

**MINUTES OF THE MEETING OF EFFINGHAM PARISH COUNCIL
HELD AT 8pm ON TUESDAY 1 MARCH 2011
AT KING GEORGE V HALL, BROWN'S LANE, EFFINGHAM**

PRESENT

Cllr Pindar in the Chair
Cllrs Clark, Crouch, Driscoll, Hogger, Nicholls, Symes and Wetenhall
Cllr Barker and a representative of St David's Day
12 local government electors

26.11 APOLOGIES FOR ABSENCE

Cllr Lightfoot – unwell.

27.11 REGISTER OF INTERESTS AND DISCLOSURE OF INTERESTS

Cllr Pindar declared that he had become the temporary Chair of Bookham Seniors Computer Club.

28.11 MINUTES OF THE MEETING OF 26 JANUARY 2011

The Minutes were signed as a true record.

29.11 MATTERS ARISING FROM PREVIOUS MINUTES (not elsewhere on the Agenda)

No matters arising.

30.11 MATTERS RAISED BY RESIDENTS

*Residents of the following roads had been invited:
Calvert Road, Chester Road, Dirtham Lane, Guildford Rd west of the lights, Outdowns*
No issues were raised.

31.11 PLANNING MATTERS

Presentation by Mona Johannson, Rural Housing Enabler, Surrey Community Action

A note of this presentation followed by questions is attached at the end of the Minutes.

By agreement of the meeting, Item 33.11 Highways - reports was brought forward on the Agenda so that Cllr Barker could leave to attend another meeting

33.11 HIGHWAYS

Reports

Effingham Common Road

Cllr Barker undertook to find out why the newly repaired sections had been immediately dug up, to great public annoyance; also about the white lining; also the state of the footway. He will bring a Highways Officer to meet the Clerk.

Dirtham Lane speed limit signage

As predicted, the first fly-tipping had taken place in the woods two days after the installation of speed limit signs on the track. Cllr Barker undertook to visit the site.

Return to original Agenda sequence

31.11 New applications

11/P/00147 St Lawrence House, 5 Effingham Place

Proposed elevation of existing roof to the three car garage to accommodate a one-bedroom staff apartment with a small bay projection to the east elevation.

This was discussed in conjunction with the following:

11/P/00148 St Lawrence House, 5 Effingham Place

Alterations to existing garage to provide a fully hipped roof with no forward projection and three flat roofed dormers lifted by 1.2m from existing ridge height.

Cllr Nicholls pointed out that the volume of existing residential accommodation had been

carefully achieved by demolishing outbuildings, one for one. The maximum residential accommodation for the site had already been achieved. It was part of the s106 agreement for the planning consent. There is therefore no option but for EPC to object, to preserve the concept of the original plan for this site.

SM

11/P/00150 Charon, Lower Farm Road

Proposed extension and alterations to existing house to include two storey rear extension and new garage and cat-slide roof following demolition of existing annexed, conservatory, garage and car port.

It was agreed to object on the grounds that the positioning and bulk of the extension resulted in a mass that was uncharacteristically close to the boundary and the neighbouring property.

SM

Proposed 02/Vodafone base station installation (revised design) opposite Dagenham Motors, Guildford Rd, 'Effingham KT23 4HY'

Cllr Pindar declared an interest in that he lived near this site and would benefit from improved reception. It was pointed out that much of the area covered by the new signal was open green space. It was agreed to object on the grounds that the mast would create an eyesore on the suggested Green Belt location.

SM

11/T/00029 32 Middle Farm Place

Application to fell one sycamore to front of property (Effingham Conservation Area)
No comment.

St Lawrence's Church Hall, Church St

Ash- remove overhanging branch on eastern boundary with school playing fields and other overhanging branch over Church Hall grounds

Horse chestnut- reduce overhanging branches with Barnes Wallis Close by 30%

Oak- crown reduce by 30% at back overhanging branches with Barnes Wallis Close

3 Lawson conifers – crown reduce by 30%, trim sides

Sycamore – fell and replace with Beech or Walnut

2 Prunus – remove dead trees – notification only

(Effingham Conservation Area)

No comment.

Scheme and Orders made by the Secretary of State for Transport:

1. The Cobham Motorway Service Area Trunk Road Order 2011

2. The M25 Motorway (Cobham Motorway Service Area Temporary Special Road) Scheme 2011

3. The M25 Motorway (Cobham Motorway Service Area Temporary Special Road Appropriation) Order 2011

4. The Cobham Motorway Service Area Trunk Road (Connecting Roads) Order 2011

Despite EPC's request to the MP and to the Minister for a response before the Orders were laid, this did not happen.

Results / progress on previous planning applications

10/P/02253 6&7 Effingham Place

Approved

10/P/01124 Land rear of Kerri, Ranmore,

Appeal dismissed

The Brambles and Snowfields, Forest Lane

Other planning matters

None.

Reports and correspondence relating to other Planning matters:

Spindle Wood, Heath View

Cllr Symes declared an interest because he lived very close to this property and the affected neighbour. Cllr Hogger explained how 'correct' interpretation of planning constraints regarding overshadowing on the location of the proposed house, and the actual preference of the neighbour, had caused a complication. This would be resolved by the submission of a new planning application.

Joint Communities Group

A meeting was held on 31 January which Cllr Lightfoot attended. Don Henderson has stepped down as Chair, and the venue will relocate to Ripley.

32.11 VILLAGE GREEN SPACES AND AMENITIES

Current GSVA matters

Allotment rentals for the rental year starting September 2011

Cllr Pindar declared an interest as an allotment holder and Cllr Symes took the chair for this item.

There was discussion about the need for clear reasoning behind either setting or raising the cost. Cllr Hogger suggested delaying this item for a month in order to clarify the reasons, and to draft proposals which would cover the issue for the longer term. When put to a vote, 3 were against delaying and 2 were in favour, 1 abstaining, 1 not participating. When put to a further vote, it was agreed to raise the price in September to £30 for a whole plot, £20 for a half. This was voted on 5 in favour, 2 against. Carried.

Surrey Fire and Rescue Authority's draft public safety plan

Cllr Lightfoot absent; no comment suggested.

Possible use of s106 money from the Grove House development, for environmental improvements

Cllr Hogger had provided a report explaining the possibility of using this for repairing the broken flint wall at the south end of The Street. This was approved. GBC Officers will visit the site.

Detailed proposals for sprucing up various areas of the village

Cllr Hogger had circulated a report listing the worst blackspots, prioritising them and suggesting different approaches for each. This was agreed to be excellent, and Effingham Common Road agreed to be the major focus of attention.

Reports and correspondence relating to GSVA matters

Forestry Commission disposal

The government plan to dispose of this has been retracted but some useful information about what land in Effingham is affected and its current management regime has been acquired.

33.11 HIGHWAYS AND TRANSPORT

Current Highways and Transport matters

Proposed name for the access road to the Grove House site

It was agreed that 'The Grove' was preferred. The Clerk to let GBC know.

SM

Reports and correspondence relating to Highways matters

Railways Group

Cllr Hogger reported that SouthWest Trains have invited her and GBC to a meeting about upgrading Effingham Junction Station, in early April.

SCC's consultation on Transport Plan

Cllr Wetenhall had reviewed this and no comments were possible (impenetrable document)

Alleged bridleway, Beech Avenue

This has still has not come before the Local Committee, and cannot now do so until June.

Mitigating traffic chaos during road works / subsidence, Chapel Hill, Church St & Crossways

Residents are continuing to work on suggested temporary schemes for traffic management.

New trees, Guildford Road, opposite Grove House

The Highways Dept are unclear about whether Ringway have / haven't been asked, are /

are not able, will / won't grind out the stumps so the new trees can be planted before the planting season is over for this year.

34.11 REPORTS

Police and safety community issues (reported before the start of the present Agenda)

PCSO Culross reported 4 crimes: theft of gates (ongoing investigation), 2 persons caught with drugs (cautioned); 1 assault (drink related). There have been many reports of speeding on Effingham Common Road; it was good news that the line-marking will soon be corrected. The Casualty Reduction Officer and others will do speed checks and enforcement. Ripley Police Station has now closed and the officers are based at Millmead, but have a satellite station at East Horsley.

Residents mentioned:

- theft of scrap metal; advised that this was happening a lot; call Surrey Police
- the combination of traffic volume and poor parking making access to Effingham Place impossible despite the Howar School's use of monitors. EPC will take this up at the next meeting with the School
- the need for vehicle weight checks on Effingham Common Road. This will be reported to the Casualty Reduction officers
- rugby matches continuing to cause parking problems despite a recent meeting; PCOS Culross will speak to PC Karen Page.
-

Owing to shortness of time the following 'Reports', which had been circulated in advance with the Agenda, were noted but not discussed.

Allotments

The meeting to discuss large trees overhanging the allotments is still to be convened.

Schools

The Howard had suggested a date for the liaison meeting.

EVRT

It is fairly certain that there will be no Village Day this year, aiming for a revived Village Day involving all village organisations and churches next year. This to be run biennially (probably), with churches etc holding their own individual fetes in the intervening year.

Having heard nothing from EVRT, the EPC working group has done more work on the draft Service Level Agreement document. The text had been circulated for comment. It was agreed to be a basis for discussion and the group was authorised to send it to EVRT with an urgent request to meet.

SM

Home Farm Estate

No further news.

Friends of Effingham Common

No further news

Smith's Charity

No further news

Effingham Local History Group

Flourishing.

Local government / admin matters / website

The Chairman's Report will need to be delivered before the next EPC meeting (Annual Parish Meeting 5 April). There was discussion about helping to write this; Cllrs Clark, Hogger, Symes and Wetenhall volunteered sections.

**AP
AC
IS
JW**

The Clerk would like to be on leave Monday to Friday 30 May to 3 June (half term), and 12 to 26 August.

The Parish Room meeting area is over-stuffed with paper, but the storage problem is

being tackled when circumstances allow.

The Rector of St Lawrence led a Joint Churches prayer walk in the village, during which the group prayed for the Parish Councillors and the work they contribute to the village.

35.11 CORRESPONDENCE

The following correspondence which had been received since the last meeting was noted:

Effingham with Little Bookham	Parish magazine
East Horsley PC	Agenda and papers for meeting of 31 January
Horsley	<i>The Horsley Directory</i>
Guildford Borough Council	Planning Committee, 22 February Council, 10 February <i>Through the Looking Glass</i> – arts in the Guildford area
SCC Guildford Local Committee	Poster for meeting, 9 March, Normandy
Surrey County Council	Agenda and papers for Council meeting, 8 February
Surrey Community Action	Newsletter
CPRE	Info about Litter Abatement Order; Surrey Bulletin
Olympics 2012	Cycle event route
Surrey co. Playing Fields Asscn	The Playing Field, Winter 20-10/11
Fullers	Surrey Village of the Year award
Nat Soc of Allotment & Leisure Gardeners	News issue 1, 2011
Heritage Open Days	Info on how to be involved (Methodist Chapel will open again)
NALC	DIS no 751 &752

Jean Wallis

It was noted with regret that Jean Wallis, a former Parish Councillor, had recently died. The Parish Council recorded its gratitude for her service to the public, with the Clerk to send condolences to Mr Wallis.

SM

36.11 FINANCIAL MATTERS

Amendments to Effingham Parish Council Standing Orders and Financial Regulations
Cllr Crouch and the Clerk had circulated a list of amendments. These were approved. The Clerk will draw up the complete document and Cllr Pindar will review it.

**SM
AP**

Cheques for approval and signature

The following cheques were authorised and signed:

		Authority to pay
Phone Coop	39.64	Local Govt Act 1972 s111
Home Barn Properties	270.00	Local Govt Act 1972 s111
EVRT	5,750.00	Local Govt Act 1972 s133

Reports and correspondence relating to Finance matters

Nothing further.

37.11 PARISH BUSINESS FOR THE AGENDA OF THE NEXT MEETING

Date of the next meeting: Tuesday 29 March 2011.
Risk assessment needs to be reviewed.

Presentation by Mona Johannson, Rural Housing Enabler, Surrey Community Action

How to approach a village housing need survey

MJ explained that she would be able to help with all stages from the initial research about level of need through to completion of any resulting development.

Under GBC's Local Plan and Core Strategy, if need can be demonstrated, 'affordable' housing schemes can be built on 'exception' sites. These are sites outside the settlement area which normally would be refused under Green Belt constraints, but are 'excepted' from these constraints. There would be 100% affordable housing – no open market housing. The tenure could be a mix of types: mixed equity, social rent, affordable rent (= 80% of open market rent). The properties have to stay affordable in perpetuity. They cannot be lost to the open market – this is covered by a s.106 agreement which is contracted by the developer in order to achieve consent to build in an exception site. Occupants of housing built this way would ALL have to demonstrate a local connection, and this would be researched on the Housing Register. This local requirement would also continue in perpetuity, not just for the first occupants.

The first stage would be a survey to every household in the parish, followed by production of a report which would include an analysis of housing statistics in the area. This is useful even if nothing then follows.

During questions and discussion the following points were made:

- The results and the report from the survey become publicly available
- Grove House has affordable housing but is not an 'exception' site
- How can family-sized affordable units be provided? The survey shows what people say they want.
- Can the survey enquire about who needs sheltered or specially adapted accommodation? Yes
- Can the Parish Council be involved in setting the questions?
- The percentage return of the surveys might be low (30% is expected) but this should be enough to illustrate the whole range of need across different types of families
- The funding for this work by the charity (Surrey Community Action) comes from English Rural and Mount Green Housing Associations, Woking District Council and GBC
- GBC has some funding to help with the costs of a survey
- SCA is often approached by particular developers with a site in mind, but this has no bearing on the process except perhaps to initiate it. The community has to decide what it needs, and approve where this will be. It is recognised that some sites will be controversial, whilst others will have wide acceptance and approval.
- Affordable housing has to reach very high standards of construction and appearance – the same planning criteria as 'open market' developments apply.
- It is important to realise that it is not only housing that will make it possible for young people to stay in the village. The community needs to plan for jobs and business located here too. Lots of people come into the village to go to school, but go out of the village to go to work. Building on all the brownfield sites has its drawbacks. It will be clearer how to start the EPC Forward Plan when the Localism Bill issue is clarified. MJ thought the survey does include a question about employment.