></p>
264/19	<p>Other Parish Matters</p> <p>To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to other parish matters</p>

CORRESPONDENCE

265/19	<p>Any Other Correspondence</p> <p>To RECEIVE and CONSIDER any other correspondence</p> <p>An email has been received from Sue Morris (Managing Trustee EVRT) announcing that Howard Manton has been appointed Chairman, and Tim Clarke Treasurer for the Effingham Village Recreation Trust (EVRT) charity. (clerk notes)</p>
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NEXT AGENDA

266/19	To NOTE new items of business for the Agenda of the next meeting
	<p>Next meeting – Normal Meeting of the Parish Council: Tuesday 27th August 2019, 8pm KGV Hall, Browns Lane, Effingham.</p>
	<p>Next Planning Review Group meeting: Tuesday August 20th 2019, 7.30pm Parish Room.</p>

APPENDIX 1**Planning Results****239/19**

- 19/P/00761** **Whistlers Farm**, Guildford Road, Effingham. KT24 5QD
A two storey side extension with a north facing Juliet balcony at first floor level.
Refused
- 19/P/00799** **Wildacres**, Orchard Close, East Horsley, L/head. KT24 5EZ
Certificate of Lawfulness for a proposed development to establish whether a single storey rear extension would be lawful.
Approved
- 19/P/00813** **Woodleigh**, Effingham Common Road, Effingham. KT24 5JG
Erection of a timber framed garage and new timber gate along with front boundary. (description amended 04.06.19)
Refused
- 19/P/00900** **Long Acre**, Effingham Common Road, Effingham. KT24 5JG
Two storey side extension, single storey front and rear extensions, and new front porch, following demolition of existing garage.
Approved
- 19/P/00927** **Pen y Bryn**, Dirtham Lane, Effingham. KT24 5SD
Removal of first floor of rear element and construction of new roof over retained ground floor rear element along with associated fenestration and external material alterations.
Approved

APPENDIX 2**263/19****Crime Figures****May 2019****9 Incidents**

On or near:

Barnes Wallis Close	Criminal damage and arson
Crocknorth Road	Theft from the person
Lindens Close	Public order
Lower Road	Anti-social behaviour (x2)
Norwood Close	Violence and sexual offences (x3)
Middle Farm Place	Criminal damage and arson