

MINUTES OF ORDINARY MEETING OF EFFINGHAM PARISH COUNCIL

8.pm, Tuesday 23 July 2013
King George V Hall, Browns Lane, Effingham

Present

Cllr Pindar – Chair

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

122 local government electors

Standing Orders Suspended Bookham Vanguard Green Belt Review Discussion

Cllr Pindar introduced the discussion with an overview of the green belt review process to date and a summary of the concerns for discussion. There was a 30min discussion with attendees invited to ask questions and state views. Attendees included both Effingham and Bookham residents and representatives from Bookham Vanguard. Contributions received by the Council by correspondence or email were included in the discussion. 21 residents views were voiced and included:

- Importance of protecting the green belt both in Bookham and Effingham
- Importance of Bookham and Effingham working together on their Neighbourhood Plans
- Development should not lead to merging of the two villages
- More clarification and transparency on the consultation
- Validity of the consultation on the tests to be used could be questioned given the response rate
- If Bookham is to be a front runner in this process it is vital to get it right
- The level of consultation with Effingham seems to be low
- Is Bookham tied to the quotas suggested by Mole Valley District Council or will they try to negotiate
- All development will have an impact on schools and infrastructure
- Which developers have been involved in this consultation process and who are they

Representatives from Bookham Vanguard spoke briefly to confirm that there were no firm proposals available yet and that no decisions had been taken.

There then followed a Council discussion where it was resolved to meet with Bookham Vanguard but with an amendment to the original motion removing the requirement for information to be provided beforehand to answer Q1 with the proviso that all items detailed on the council meeting agenda are addressed at the liaison meeting. Proposed by Cllr Hogger, seconded by Cllr Lightfoot and agreed. Clerk to arrange meeting with Cllrs Pindar, Symes, Hogger, Moss and Lightfoot to attend. The meeting then returned to the agenda.

115.13 APOLOGIES FOR ABSENCE

None

116.13 REGISTER OF INTEREST & OTHER INTERESTS AFFECTING THIS AGENDA

Cllrs Bell, Bowerman & Hogger declared an interest as EVRT trustees

Cllr Hogger declared an interest as a member of GBC Planning Committee

117.13 MINUTES OF THE PREVIOUS MEETING

The minutes of the Ordinary Parish Council meeting held at 25 June 2013 were agreed and signed.

118.13 MATTERS ARISING FROM THE PREVIOUS MINUTES

Response to Summerdown Manor appeal submitted
Beech Avenue safety survey letter in progress
Letter sent to St Lawrence school on bullying incident
External audit submission completed
Concurrent grant application submitted

119.13 MATTERS RAISED BY RESIDENTS

EPFA

Residents asked whether the Section 25 notice issued by former trustees had been legal. Cllr Bowerman gave an update on plans and progress to date on current licence negotiations, including a summary of the history of previous discussions on the lease/licence issue.

Two residents were asked to withdraw from the discussion due to alcohol consumption.

High Barn, High Barn Road

The owners gave an overview of their plans for an outline planning application for information.

120.13 PLANNING MATTERS

New Planning Applications

13/P01046 - Orestan House, Orestan Lane, Effingham

Retrospective consent for the erection of a detached canopy for a motor

No Comments

13/P/01053 - Farmside & Browns Cottage, The Street, Effingham

Pitched roof single storey rear extension following demolition of rear flat roof extension

No Comments

Cell Ref 137099 - Radio Base Station, Lower Road, Fetcham, Leatherhead

Proposed upgrade to existing radio base station. Invite to consultation on proposal prior to planning application

No Comments

Previous Applications

13/P/00856 - Kintyre Cottage, Heath View, East Horsley

13/P/00835 - The Spinney, Beech Avenue, Effingham

13/P/00629 - Honey pots, Lower Farm Road, Effingham

13/P/00886 - Longacre, Guildford Road, Effingham

Approved

Approved

Approved

Refused

Other Planning Matters

Care Home Appeal

Minton have taken the Care Home proposal to appeal and have been granted a Public Inquiry for Nov 2013. The grounds for appeal are publically

available and the council will submit its previous objections to the appeal and inquiry to the deadline of 23 Aug 2013. **CR**

Bookham Vanguard Green Belt Review

Following the discussion at the opening of the meeting, the council resolved that the Council would meet with Bookham Vanguard but with an amendment to the original motion removing the requirement for information to be provided beforehand to answer Q1 with the proviso that all items detailed on the council meeting agenda are addressed at the liaison meeting. Proposed by Cllr Hogger, seconded by Cllr Lightfoot and agreed.

Clerk to arrange meeting with Cllrs Pindar, Symes, Hogger, Moss and Lightfoot to attend. **CR**

Crosslands Forge, Beech Avenue

The owner of this site would like to meet with members of the Parish Council to discuss their proposed plans. Clerk to offer short presentation slot at Council meeting. **CR**

Reports & Correspondence

ERRA

A discussion paper has been circulated by ERRA. Its proposals on meeting and communication format and on the retention of the Road Representatives were welcomed by the council. Cllrs Pindar and Hogger to attend meeting at 30 July 20103 **AP
LH**

Community Ideas Database

GBC are updating the Community Ideas database which records community ideas for small environmental works in the local area for potential funding from future S106 agreements. Cllr Bell to review current projects. For discussion on the next agenda **CB
CR**

121.13 HIGHWAYS & TRANSPORT

Current Highways Matters

Review the Impact of Cycling Activities

With increasing cycling traffic on the roads around Effingham and two large cycling events in July and August the Council resolved to send a representative to the Parish Council cycling forum meeting hosted by on Mon 29th July. Cllr Moss to attend. **PM**

Reports & Correspondence

None

122.13 VILLAGE PLAN

Minutes of the Steering Committee

No meeting to report

Progress Report

Task & Finish

Task & Finish meeting held at 18 July 2013. A draft Engagement Strategy

was circulated for and agreed as Engagement Principles.
Draft Documentation Protocol and Terms of Reference documents to be presented at the next Council meeting.
The next Task & Finish meeting is scheduled for 15 August 2013.

AP
LH

Budget & Expenditure

Budget	£6899
Total spend to 25.6.13	£869.70
Expenditure from 25 Jun - 16 Jul 2013	Nil
Total spend to 16.7.13	£869.70

Other Matters

None

123.13 GREEN SPACES & VILLAGE AMENITIES

Current Matters

Lengthsman

Cllr Lightfoot and the Clerk attended Joint Communities Committee at 9 July 2013. The lengthsman project was discussed and Surrey County Cllr Barker advised funding of £5K/parish would be requested. There remains work to do on contract and management issues should this project progress.

Woodland Trust Trees

Applications can be made for packs of free trees for planting in November. Clerk to advise volunteer tree warden.

CR

Reports & Correspondence

Love Where You Live

The Clerk advised that Effingham has been allocated two days of work by a two man crew for litter clearing on Beech Avenue and Effingham Common Road in Aug 2013.

S&ES Draft Water Management Plan

This plan is open for public consultation with a deadline for responses of 5 Aug 2013. Cllr Bell to co-ordinate a response.

CB

Jubilee Oak

Watering of the Jubilee oak over the summer is required. Local resident J.Nicholls volunteered to do this with thanks from the Council.

Beech Tree Planting, Guildford Road

Clerk reported that 37 of the 50 beech trees have been damaged by strimming carried out by Guildford Borough Council contractors. Clerk in discussion with the Borough Council.

CR

Wisley Correspondence

Cllr Lightfoot reported from the Joint Communities Committee that issues of anti-social use continue on common land at Wisley and local Parish Councils have been asked to submitted letters of support requesting action. The Council agreed to write.

AL

124.13 REPORTS

Police

Four crimes were reported between 1-21 July 2013 with one assault and three incidents of criminal damage, one of which involved the new swing at the KGV field.

Community Safety

None

Allotments

Annual Gathering held at 16 July 2013 at KGV Hall and issues to be investigated include tree work, improvements to mains water supply, security and development of a community plot.

Access and planning queries have been raised by the new owner of Stocks, The Street whose garden backs onto the allotment site and by allotment holders. Clerk has visited twice to view and for discussions.

Schools

St Lawrence school has responded to the Council's correspondence on a racist bullying incident.

EVRT

AGM held on 9 July at KGV Hall. An additional EGM is planned in Nov 2013 to consider finance and strategic documents.

Home Farm Estate

Guildford Borough Council officers are to meet Home Farm residents in August to discuss future developments for a GBC Master Plan for Home Farm Estate.

Friends of Effingham Common

Cllr Symes confirmed that the next Commoners' day will be 28 Sept 2014.

Smiths Charity

None

Effingham Local History Group

None

Local Government/Admin/Website

NALC

A draft strategy, "A New Future", has been circulated for consultation with all member councils July-Oct 2013. Cllr Lightfoot to co-ordinate a response.

AL

SALC Legal Advice

SALC has pre-purchased a number of hours from Headleys Solicitors at an advantageous rate. Based on urgent issues raised by member councils, time can be drawn down at the discretion of SALC Director.

125.13 CORRESPONDENCE

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

Surrey Clubs for Young People	Annual Review 2012
GBC	Council Agenda 4 July 2013
GBC	Planning Committee Agenda 23 July 2013
SCC	County Council Agenda 16 July 2013
Effingham Parish magazine	Jul-Aug edition
Horsley Directory	Jun-Jul edition
St Lawrence School	Bullying incident
Keith Cornwell	Home Barn Court

126.13 FINANCIAL & ADMINISTRATIVE MATTERS

Closed session for burial ground contract items due to discussion of terms of service for a contractor.

Burial Grounds Maintenance equipment

Discussion held on the ongoing ownership and maintenance of burial grounds equipment used by contractor. It was resolved that the Council would retain ownership of the equipment and responsibility for maintenance and repairs.

Draft Burial Grounds Maintenance Contract

Draft contract to be drawn up following resolution on maintenance equipment. Weekly time recording system for contractor in place.

CR

Q1 draft reconciliation

Noted.

Approval of Cheques

The following cheques were approved and signed:

Clare Ritchie	Clerk salary for July	£1128.19
Phone Co-op	Phone bill	£28.91
EDF Energy	Electricity bill	£318.70
UK Safety Management	PAT testing	£142.80
Society of Local Council	CILCA	£150.00
James Nicholls	Burial Ground	£260.00
Arnold Pindar	Print Costs	£55.00

Reports & Correspondence

Quarterly Risk Assessment report

Noted. The next assessment is due for completion in Sept 2013.

Surrey Voluntary, Community, Faith Sector Forum Update

Clerk attended the forum at 10 July 2013. It focussed on healthcare provision issues and funding. Notes and presentations to be circulated when available.

CR

127.13 NEXT AGENDA

The next meeting will take place on Tuesday 27 August 2013