

MINUTES OF THE ORDINARY MEETING OF EFFINGHAM PARISH COUNCIL
8.00PM, Tuesday 23 April
King George V Hall, Brown's Lane, Effingham

- PRESENT** Cllr Pindar in the Chair
Cllrs Bell, Bowerman, Hogger, Lightfoot, Moss, Symes, Wetenhall
4 local government electors
PC Page & Sgt Barwood
- 62.13 APOLOGIES FOR ABSENCE**
None
- 63.13 TO NOTE THE RESIGNATION OF SARAH PESKETT**
Cllr Peskett's resignation was noted. She will remain as a volunteer tree warden and to assist with footpaths
Cllr Pindar to formally thank her for her time and hard work **AP**
- 64.13 TO REVIEW THE REGISTER OF INTERESTS & OTHER INTERESTS AFFECTING THIS AGENDA**
Cllrs Bell, Bowerman & Hogger declared their positions as trustees on EVRT
Cllrs Hogger, Pindar & Symes declared their membership of the local History Group
Cllr Hogger declared that, as a member of GBC's Planning Committee she does not comment on planning applications but may offer technical advice on planning policy if needed. Cllr Hogger declared an interest in the Honey Pots planning application as a neighbouring resident
- 65.13 MINUTES OF THE MEETING OF 26 MARCH 2013**
The minutes were agreed and signed
- 66.13 MATTERS ARISING FROM PREVIOUS MINUTES**
(Not elsewhere on the agenda)
Agreement of the Village Plan Terms of Reference remains outstanding and need to go to the next meeting in May. **CR**
With the resignation of Cllr Peskett, responsibility for the Lengthsman project needs to be reallocated. For discussion at the next meeting in May. **CR**
- 67.13 MATTERS ARISING FROM THE ANNUAL PARISH MEETING**
None
- 68.13 MATTERS RAISED BY RESIDENTS**
A concern was raised that the funding available for the Lengthsman project would be insufficient. To form part of the Lengthsman project discussion at the next meeting. **CR**
A representative of the Local History Group advised that their latest book was now on sale and that 50% of the copyright is to be shared with the Parish Council. The Parish Council thanked the History Group.
- 69.13 PLANNING MATTERS**
New Applications

13/P/00534St Lawrence Primary School, Lower Road

Consultation from Surrey County Council for non material amendments to planning permission ref: GU12/P/01867 comprising replacement of 3 timber windows in double glazed powder coated aluminium

No comments

13/P/00543 & 13/P/00542Ranmore Manor, Ranmore Common

Listed Building Consent for amendment to application 10/P/01451 for change of use of the office space within Ranmore Manor to create 2 dwellings, one with a single storey side extension, following demolition of a detached single storey building and spray workshop; two detached two storey houses with basements; and single storey office building with basement and associated parking and landscaping, following demolition of existing motor workshop (amended plans received 10/05/11, 06/07/11, 21/07/11, 04/08/11 and 26/09/11) to amend the roof configuration within the main manor building incorporating a central internal roof valley infill with 6 (no.) side, east, and west roof dormer windows to the central portion and 1 north facing roof dormer window to the southern portion (revision to planning approval 10/P/01451)

Residents and the Parish Council gave the following comments.

1. The addition of a flat roof and dormer windows will not be appropriate to a listed building restoration
2. Creating a new floor and possibly an increased occupancy will impact on parking at the property which is already stretched, an issue already recognised by GBC
3. Visitor parking of 3 spaces is likely to be insufficient for a possible 26 residents
4. The proposed use of an overspill car park would also require planning permission which has not yet been applied for or permission granted.
5. There is no parking available for larger vehicles visiting the property such as delivery or maintenance vehicles which could lead to increased parking on the access driveway.

Objection

13/P/00557 & 13/P/00558Crocknorth House, Crocknorth Road, East Horsley

Planning application and listed building consent for two storey side (east) extension and associated alterations following demolition of existing single storey side additions

No comments

13/T/00062Our Lady of Sorrows Roman Catholic Church, Lower Road

Application to fell one Conifer (Effingham Conservation Area)

No comments

13/P/00595Pen Y Bryn, Dirtham Lane, Effingham

Part two storey, part single storey rear extension following demolition of rear single storey element together with exterior material alterations to existing house and replacement of front fence and gates with new wall and gates.

Both residents & the Parish Council feel that the proposed wall and gates are not in keeping with the current low, open frontages on this rural road, and with a Lovelace wall opposite.

Some of the proportions of the plans do not appear correct and one of the neighbouring properties is not represented correctly
It is felt there is a danger of the flat roof being used as a balcony and it is suggested this is addressed by a condition in any permissions.

Objection

13/P/00609

Ashram, Mount Pleasant, Effingham

Installation of a 550 x 780 velux window in slope of north face of pitched roof. Erection of new 1.65m high timber fencing on south boundary to match neighbours following removal of existing 1.0m high boundary fence.

No comments

13/P/00629

Honeypots, Lower Farm Road, Effingham

Variation of condition 02 of 12/P/02013 to allow insertion of two gable dormer windows on the front roof slope.

The Parish Council has objected previously to similar applications at this site and the Council's position remains the same. The use of dormer windows in the roof creates the appearance of a third storey, which is not characteristic of houses in this area and out of keeping with the neighbourhood. A key concern is that works will effectively make this property into a 3 storey property and will set a precedent.

Objection

13/P/00635

Blossden Cottage, Salmons Road, Effingham

Part single part two storey rear extension

Due to late arrival of planning papers, application to be considered outside of the meeting. Concerns raised by resident over extension to original plot.
Comments to CR

AL

Previous Applications

13/P/00019 & 13/P/00020

Land opposite the Old Post Cottage, Church Street, Effingham - **Refused**
To note that the Conservation Area Consent for the demolition of the old derelict buildings was approved.

13/P/00185

Lynwood House, Effingham Common Road, Effingham - **Approved**

13/P/00208

Little Court, Beech Avenue, Effingham - **Approved**

13/P/00239

Honeypots, Lower Farm Road, Effingham - **Approved**

Other Planning Matters

None

Reports & Correspondence Relating to Other Planning Matters

Elmbridge Borough Council Development Management Plan & Settlement Investment & Development (ID) Plans

	The Parish Council would like to comment formally on these plans. Subgroup meeting to be convened to discuss to include Cllrs Pindar, Hogger, Moss & Lightfoot	LH
70.13	HIGHWAYS & TRANSPORT Current Highways Matters	
	<u>Congestion Programme Consultation</u> Cllr Lightfoot summarised the report and suggested responses. The Parish Council highlighted the issue of congestion surrounding large schools and the importance of public transport. Response to highlighted that relatively small changes in developments or school sizes can have larger knock on effects on congestion within village environments. Cllr Lightfoot to produce response.	AL
	<u>Draft Surrey Rail Strategy</u> The Parish Council felt more detail was required in order to comment on draft strategy. Cllrs Bell, Pindar & Wetenhall to discuss & respond.	CB, AP, JW
71.13	VILLAGE PLAN Minutes of the Steering Committee Meeting None since last Parish meeting	
	Progress Report from the Steering Group Cllr Moss reported on the Village Plan launch following official designation. 57 residents attended the launch and the committee have received 27 written responses of support, including Surrey Wildlife Trust, ERRA and Elmbridge Borough and Mole Valley District Councils. It was noted that key audiences of families and young people may need targeting to encourage more involvement. There is £7000 of government funding available for this work and applications can be made from 1 May 2013 Work will now start on agreeing the necessary policies and guidelines and setting up the Working Group structure. The issue of clerical support to the project is critical and needs to be resolved as a matter of priority. Volunteer help from the community will need to be encouraged for the length of the project The Bookham Vanguard Green Belt Review was flagged as an important consultation to be involved in and the steering group will make contact.	PM, CR AP, PM PM, LH
	Matters Raised by the Public at the Annual Parish Meeting At the launch a group discussion session identified the community's top priority areas for the Village Plan.	
	Other Matters An opportunity to apply to the Surrey County Council Community Improvement Fund programme was considered with a suggested joint bid application involving the Parish Council and EVRT. This fund invites applications between £10,000-£50,000 for capital improvement projects. Cllr Hogger to produce proposals for possible capital project suggestions with an aim of submitting an application to the 2nd Round of the programme in October 2013.	LH
72.13	GREEN SPACE & VILLAGE AMENITIES Current GSVAMatters	
	<u>GBC Love Where You Live Programme</u> GBC are running a tidy up programme in every Parish offering two days	

work by a 2 man team to come and tackle extra street cleaning tasks identified by the Parish Council. Parish Council to request work on the base of the hedge along Browns Lane. **CR**
GBC to be asked additionally to carry out a litter inspection on the ditches in Beech Avenue and Effingham Common Road

Reports & Correspondence Relating to Other GSVA Matters

Flint Wall Repairs

Repairs and extensions have been completed to the flint wall at the junction of the A246/The Street.

Village Day

Cllr Moss to contact the Village Day committee to offer help/help/support as required. **PM**

73.13

REPORTS

Police & Safety Community Issues

PC Page & Sgt Barwood reported to the meeting. There have been four crimes reported over the last month, two of criminal damage and two burglaries.

The parish Council raised the issue of cars parking on pavements and causing obstruction on Browns Lane and Barnes Wallace Road. It was advised that cases of serious obstruction can be tackled by calling 101 so that vehicles can be ticketed.

A resident reported that 11 traveller families had arrived at Calvert Road, possibly totalling as many as 50 people. Residents are concerned about health and sanitation and possible disruption in the community. The police will liaise with GBC to address this.

Allotments

No further news

Schools

No further news

EVRT

Cllrs Hogger and Bowerman reported that events were currently running smoothly and positively and that there will be no legal proceedings.

Home Farm Estate

A tour of the Home Farm estate is planned for 18th May and Cllr Symes advised that Kelly and Lorna would be joining the visit.

A meeting was held at 22 April to discuss Home Farm estate issues with GBC.

Friends of Effingham Common

GBC advise that Moira Cash will be Adam Owens replacement and will be the new contact for the Commoners Day. They remain interested in discussing a Commoners Day event for this year. A meeting to arranged with GBC, Friends of Effingham Common and Cllrs Pindar and Symes. All coucillors have been invited to attend the Friends of Effingham Common AGM **CR**

Smith's Charity

No further news

Effingham Local History Group

History group event and presentation on 20 April was very well attended

and the group has launched its latest book.

Local Government/Admin/Website Matters

A request has been received from the Brookland Museum to visit the Parish Room with up to 50 veterans in May. This was agreed with consent from Keith Cornwall for parking arrangements. Cllr Hogger to organise access

LH

74.13 CORRESPONDENCE

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

Guildford Borough Council
- Planning Committee Aghndas for 9 30 April 2013
- Precept BACS remittance advice
- Council Meeting Agenda for 11 April 2013
- Information on Guildford in Bloom competition
Direct Information service - Newsletters
Surrey County Council - Get Composting posters
CPRE - Newsletter

75.13 FINANCIAL & ADMIN MATTERS

To Discuss Action Regarding Recruitment of New Councillors

Interest in becoming a Parish Councillor to be discussed with all those expressing an interest in being involved in the Village Plan

To Adopt Communications Policy

It was agreed to adopt this and policy to be included on the website

CR

To Note Q4 Bank Account Reconciliation

Report noted.

The Parish Council is still awaiting information on one cheque payment that appears to have been incorrectly paid. Cllr Pindar to pursue Clerk to investigate setting up BACS payments for regular payments

AP
CR

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To Consider EVRT bid to the Community Fund for 2013/14

Cllrs Hogger and Bowerman gave an overview of the funding bid and then retired. The bid requested funding for improvements to A246 pedestrian entrance, installation of a replacement swing, a contribution to playground maintenance work and the installation of 5 x dog bins.

This bid was agreed with the suggestion that the Parish Council make the purchase of the replacement swing so that there is no VAT liability. EVRT committee were advised that no further bids could be considered for 2013/14 unless there is an emergency situation or at the final quarter there remain outstanding funds available.

It was suggested that EVRT pursue sponsorship/advertising opportunities for the new dog bins.

To Offer LGPS to New Clerk

Approved

To Approve Annual Accounts for 2012/13

To note and inclusion on agenda of May meeting

CR

Cheques for Approval & Signature

The following cheques were authorised and signed:

Clare Ritchie	£484.58	Local Govt Act 1972 s112
James Nicholls	£260.00	Local Govt Act 1972 s214

EDF Energy	£140.00	Local Govt Act 1972 s111
Phone Co-op Ltd	£25.72	Local Govt Act 1972 s111
Shaw & Sons Ltd	£192.00	Local Govt Act 1972 s214(6)
Kay Palmer	£60.00	Local Govt Act 1972 s111

A correction was made to the Payee for the cheque written previous to SALC for £276.00.

Reports & Correspondence

A new burials book has been ordered and received.

76.13

ANY OTHER BUSINESS

Cllr Moss proposed sprucing up the village boundary signs as a discussion point for the next meeting. Cllrs Moss and Lightfoot to summarise ideas and options and to speak to Surrey Highways.

PM, AL

77.13

NEXT AGENDA

Date of the next meeting is Tuesday 28th May 2013.