

MINUTES OF ORDINARY MEETING OF EFFINGHAM PARISH COUNCIL

8.00pm, Tuesday 7 Jan 2014
King George V Hall, Browns Lane, Effingham

Present

Cllr Pindar – Chair

Cllrs Bell, Bowerman, Hogger, Lightfoot, Martland, Moss, Symes, Wetenhall
Clerk

34 local government electors

2 Surrey Police

1.14 APOLOGIES FOR ABSENCE

SCC Cllr Barker

2.14 REGISTER OF INTERESTS & OTHER INTERESTS AFFECTING THIS AGENDA

Cllr Bell declared an interest as a managing trustee of EVRT

Cllr Bowerman declared an interest as a managing trustee of EVRT

Cllr Hogger declared an interest as a managing trustee of EVRT

Cllr Hogger advised that as a Guildford Borough Councillor on the Planning Committee, she was able to give advice but no opinion on planning applications.

3.14 MINUTES OF THE PREVIOUS MEETING

The minutes of the ordinary meeting of 3 Dec 2013 were agreed and signed.

4.14 MATTERS ARISING FROM THE PREVIOUS MINUTES

Community Ideas Database – To be updated

CB/CR

National Air Traffic Services Consultation – Clerk to check consultation response deadline

CR

Q2 Reconciliation Check – AP to complete

AP

Change of Bank Account - To be addressed in January

AL/CR

Surrey Cycling Strategy Consultation – Letter to be written to SCC Cabinet Member for Communities on the cost of cycling events

CR

Telephone Fault – AP to write to BT on recent telephone fault incident

AP

5.14 MATTERS RAISED BY RESIDENTS

EPFA Licence – Chair of EPFA read a statement asking for Parish Council views on the licence negotiation issues between EPFA and EVRT. Cllr Pindar advised that a written response would be given to the questions raised. EPFA were reminded that the correct body to address questions and concerns on EVRT was through the Custodian Trustee and not at a Parish Council meeting, unless a request had been submitted in advance to the Clerk for an agenda item on this matter.

AP

Lorries on Church Street – A resident flagged a concern that large HGVs are using Church Street as a cut through. Report to be made to SCC Highways by Clerk and by resident.

CR

6.14

PLANNING MATTERS

New Planning Applications

13/P/02058 – Casa Mia, Orestan Lane, Effingham

Ground floor side and rear extension. Raising of roof to provide accommodation at first floor level.

To comment that this is likely to have an overbearing impact and represents a loss of amenity.

13/P/02059 – Wiltshire House, Effingham Hill, Effingham

Refurbishment and extension of existing dwelling house to include new roof, two storey extensions to front and rear and infill extension between house and garage with accommodation over, new tile hanging to first floor elevations (Revision to 12/P/00088 to change external material finishes from approved permission).

To comment that the revised external finishes proposed in UPVC are not in keeping with the building and this needs to be considered as this building can be viewed from the valley.

13/P/02147 – 29 Norwood Close, Effingham

Single storey rear extension and two storey side extension with integral garage following demolition of existing garage, conservatory and outbuildings.

No comments

13/T/00326 – Allotment Access Track, The Street, Effingham

Fell beech tree and yew sapling

No comment as this is a Parish Council application

13/T/00327 – Land off Heathway, Forest Road, Effingham Junction

T3 Ash, T7 Oak and T9 Oak – Fell. T2 Oak – crown lift lowest limbs over field to 5m. T5 Oak – crown lift lowest limbs over neighbour's drive to 4.5M. T8 Oak- crown lift to 4.5m and remove large bough over neighbour's property (TPO No.6 of 2008)

Extension for comment to be requested and Cllrs Lightfoot, Bowerman and Symes to visit the site. It was noted that this is a greenbelt site outside of the settlement area.

13/P/02202 – Amathus, Heathway, East Horsley

Single story rear extension together with front porch

No comments

13/P/02201 – Entrance to Effingham Place, Effingham

Installation of new vehicular access gate and separate adjoining pedestrian gate in Effingham Place.

This site is in the Conservation Area and this proposal is not in keeping with the Grade II listing. Effingham is an open community and does not wish to either encourage or set a precedent for gated communities.

Whilst recognizing the issues of car parking and turning by non-residents, it is felt there are other methods that would address these issues satisfactorily without the need for gating the road.

Objection

Previous Applications

13/P/01805 - Crosslands Forge, Beech Avenue **Approved**

13/P/01850 - 9 Manor Gardens **Approved**

13/P/01842 - Compton, Lower Farm Road	Approved
13/P/01752 - Sedeo, 3 Beech Close	Approved
13/P/02159 - Cheyme Cottage, Manor House Lane	Cert. of Lawfulness submitted
13/P/01604 - 70 Woodlands Road	Appeal submitted

Other Planning Matters

Howard of Effingham EIA Screening Opinion

An EIA screening request for the Howard of Effingham/Berkeley Homes venture was received before Xmas. This is to assess whether there is a need for a full Environmental Impact Assessment to be produced as part of any future planning proposal. The Parish Council to respond to GBC with relevant information, evidence and corrections to factual errors to demonstrate that this is a significant proposal requiring an EIA Development designation. Councillors to meet on 8 Jan to draft initial response. ERA and Hands Off the Greenbelt Group were thanked for their input to this process. The Parish Council's final response must reach GBC by 24 Jan, to meet the screening request extended deadline of 27 Jan. **All**

The Parish Council expressed disappointment that the EIA contained information on proposed number of dwelling and school places that had not been made available in advance to the community as discussed at the Oct Parish Council meeting. Clerk to invite Berkeley Homes and Howard of Effingham School to the next Parish Council meeting or to a public meeting to brief the community on proposals. A monthly report from Berkeley Homes and/or Howard of Effingham for the Parish Council meeting to be suggested. **CR**

The Parish Council to contact Surrey County Council to discuss demand for school places and future availability and allocations plans. **AP**

MVDC Greenbelt Review Consultation

Bookham Vanguard have confirmed that they have withdrawn from the greenbelt review process and handed responsibility back to the District Council who plan to start a consultation process for Bookham in January. Cllr Pindar to write on behalf of EPC both to MVDC to flag concerns and to ensure Effingham has an input to the consultation and to GBC to ensure they involve themselves in the MVDC consultation on behalf of Effingham. A petition from Hands Off the Greenbelt group was delivered to GBC on the Local Plan, demonstrating residents strength of feeling and the possible need for a public meeting. **AP**

Reports & Correspondence

Care Home Public Inquiry

Outcome of Public Inquiry due at 10 January

Wisley Airfield

Notification received that the airfield is to be used as a film set for 12mths.

Catholic Church Hall

Cllr Hogger advised that the Catholic Church will shortly be starting the build of their new hall.

7.14

FINANCIAL & ADMINISTRATIVE MATTERS

Current Financial & Admin Matters

Co-Option of New Councillor

Statement of interest by David Martland. A resolution to co-opt as councillor,

proposed by Cllr Symes and seconded by Cllr Pindar, was agreed. Cllr Martland signed required declaration and dispensation documentation. David Martland took his seat and was welcomed to the Council.

Budget Proposal

Draft budget 2014-15 V3 was presented by Clerk. A resolution to request a 1.9% increase to the Band D charge, proposed by Cllr Wetenhall and seconded by Cllr Symes, was agreed. This increase will result in a small reduction in income but is in line with that of the borough council. Clerk to finalise budget proposal and submit precept request to GBC. **CR**

Quarterly Risk Assessments

Risk Assessment forms distributed for return to Clerk by 20 Jan. New risk assessment on lone working introduced. **All**

To approve & sign cheques

C.Ritchie (Paid in Dec)	Clerk salary – Dec	£1167.35
C.Ritchie	Clerk reimbursement	£269.22
Post Office Ltd	HMRC	£279.62
J.Nicholls (Paid in Dec)	Burial Ground Maintenance	£260.00
Phone Co-op	Telephone bill	£27.44
Ash Parish Council	Salt bin filling	£130.94

Reports & Correspondence

Photocopier/Printer Lease

Councillors agreed to review replacement of current photocopier and printer due to age and running costs. Clerk to investigate replacement options **CR**

EU VAT Rules

Clerk advised that VAT rules for public sector such as community halls, are under review.

Surrey Pension fund Administration Draft Strategy

Cllr Bell To review draft strategy **CB**

8.14

HIGHWAYS & TRANSPORT

Current Highways Matters

Lengthsman Project

Clerk reported on potential lengthsman projects for road sign cleansing, grass and vegetation cutting. All councillors to submit any further items to clerk. Clerk to liaise with East Horsley to obtain costings **All**
CR

Reports & Correspondence

Consultation on GBC Surface Water Management Plan

Cllr Lightfoot circulated a draft response to the consultation highlighting the need for Effingham to be included in the plan. **AL**
CR

Salt Bins

All salt bins have been filled. Cllr Moss to identify site for proposed bin in Leewood Way. Clerk to identify possible sites for proposed bins in Calvert Road. **PM**
CR

9.14

VILLAGE PLAN

Minutes of the Steering Committee

No meetings held since the previous EPC meeting.

Progress Report

Housing Requirements Survey

All surveys dispatched for input to GBC system by external agency with completion expected by 10 Jan. Initial analysis planning meeting scheduled for 8.1.14.

Budget & Expenditure

Budget	£12608
Total spend to 26.11.13	£2521
Expenditure from 26 Nov – 5 Jan 2013	£118
Total spend to 5.1.13	£2639

Expenditure on dispatch of survey for input

Other matters for resolution

None

10.14

GREEN SPACES & VILLAGE AMENITIES

Current Matters

None

Reports & Correspondence

Burial Ground

Composting areas to be installed in January. Installation of a noticeboard is being discussed with GBC Planning to confirm permissions needed. **CR**

GBC Sport & Physical Activity Strategy Consultation

Cllr Martland to respond to consultation through online survey taking place through January. **DM**

Surrey Hills AONB Draft Management Plan Consultation

Cllr Lightfoot to respond to consultation through online survey taking place through January. **AL**

11.14

REPORTS

Police & Community Safety

Surrey Police reported 7 crimes in the village in December; 3 burglaries, 3 thefts, 1 vehicle crime.

Cllr Pindar reported that police have been monitoring speeding on Effingham Common Road as requested.

Issues with parking and enforcement outside the Catholic Church and at KGV playing fields on Sundays to be raised with Surrey Highways. **PM
CB**

Allotments

Currently three are vacant with no waiting list. Clerk to promote vacancies and investigate the use of a community plot. **CR**

Schools

Visit to St Teresa's school will take place on 27 Jan. Clerk to confirm date and attendees to bursar. **CR**

EVRT

Managing trustees read a statement on the progress of licence negotiations for EPFA and gave an update on licences for the rugby club and nursery. They also gave an overview of the development of their strategic plan to ensure financial security. Cllr Pindar, Chair, confirmed that the managing trustees have the full support of the Parish Council.

Home Farm Estate

Cllr Hogger reported that residents of Calvert Rd have raised concerns about how consultation on additional pitches will be carried out to ensure views of all residents are recorded.

Friends of Effingham Common

Commoners' Day planning meeting planned for 30 Jan

Smith's Charity – No reports

Effingham Local History Group

ELHG are investigating possible photographic exhibition. Clerk to forward funding source information. **CR**

Local Govt & Admin

Clerk update on SALC Surrey Branch meeting. 2014 training course programme to be circulated to all **CR**

12.14

CORRESPONDENCE

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

EPFA	EVRT & licence issues 17 Dec
EPFA	EVRT & licence issues 29 Dec
T.Jones	Copy of letter to SCC on flooding
GBC	Council Meeting Agendas 12 Dec & 13 Jan
	Planning Committee Agendas 17 Dec & 14 Jan
	Press releases 3059-3077
Surrey Clubs for Young People	Newsletter Update
Guildford Environmental Forum	Winter Newsletter
Guildford Greenbelt Guardians	Copy of letter to N.Boles MP on GBC Local Plan
Horsley Countryside Preservation Society	Winter Newsletter

13.14

NEXT AGENDA

The next meeting will take place on Tuesday 28 January 2014