

**MINUTES OF THE MEETING OF EFFINGHAM PARISH COUNCIL
HELD AT 8pm ON TUESDAY 20 OCTOBER 2009
AT KING GEORGE V HALL, BROWN'S LANE, EFFINGHAM**

PRESENT

Cllr Jones in the Chair

Cllrs Clark, Crouch, Driscoll, Hogger, Lightfoot, Nicholls and Wetenhall.

129.09. APOLOGIES FOR ABSENCE

Cllr Pindar (work). Cllr Symes (vacation).

130.09 REGISTER OF INTERESTS AND DISCLOSURE OF INTERESTS

No changes to the Register and no interests affecting the present Agenda were disclosed at this time.

131.09 MINUTES OF THE MEETING OF 29 SEPTEMBER 2009

The Clerk thanked Cllr Lightfoot for taking the Minutes at the last meeting. An omission was corrected:

122.09 Planning

09/P/01304 Rose Acre – There had been no comment.

With this amendment, the Minutes were signed as a true record.

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

121.09 Police and Safety

There was discussion about whether it had been agreed to put together an incident list.

122.09 Planning

09/P/00518 Grove House: The appeal will be heard at GBC at 10.00 on Wednesday 2 December.

Dead otter: Cllr Nicholls had reported this to SCC.

123.09 GSVA

Litter: It had been agreed to write formally to the school about the problem under the banner of a community partnership issue that the school could deal with as community service, and copy to James Whiteman, Head of Cleansing at GBC.

SM

124.09 Highways

Footways and railings: The Clerk should set up a meeting with Cllr Barker and Gavin Smith; Cllrs Hogger and Nicholls would like to attend.

School caretaker's house, footway: It was confirmed that there was no longer a problem.

127.09 Finance

Hole in the KGV hedge (site of bus-shelter): there had been no further progress.

133.09 POLICE AND SAFETY

PCSO's report

PCSO Culross apologised for having missed the previous meeting. He reported the crime statistics for 28 September to 19 August: 2 burglaries (riding tack, and from a house), 1 theft, 1 theft of number plates, 1 theft of quad bikes, 1 criminal damage, 1 robbery at knife point. He stressed the latter was a very rare occurrence and pointed out the danger of raising a fear of crime needlessly. Regarding the arson / criminal damage at the barn there had been arrests.

Cllr Driscoll asked for an update on his earlier request that the Police press SCC to update the signage along Effingham Common Road for the new speed limit (white-lining). PCSO Culross said he would contact Casualty Reduction Officer Matt Redfern and press for help.

Cllr Hogger asked about the response to anti-social behaviour: littering, fire-setting, drunkenness, and pressed for the meeting with PC Steve Hill. PCSO Culross agreed to follow this up. PC Hill and Sgt Simon Berger would attend the forthcoming Home Farm Estate meeting at GBC. PCSO Culross reported that patrols had been further stepped up, speeding vehicles had been stopped on Orestan Lane and vehicles had been seized. However, the level of anti-social behaviour being witnessed by the Police was much lower than villagers were reporting. It was stressed that all reports must be logged with the Police.

Police and Safety – other matters:

Issue on the Playing Fields

Cllr Nicholls asked for the following item to be taken in committee because it related to pupils at the Howard of Effingham School. This was agreed and the public were excluded. It was agreed the Clerk would write to the Head.

SM

134.09 PLANNING MATTERS

New applications

09/P/01476 Downhills, Links Way

Side extension with roof enlargement to facilitate accommodation in roof space with two dormer windows to both front and rear elevations and four roof lights. No comment.

09/P/01505 Badgers Farm, High Barn Road

Erection of a single storey agricultural workers dwelling together with removal of existing mobile home.

Cllr Wetenhall commented that:

- whereas the mobile home had an area of 52.5m², the proposed bungalow was 136m² which was an increase of 159%
- the roof was lower than previous applications and not convertible into additional accommodation
- the application stated that the agricultural worker was Mr N Williams whereas previous applications had said it was Mrs Williams, and it was not clear whether Mr N Williams lives there at present
- in his opinion the position on the site was less unacceptable than before
- the projected budget was supposed to show that the business would achieve viability within 3 years, but current accounts showed declining profitability and it was not clear how the cost of the new bungalow could be sustained. In his opinion the financial position was still opaque;
- the report on the financial viability commissioned by GBC was not available yet. Without viability there would be no case for building in the Green Belt anyway.
- An agricultural worker could have dependants but he believed this did not include parents.

Cllr Nicholls commented that he too was very nervous of encroaching on the Green Belt but he believed that the farm was financially viable. Whereas there had been 7 working farms in Effingham all had ceased; this was the first to try to re-establish and he believed it should be supported. He had been very impressed by the work and effort put in by the Williams family.

Cllr Hogger refrained from commenting on the details of this specific application but pointed out that the business case would have to be made successfully ('crucial') before anything else could be considered. She explained the processes by which the application could be made on delegated authority, or brought to herself as member for agreement, or taken to the Planning Committee.

Cllr Driscoll was concerned about the whereabouts of the cattle, ie if they were not grazed in Effingham, should the associated profits and costs be part of an assessment for planning consent in Effingham.

Cllr Lightfoot was concerned about the appearance of the exterior of the bungalow in the context of the nearby AONB and the older buildings of the immediate neighbourhood. She felt it was too blandly modern and believed it should be more in keeping with the older

designs.

Cllr Clark put the motion that the Parish Council should write commenting that subject to the business case being achieved, the Parish Council would not oppose the application. On a vote there were two in favour, two against, three abstentions. Cllr Hogger took no part in the vote. The Chairman declined to use the casting vote.

Cllr Hogger pointed out that the Parish Council could write formally objecting, in which case the planning officer's report would come to her for review before determination could be made.

There was discussion with Mr P Williams, present in the audience, about who was the full-time agricultural worker. He confirmed that this was Mr N Williams. There was concern about who was currently living at the site. Mr Williams confirmed that 3 people currently live there and would continue to live there, to cover when Mr N Williams is absent.

It was agreed to write acknowledging the relevance of the business case, but in the absence of this information recording the Parish Council's concerns about where the cattle are kept and whether this has relevance, the size of the proposed building, the number of bedrooms, and the appearance of the exterior.

SM

09/P/01531 The Surgery, The Street

Conversion of doctors surgery and garage to form one two-bedroom flat. No comment.

09/P/01542 Upper Leewood Farm, Effingham Common Road

Proposed new crossover giving access to agricultural land.

The Clerk had contacted the Planning officer requesting further information on the location of the existing access, the exact location of the proposed access, and the proposed treatment of the verge. This had not been received. There was also a question over who owned the land affected by the proposed crossover. There was no information about the intended use of the land that would justify a change to the access. The Parish Council agreed to object on the grounds that the case for a new access had not been sufficiently made, and the visual effect would be detrimental to the rural verges at that point on the road.

SM

Results / progress on previous applications

07/P/01606 105 Calvert Road	Appeal dismissed
09/P/01179 Miles House, Beech Ave	Approved
09/P/01243 Friars Elm, Dog Kennel Green	Approved
09/P/01253 Simla, Orestan Lane	Approved

Reports and correspondence relating to other Planning matters:

GBC's Challenge to the South East Plan

Cllr Hogger reported that the government will not contest the challenge but the implications of this were still unclear. It was hoped that the number of houses Guildford Borough will have to supply annually would drop from the government's 422 to the South East Plan's 322. It may be that the number will stay the same, it just will not be in the East Clandon area, but GBC will have to find the numbers somewhere.

Mole Valley DPD

The Clerk reported that this has now been concluded. Cllr Clark asked if it affected the field on the Effingham boundary.

Beech House, Beech Avenue

Cllr Wetenhall reported that this application had been refused.

Greenacres, Ockham Road North, West Horsley

News had been received of a further planning application to develop a back garden. This drew heavy opposition from residents / parish councils in the wider area when attempted previously because of the precedent being set.

Motorway Service Area (proposed access for contractors off Horsley Road)

News had been received of a resident adjacent to the site not having been informed. There was no further news of the decision.

South East Plan – Gypsies and Travellers etc

The Clerk had circulated news that the 'Examination in Public (EiP) into the partial review of the Regional Spatial Strategy for the South East – Provision for Gypsies, Travellers and Travelling Showpeople' will take place on 2 – 4 February 2010.

Consultation period on planning applications

Following pleas at the Clerks' Liaison meeting, the head of Planning at GBC had agreed to extend the consultation period on planning applications from 14 to 21 days for parish councils.

135.09 VILLAGE GREEN SPACES AND AMENITIES

Current GSVA matters

EVRT future funding

Cllrs Driscoll and Jones had a prejudicial interest in this issue (Trustees of the charity). Cllr Jones suggested Cllr Crouch take the chair. This was formally proposed by Cllr Wetenhall, seconded by Cllr Hogger, and agreed.

Cllr Hogger proposed that Cllrs Jones and Driscoll stay for part of the discussion and then be asked to withdraw if a formal decision was to be made. This was agreed.

Following discussion at the September meeting, Cllr Pindar had written a paper about the relationships between the Parish Council and the Charity. This had been circulated with the Agenda. However, at very short notice he had been called away and was not able to lead the discussion. Earlier on the day of the present meeting the Clerk had circulated a note with guidance on the procedural position but also listing issues from Cllr Pindar's paper on which she thought there was to be a decision. Cllr Hogger explained she had been surprised by this and objected. She felt it would be better to achieve agreement on what these issues should be, and put them on the public agenda for the next meeting, rather than attempt to discuss the issues themselves in the current meeting. She had circulated a list of the relevant points (which is attached to these Minutes) and introduced them one by one.

In the discussion which followed various issues concerning funding were mentioned. Cllr Jones gave a report on progress with the new Trustees. Brendan Kelly, Simon Ralph and Cheryl Warren had been appointed. Louisa Winter had accepted an advisory role with her particular strength in marketing. All had some conflicts of interest. As well as the Trustee board there would be an Executive Committee, and an Administrative Committee (forum for user groups), each with a delegated Trustee. On behalf of the Trustees Cllr Jones invited the Parish Council to meet them informally at 7.30 on 3 November in the Parish Room, before their next Board meeting.

Cllrs Jones and Driscoll withdrew.

Cllr Hogger proposed there should be a meeting of parish councillors with the new Board to go through the points on her paper. Building on this discussion, the resulting points to be debated would be put on the public Agenda for the next meeting of 1 December. Cllr Clark seconded this and it was agreed. The Clerk to write to the Trustees. **SM**

It was further noted that the Clerk needs data from the Board of Trustees concerning future funding by 18 November, so that the budget can be completed and circulated. It was suggested that the Clerk ask GBC what sort of information it would expect from a body seeking a grant from public funds. **SM**

Howard of Effingham Partnership Trust proposal

It was noted that the school had not formally consulted the Parish Council. From the information provided it was not clear what the benefits for the school and the community would be. Various concerns were raised, principally whether there would be any effect on

the admissions process, and the school's management of its property in the village.

Reports and correspondence relating to GSVA matters

Home Farm Estate Meeting (1)

Cllr Hogger and the Clerk met Chris Mansfield and Sue Sturgeon of GBC. The history of the area was explained to them, and they promised they would try to come up with a better model for management within the Borough Council structure.

Home Farm Estate Meeting (2)

Members of the Parish Council took part in a walk around Calvert and Chester Roads.

Minor works

The Clerk has put out a list of minor works, repairs etc for tender; also the Burial Ground tree and the damaged flint walls.

Christmas Shops event

This will be Saturday 12 December, 2-6 pm.

136.09 HIGHWAYS & TRANSPORT

Reports and correspondence relating to Highways matters

A246 speed limits

Cllr Hogger reported that the deputation to the Local Committee succeeded in getting the committee to vote against the Task Group's recommendation, which means that the proposed new speed limits will be advertised for comment – but only when SCC's new speed limit policy is agreed. The Parish Council recorded its thanks to Cllrs Hogger and Clark, and Chris Carter, Cliff Hackett and Rachel Reed, who attended the Local Committee to speak and provide support.

SM

Forest Road bridge closure

This is expected to start shortly after 2 November, if the contractor will conclude final details.

Effingham Common Road weight limit

Highways officers had agreed that the weight limit had not been revoked, but would not change the diversion. It was agreed to photograph the state of the road surface before the diversion is in place. A base-line count of heavy lorries before the diversion, and during it, would be useful.

**AL
TD**

Beech Avenue filter light

It was agreed the Clerk should write to ask for details of what scheme was being proposed and how the costing of £100k was arrived at.

SM

137.09 REPORTS

Allotments

No further news.

Schools

The offer to visit had not been fulfilled by the school.

KGV

No further news.

Home Farm Estate

No further news.

Friends of Effingham Common

The AGM (and a committee meeting beforehand) will be at 8pm on 17 November at KGV. It was hoped there would be an Agenda.

Smith's Charity
No further news.

Local Government / Admin matters

The Clerk thanked Cllr Driscoll for help getting the A3 printer to function. The broadband and telephone contracts had been transferred to a new supplier.

138.09 CORRESPONDENCE

Effingham & Little Bookham churches	Parish Magazine
Methodist Church	Parish Magazine
East Horsley	Village Directory
GBC	Agenda and reports for Planning Committee, 28 Sept. Agenda and reports for Council meeting, 8 October
Guildford Local Committee	Draft Minutes of meeting of 30 Sept
SCC	Agenda and reports for meeting of the County Council, 13 October
Surrey Co. Playing Fields Asscn	Autumn newsletter
NESCOT	Prospectus 2010
Surrey Community Action	Autumn newsletter Annual review 2008-9
Open Space Society	Autumn newsletter
NALC	DIS no 719

139.09 FINANCIAL MATTERS

Current matters

Bank reconciliation to the end of September

This was confirmed and signed.

Risk inspections for the next quarter

All previous forms have been returned completed. The Clerk will send out the paperwork for the next quarter.

SM

Clerk's gratuity

The Clerk had circulated a paper concerning options for the gratuity fund, which had accumulated before the SCC pension was in place. The Clerk withdrew for the discussion of this item. It was agreed that the fund of £2,544.21 could be paid into the Clerk's existing personal Scottish Widows pension.

Cheques for approval and signature

The following cheques were authorised and signed:

		Authority to pay
EDF	£73.89	Local Govt Act 1972 s133
Fire Protection Services	£27.48	Local Govt Act 1972 s133

140.09 PARISH BUSINESS FOR THE AGENDA OF THE NEXT MEETING

Date of the next meeting: Tuesday 1 December.

Suggestions for items to include in the budget are needed by 18 November.

Draft motion for the Parish Council meeting on 1 December 2009

1. Effingham Parish Council welcomes the new scheme, Effingham Village Recreational Trust (EVRT), and offers its full support to the new Trustees as they take over responsibility for the Management of the KGV Hall and Fields, together with the other assets of the charity.
2. The Council believes it is now appropriate to formalise its financial relationship with EVRT, recognising that this relationship is quite separate from the relationship of the Custodial Trustee with EVRT. The Council will consult with the EVRT Trustees with a view to implementing the following process:
 - a) In September each year, EVRT will present to the Parish Council their detailed plans for spending during the following financial year, together with outline plans for the subsequent 3 years.
 - b) The detailed plans for the following financial year will include the contribution sought from the Parish Council (funded from the precept), together with an explanation of how this contribution will be used.
 - c) If the Parish Council agrees this level of contribution, it will be included in the Council's budget for the following financial year.
 - d) The outline plans will include an estimate of the contribution sought from the Parish Council in each of the 3 years, and an outline of how it will be used.
 - e) If the Parish Council agrees to the contribution sought in the outline plan, this will be included in the Council's own forward financial plan, on the understanding that this is the contribution the Council hopes to make to EVRT in each year, subject to its own financial position in that year.
 - f) The agreed contribution from the Parish Council will normally be paid quarterly, but may be scheduled differently if necessary to meet funding requirements for a particular project.
 - g) The contribution may be vired between detailed budget lines to a maximum of 10% of any single line. If larger sums are required to be vired, this must be agreed in advance by the Parish Council.
 - h) All EVRT projects funded or part-funded by the Parish Council should be subject to the same tendering processes as those which must legally be followed by the Parish Council itself.
3. Recognising that the EVRT Trustees need time to set up an appropriate structure for the charity and to consider their future plans, the new process will come into effect in September 2010, to take effect for the 2011/12 budget.
4. As an interim measure, the Parish Council will agree its contribution to EVRT for 2010/11 following consideration of the Strategic and Financial Plan presented at the meeting on 1 December.
5. The Parish Council believes that the long-term goal should be for EVRT to be self-funding, and looks to the EVRT Trustees to plan accordingly.
6. Members of the Parish Council are expected to attend the Annual General Meeting of the EVRT, so that they can view the audited accounts.
7. The Parish Council will introduce its own process of long-term financial planning to be consistent with EVRT's planning timescale.

Cllr Liz Hogger