

MINUTES OF ORDINARY MEETING OF

Effingham Parish Council

8.00pm, Tuesday 19th April 2016
King George V Hall, Browns Lane, Effingham.

Present

Ian Symes - Vice Chair

Cllr Cornwell, Cllr Hackett, Cllr Hogger, Cllr Martland, Cllr Moss, & Cllr Nicholls

Parish Clerk

27 local government electors

087/16	APOLOGIES FOR ABSENCE Apologies were received from Cllr's Brazil, Lightfoot Pindar (Chair), and from SCC CC Bill Barker.
088/16	REGISTER OF INTERESTS & OTHER INTERESTS AFFECTING THIS AGENDA Cllr Hogger declared an interest as a member of Guildford Borough Council's Planning Committee, and therefore doesn't comment on planning applications and as an EVRT Managing Trustee regarding items covering EVRT. In addition to the above Cllr Hogger also declared an interest in planning applications - 16/P/00716 & 16/T/00062 and so left the meeting when they were being considered. Cllr Hackett declared an interest in planning application 16/P/00716 and so left the meeting when it was considered.
089/16	MINUTES OF THE PREVIOUS MEETING OF 29th MARCH 2016 The minutes for the previous Parish Council meeting of March 29th 2016 were agreed and signed subject to two additions proposed by Cllr Cornwell. Additional content added at minute 082/16g & j.
090/16	MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA To receive and adopt the following Parish Council Policies (7) Freedom of Information (8) Retention and Disposal of Records and Documents All councillors were in favour of adoption of the above new Parish Council Policies.

<p>091/16</p>	<p>MATTERS RAISED BY RESIDENTS</p> <p>The Parish Council received and replied to five questions asked regarding the Village Plan raised by a local resident, regarding the Village Plan.</p> <p><i>Q1 and Q2 Does any PC member have any declared interest or represent any charity or other village organisation that hopes developer contributions, commonly referred to as Section 106 or CIL, might benefit if development went ahead on Effingham Lodge Farm? Would the PC care to say where such monies would be best suited?</i></p> <p>A1 and A2 Every Effingham parish councillor has declared their disclosable pecuniary interests as required by the Localism Act 2011. These declarations are public and can be seen on the parish council website and the GBC website. In addition at the start of every parish council meeting parish councillors are required to review their declaration of interests and to state any interests they may have affecting items on the agenda – any changes or interests are declared publicly.</p> <p>Cllr Liz Hogger added that she was a parish council-appointed trustee for EVRT, which might receive S106 money from developments. However this was not a pecuniary interest, and did not preclude her from discussions or decisions on any planning applications. For example, she had declared this as a personal interest at the GBC Planning Committee when the Berkeley Homes/Howard planning application was decided, and was able to speak and vote on that application.</p> <p>Developers who succeed in a planning application, especially for large scale development, may be required to contribute monies to the parish in which the development is to take place – these contributions are called S106 or CIL contributions as defined in the relevant legislation. GBC advises parish councils to engage with developers to ensure that contributions are directed towards facilities of value to the community. The NP has a section, which acts as a guide to developers as to where Effingham residents would like to direct such monies. In 2013 the parish council conducted a parish survey that went to all households and had a 60% response. A list of infrastructure requirement and valued community facilities and assets where such monies should be directed, was put together from residents' responses to the survey.</p>

Q3 The developer has apparently muted, through third party, that they would support all such monies going to the Howard of Effingham School for much-needed improvements and renovations. Would the PC support and commit to this excellent use of Section 106 CIL if development went ahead?

A3 The parish council would use the list, described above, as the basis for any decision as to where developer contributions should be directed. If a planning application gets approved the parish council would consider where development monies should be directed (EPC's decisions are ratified by GBC). S106 and CIL monies will be considered on a development-by-development basis, for instance, a development might cause traffic congestion issues and the parish council may direct developer monies to mitigate this problem.

Cllr Hogger added that the requirement for S106 monies for different categories, such as schools, recreation facilities and environmental improvements, was decided by GBC planning officers, not by the Parish Council. When the CIL system came in, this would be a fixed tariff with defined contribution requirements for different categories

Q4 In the latest iteration of the draft Local Plan GBC gave Effingham Lodge Farm the highest sensitivity of Green Belt protection. And that whilst aware that the PC were putting forward part of ELF in their Neighbourhood Plan, Guildford Borough Council specifically did not include any of ELF in their list of sites for development. Please explain why the PC appears to be dismissing such a great offer.

A4. The parish council's task group called ENPAG (Effingham Neighbourhood Planning Group) have debated at length the best outcome for the Effingham Lodge Farm area and have consulted widely to get the views of residents. Three inputs stand out:

1. Residents do not want a new school and 130 houses on the site, nor a new school paid for by the development of about 300 houses in the village,

2. Residents want a NP to give them some control over what housing is developed where in the village, so that development is directed to those areas that are most appropriate

3. Residents accept that there needs to be some new homes in Effingham, especially for local people and including starter homes for the young and smaller homes so older people can downsize

4. Residents want an NP policy that controls, manages and protects ELF for the duration of the NP

	<p>The draft NP contains housing policies that reflect these views of local people as identified in the survey (see above) and in consultation and engagement sessions with Effingham residents</p> <p><i>Q5 The PC is apparently taking the unusual route of submitting a Pre Ap to Guildford Borough Council requesting clarification of the status of some buildings and hard standing on Effingham Lodge Farm. Can the council clearly explain what the attraction is regarding developing Effingham Lodge Farm?</i></p> <p>A5. At a recent meeting Dan Knowles from GBC spoke to the members of ENPAG. Dan was asked whether the buildings and hard standing on Effingham Lodge Farm constituted previously developed land, and also what previous planning conditions and restrictions covered the area. Dan said that GBC could provide this information to ENPAG through the planning team doing a “pre-app” and that he would ask GBC to provide the service free of charge or failing this at a 50% discount. Given the on going sensitivity of this area of land, ENPAG asked the parish council to consider this as research on the status of this part of ELF and to budget to pay for the pre-app if GBC do not grant it as free, which EPC approved. The research is to determine whether the buildings and hard-standing on Effingham Lodge Farm constitute previously developed land, and also what previous planning conditions and restrictions covered the area. The intention of this research (via the ‘pre app’) is to inform ENPAG and the parish council as to what would be the best policy for ELF to put into the NP.</p>
<p>092/16</p> <p>16/P/00712</p> <p>16/P/00716</p> <p>16/P/00720</p>	<p>Planning Matters: New planning applications considered.</p> <p>30 Orchard Gardens, Effingham, Leatherhead. KT24 5NR Single storey side/rear extension. No comment</p> <p>86 Strathcona Avenue, Bookham, Leatherhead. KT23 4HR Single storey rear extension and front porch extension. No comment</p> <p>17 Strathcona Avenue, Bookham, Leatherhead. KT23 4HW Retrospective application: Retention of single storey rear extension No comment</p>

16/T/00062	<p>King George V Playing Fields, Browns Lane, Effingham. Horse chestnut (T362) - fell due to extensive damage (Effingham Conservation Area)</p> <p>Location plans missing - clerk to request missing documents from GBC Planning, and then once received distribute to Parish Councillors for any comment.</p>
093/16	<p>To consider any late received planning applications. None</p>
094/16	<p>To receive results of previous planning applications</p> <p>16/P/00229 4 Dog Kennel Green, Dog Kennel Green, Ranmore. RH5 6SS Two single storey rear infill extensions. (Amended description 26.02.2016) Refused</p> <p>16/P/00232 1 Norwood Road, Effingham, Leatherhead. KT24 5NT Erection of two detached 3 bedroom houses following the demolition of existing bungalow. Approved</p> <p>16/P/00269 30 Norwood Close, Effingham, Leatherhead. KT24 5NY Erection of a two-storey side extension and single storey rear extension and internal alterations. Approved</p> <p>16/P/00281 Three Acre Barn, Guildford Road, Effingham. KT24 5QQ Demolish existing barn and stables and erect a four-bedroom chalet bungalow. Refused</p> <p>16/P/00288 Effingham Golf Club, Guildford Road, Effingham. KT24 5PY Construction of a freestanding brick built 3-phase electrical cupboard required by UK Power Networks. Approved</p> <p>16/P/00295 Glencar, Orestan Lane, Effingham, Leatherhead. KT24 5SN Single storey side extension to existing bungalow. Approved</p>
095/16	<p>Other planning matters: There was a presentation by Mr. Andrew Bedford, in support of his company's, Effingham Residents Company Limited (ERCL) proposed housing development on Lyons Field. ERCL were concerned that Lyons Field was no longer included as a suggested site for development within Effingham's draft Village Plan or GBC's draft Local Plan. ERCL suggested that if development was permitted that it might provide affordable</p>

	<p>accommodation for key local workers, traffic calming, and a land mark to the entrance to the village. Due to the site being crossed by SANG, it is proposed this would be a limited development of not more than 9 houses, and would include 1 bedroom flats. A local resident suggested to ERCL that a development at Lyons Field might not be desirable to all local residents.</p>
<p>096/16 15/P/01749</p>	<p>Reports and correspondence relating to other planning matters Greenacres, High Barn Road, Effingham. KT24 5PT Erection of a detached two storey-house following demolition of existing dwelling. An appeal has been lodged against the Council's refusal of the above planning application.</p>
<p>097/16</p>	<p>Reports from Parish Councillors not included in the above, if any None</p>
	<p>FINANCIAL MATTERS:</p>
<p>098/16</p>	<p>Cheques were approved and signed. (See appendix)</p>
<p>099/16</p>	<p>Reports and or correspondence relating to other finance matters:</p> <p>The first payment from GBC of the 2016/17 Precept has been received. (£31858.50)</p> <p>The Duty/VAT repayment has been received from HMRC for the period 01.03.15 to 29.02.16 (£3193.24)</p>
<p>099/16a</p>	<p>Paul Stroud (Chair of ECC) gave representation from Effingham Cricket Club in support of their Community Fund Grant Application for the supply and fixing of bollards at ECC. He argued that CCTV alone wouldn't be a deterrent against "joy riders" on the cricket pitch, "fly tipping" and burglary. Paul gave an example of lack of police interest when "fly tippers" had recently been caught at the Cricket Club; this argument was further supported when an arson attack occurred at a Parish Councillor's barn when again police failed to act. (Even when provided with CCTV evidence)</p> <p>Other ideas such as tree trunks rather than bollards was discussed but not taken further.</p> <p>The Parish Council voted in favour of providing a grant to Effingham Cricket Club. The grant of £4229.00 is for the supply and fixing of bollards on the approach road, and around the ad hoc parking area behind the cricket pavilion. The provision of bollards is hoped to improve security, deter fly tipping and burglary. A map showing the exact location of bollards will be sent to the Parish Clerk for approval by the Parish Council, prior</p>

	<p>to the start of any works. It is considered important to facilitate ad hoc short-term parking, adjacent to the site or next to any new bollards on the access road, as this has historically been used by local residents for dog walking and similar outdoor activity.</p> <p>The monies (£4229) were granted on the condition that access to footpaths etc was maintained, and that any required planning permission for the bollards was approved by GBC.</p>
100/16	To receive reports and correspondence relating to other Space / Amenity matters if any
101/16	To receive reports from Parish Councillors not included in the above, if any
102/16	VILLAGE PLAN
103/16	<p>To receive any updates from Effingham Neighbourhood Plan Advisory Group (ENPAG)</p> <p>None</p>
104/16	<p>To receive updates if any, from Parish Councillors regarding the Village Plan.</p> <p>Cllr Nicholls spoke against the naming of sites within the Village Plan and against the clarification by GBC of what might be considered previously developed land at Effingham Lodge Farm.</p>
105/16	<p>The recommended draft Neighbourhood Plan from Effingham Neighbourhood Plan Advisory Group (ENPAG) was received by the Parish Council and then the following motion considered:</p> <ol style="list-style-type: none"> 1. The Parish Council thanks ENPAG for their work to date and agrees that the draft Neighbourhood Plan should go out to an eight-week Regulation 14 consultation, including a parish-wide household survey, beginning Monday 16 May or as soon as practical thereafter, subject to: <ol style="list-style-type: none"> a. Minor drafting amendments to the Neighbourhood Plan to be authorised by ENPAG b. The preparation of a summary document and survey form to be agreed by ENPAG c. Compliance with the statutory requirements for Regulation 14 consultation, and arrangements for the parish-wide survey, to be authorised by ENPAG. 2. The draft Village Design Statement will be finalised and agreed by ENPAG.

	<p>3. The Parish Council authorises reasonable expenditure as necessary to print copies of the summary document and survey form for every household in the parish, together with hard copies of the Neighbourhood Plan and Village Design Statement as necessary for the consultation process.</p> <p>4. “The Parish Council gives ENPAG delegated authority to spend up to £1000 from the Village Plan Project Fund to cover the cost of using GBC’s pre-application service to check planning considerations on Effingham Lodge Farm previously developed land and for other matters deemed necessary by ENPAG in support of producing a Neighbourhood Plan.”</p> <p>5. The Parish Council agrees to ask ENPAG to consider the responses to the Regulation 14 consultation and bring a recommendation to the Parish Council in due course about next steps in the process and whether there is a need to seek further advice from a planning consultant or a second Health Check.</p> <p>The Parish Council voted 6 in favour & 1 against, and the motion was carried.</p>
106/16	HIGHWAYS & TRANSPORT
107/16	Current highway matters:
108/16	Reports and correspondence relating to other Highway Matters
108/16a	<p>A local resident met with the Clerk and voiced concerns regarding speeding traffic on High Barn Road. They requested support to have Slow Signs erected possibly with an equatorial theme.</p> <p>The Clerk has been instructed to contact SCC Highways regarding the request.</p>
108/16b	Road closures - Crocknorth Road (C44) were reported on.
109/16	<p>To receive reports from Parish Councillors not included in the above, if any</p> <p>None</p>
110/16	REPORTS
	Reports on:
110/16a	<p>Police and community issues</p> <p>Crime report had not been received from PCSO Perry.</p>

110/16b	Allotments - A local resident and allotment holder made the Clerk aware of a pool maintenance company who had recently discharged swimming pool water onto the allotment, from an adjacent property. The Clerk was instructed by the Parish Council to write to the property owner, and make them aware this was unacceptable.
110/16c	Schools None
110/16d	Home Farm West - Calvert and Chester Roads None
110/16e	Friends of Effingham Common None
110/16f	Effingham Commoners Day 2016 The Clerk gave a brief update on the preparations for the 2016 Effingham Commoners Day, scheduled for Sunday 2nd October.
110/16g	Smith's Charity None
110/16h	Effingham Local History Group Cllr Cornwell reported that Surrey Archeology Society were currently carrying out fieldwork at Home Farm House, and that he will report back any results at a subsequent Parish Council Meeting.
110/16i	Local government / admin matters None
110/16j	Parish Rooms None
110/16k	Effingham Village Recreation Trust None
110/16l	Effingham Parish Councils Burial Ground The Clerk has received correspondence from Mr. Andrew Bedford on behalf of Owners of The Former St.Lawrence regarding a land registry issue at the burial ground. The Clerk was instructed to contact Land Registry to resolve the issue, and given delegated authority to seek solicitor advise with the associated cost implication, if considered necessary.

110/16m	To receive reports from Parish Councillors not included in the above, if any
111/16	CORRESPONDENCE
112/16	Correspondence received since the last Parish Council Meeting
113/16	NEXT AGENDA
114/16	Parish business for the Agenda of the next meeting
115/16	Next meeting - 31st May 2016 Annual Meeting of the Parish Council - 8pm King George V Hall, Browns Lane, Effingham.

Appendix

098/16

Cheques approved and signed

<u>Cheque No.</u>	<u>To -</u>	<u>Description</u>	<u>£</u>	<u>Authority</u>
300034	Effingham Village Recreation Trust (EVRT)	Service Level Agreement (unrestricted) Service Level Agreement (restricted funds 01.04.16 to 30.06.16)	2250.00 0750.00 =====	
			3000.00	
300035	Jon Short	Clerk Reimbursements	0108.16	
300036	Jon Short	Clerk wages April 16	1342.23	
300037	The Surrey Pension Fund	Clerk pension April 2016	0567.93	
300038	Aldrich Gardening	Salt Bin fixing	0390.00	