

MINUTES OF ORDINARY PARISH COUNCIL MEETING OF

Effingham Parish Council

Tuesday 25th April 2017, 8pm KGV Hall, Browns Lane.

Present:

Cllr Pindar (Chair)

Cllr's Cornwell, Hackett, Martland, Mayell, Nicholls & Symes (VC).

Parish Clerk

12 local government electors.

088/17	APOLOGIES FOR ABSENCE: Received from - Cllr's Hogger, Moss & Whiteman. SCC Cllr Bill Barker gave his apologies in person to the clerk, prior to the meeting.
089/17	REGISTER OF INTERESTS & OTHER INTERESTS AFFECTING THIS AGENDA: None
090/17	MINUTES OF THE PREVIOUS MEETING OF 28.03.2017 The minutes were approved and duly signed by Cllr Pindar (Chair)
091/17	MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA: None
092/17	MATTERS RAISED BY RESIDENTS: <u>Orestan Lane / Calvert Road</u> - problems with heavy goods vehicles. Clerk to investigate and report back at next Parish Council meeting. <u>Pot holes on local roads</u> - Clerk to report to SCC Highways any specific requests for highway works. Local residents to be made aware of "Fix My Street" website for urgent reporting purposes. <u>BH/HofE appeal</u> - There was an update request by an EFFRA representative, regarding Highways and the appeal. <u>Orestan Lane Junction</u> - A resident voiced concerns relating to the junction of Orestan Lane with Effingham Common Road. This blind junction was considered more hazardous since the raised mini-roundabout was flattened. Another resident has already reported these concerns to SCC Highways.

093/17	ANNUAL GOVERNANCE STATEMENT 2016/17: The Annual Governance Statement 2016/17 was reviewed and then signed & dated by the Chairman & Clerk.
094/17	PARISH COUNCILS FINANCIAL REGULATIONS: The Parish Council's Financial Regulations were reviewed, and it was now considered necessary to undertake an update, inline with the NALC model (2014). Cllr Symes (VC) confirmed he had already undertaken an initial review with recommendations, and passed this to Cllr Pindar (Chair) to finalise. Target date for new draft Financial Regs to be considered for adoption - 30th May 2017.
095/17	ADOPTION OF A RESIDENT ENQUIRIES POLICY: The draft policy supplied by Clerk was approved by all Councillors for adoption.
096/17 17/P/00473	Planning Matters: New planning applications: The White Cottage, Chapel Hill, Effingham. KT24 5NB Erection of a 3 bedroom detached dwelling with associated access and parking. Effingham Parish Council strongly object to this planning application for the following reasons: <ul style="list-style-type: none"> • The planning application is for land sited in the settlement area of Effingham, however it is also in its Conservation Area. The proposed development site borders four Grade II listed cottages Nos. 3, 4, 5, and 6 Church Cottages and Rookery Cottages. The actual proposed building would be only 1.5 metres away from the boundary of 5 Church Cottages at its closest point and 2.4 metres at its greatest point. As the end wall of the listed buildings is only some 6 metres away from the boundary this would mean that the proposed building would be only some 8-10 metres from the listed building. • It is also proposed to demolish the existing defective brick wall and replace it with a close-boarded fence, which would be totally out of character with the listed buildings and the area. • EPC think these proposals are quite unacceptable and against the principles of the National Policy Planning Framework (NPPF). Furthermore, we believe that the property is out of scale with those around it, for instance the houses in The Steps, being much too large in comparison with them. This would not only damage the setting of the listed buildings but the overall appearance of the Conservation Area and some views from the setting of Grade II* St Lawrence Church and would be lost if this development goes ahead. • The developer notes that the Effingham Draft Neighbourhood Plan accepts limited infill in the Conservation Area and cites the Church Street site where "up to 20" homes are suggested. This site is also in the draft Local Plan. However, the draft Neighbourhood Plan also seeks to protect the Conservation Area and states that "Developments must not harm the significance of or the setting of these assets, nor be of a scale or proximity that harms the historic balance of features within the Conservation Area" as this development would. The Church Street site will be subject to planning, which will determine whether the proposals will adversely affect the Conservation Area and the listed assets and the numbers of any buildings allowed on the site will be determined by that. EPC believes that this will result in a permitted development of up to 20 homes. • EPC also has concerns about the safety of residents if this development was to go ahead. The proposed development includes doubling the width of the driveway to the White Cottage on Chapel Hill to allow access for the new property, which as the name suggests, is a hill. The turning from The Street onto Chapel Hill is a blind

	<p>turning which is difficult at the best of times and this development would substantially worsen the situation.</p> <ul style="list-style-type: none"> • EPC fully supports the Surrey County Council's Heritage Conservation team in requiring a proper archaeological investigation of this site if any development is permitted. • EPC also have serious other concerns regarding the site access and support SCC Highways views in their submission and serious problems in such a narrow road such as Chapel Hill for: the parking for vehicles of site personnel, operatives and visitors; the loading and unloading of plant and materials; and the storage of plant and materials. • Further to this, there is considerable concern regarding the boundary with the Methodist chapel. There is a need to provide a substantial wall to retain the garden of White Cottage, which is significantly higher than that of the chapel and the new driveway, from collapsing into the chapel area, particularly when the construction is taking place and heavy vehicles moving across it. The development could do significant harm to the chapel in many different ways. <p>74 Norwood Road, Effingham. KT24 5NX Part two storey part single storey front extension and single storey side extension. Comment: The proposed development extends to the boundary.</p>
17/P/00638	<p>The Shireburn, Effingham Common Road, Eff/ham. KT24 5JG Demolition of existing utility and part garage and proposed single storey rear extension, mock mono-pitch roof over garage to front elevation and front storm porch with changes to fenestration.</p>
17/P/00659	<p>Comment: Effingham Parish Council's Neighbourhood Plan: (EN4) Dark Skies Policy All proposed developments should have regard to Effingham's current status as a "dark skies" parish, and proposals should avoid light pollution and protect the night-time environment of intrinsically dark areas of village and countryside. Residential development should be designed to minimise light pollution, avoiding the use of unscreened roof-lights or atria.</p>
17/P/00702	<p>Meadowsweet, Heathway, East Horsley. KT24 5ET Demolition of existing double garage and erection of new double garage with additional bin and cycle storage on opposite side of frontage. Reduce size of lean-to. Diversion of part of existing surface water drain. New driveway to access rear of side and construction of a new dwelling with double garage to rear.</p> <p>Objection: The proposal if permitted would create privacy issues for up to 5 adjacent properties. The Parish Council is strongly against "garden grabbing" The proposal is within the Green Belt and so should be awarded protection against development under the NPF section 9 - Protecting Green Belt land.</p> <p>Beagles Den, Dog Kennel Green, Ranmore Comm. RH5 6SS Proposed single storey rear extension, additional dormer</p>

17/P/00718	windows and raising and altering of roof line. No comment.
097/17	Late received planning applications: None
098/17 17/P/00202 17/P/00238 17/P/00273 17/P/00276 17/P/00278 17/P/00279 17/P/00382 17/P/00432	Results of previous planning applications: Ermada , Guildford Road, Effingham. KT23 4HT Proposed erection of a single storey outbuilding with pitched roof and the erection of new access... Approved Pilgrims , Guildford Road, Effingham. KT24 5QA Proposed single storey extension to existing garage and conversion of part of the garage to habitable ... Approved Tap Farm , Orestan Lane, Effingham. KT24 5SJ Change of use from equestrian use to dog day care and training centre (retrospective) Refused Westmoor , Orestan Lane, Effingham. KT24 5SN Certificate of Lawful Development for proposed use to establish whether a single storey rear extension... Refused Effingham Golf Club , Guildford Road Effingham. KT24 5PZ Construction of new security shutters and sidewall to buggy store. Approved Effingham Golf Club , Guildford Road, Effingham. KT24 5PZ Listed Building Consent for construction of new security shutters and sidewall to buggy store. Approved Hawthorns , 23 The Street, Effingham. KT24 5LQ Proposed new infill porch, replacement front gable window and first floor front extension ... Approved Pen Y Bryn , Dirtham Lane, Effingham. KT24 5SD

<p>17/P/00563</p> <p>17/W/00033</p>	<p>Retrospective application for the demolition of a single storey rear element and construction of two-storey rear extension. Refused</p> <p>Land to the east of, Outdowns, Effingham. KT24 5QP Outline application for the construction of a single dwelling with all matters reserved except ... Withdrawn</p> <p>4 Norwood Close, Effingham. KT24 5NY Prior notification for a single storey 4m rear extension, 3.4m in height with eaves ... Prior approval not required</p>
<p>099/17</p>	<p>Other planning matters:</p>
<p>100/17</p>	<p>BH/HofE Appeal It was reported that the Parish Council are now in a very positive position in readiness for the appeal, which is due to commence Tuesday the 16th May. (10am G Live, Guildford). Final supporting paperwork is about to be submitted to the Planning Inspector, and one further meeting with the Parish Council's barrister planned for the 11th May. EFFRA are fully behind EPC in the appeal, and offering support where needed. Outstanding S106 questions are now agreed by all parties.</p>
<p>101/17</p>	<p>Wisley Appeal The Parish Council is working closely with EFFRA regarding the appeal, and is specifically looking at the impacts for Effingham residents that might result from a successful appeal. The Working Group is also working closely with adjoining parishes, and will be a witness not Rule 6 Party at the appeal. Some areas that the Working Group is looking into are - railway travel and associated parking, road congestion and safety, medical facilities, school places and road closures.</p>
<p>102/17</p>	<p>Reports and correspondence relating to other planning matters: None</p>
<p>103/17</p>	<p>Reports from Parish Councillors not included in the above: None</p>
<p>TO CONSIDER FINANCIAL MATTERS:</p>	
<p>104/17</p>	<p>Cheques were approved and signed. See Appendix</p>
<p>105/17</p>	<p>Reports and or correspondence relating to other finance matters: The first installment of the 2017/18 precept has now been</p>

	received from GBC. (£48,523.50)
	EPC's COMMUNITY FUND:
106/17	EFFRA - (Effingham Residents Association) A grant request from EFFRA for printing costs in support of the BH/HofE Appeal was approved by all Councillors. (£207.49)
107/17	ECC - (Effingham Cricket Club) A grant request from ECC for part funding the removal of asbestos sheeting, near to the cricket pavilion was approved by all Councillors. (£400.00)
108/17	<u>For information -</u> Thanks have been received from Kent Surrey Sussex Air Ambulance charity, for the Parish Council's grant of £250 towards operational costs.
109/17	Reports and correspondence relating to other Space / Amenity matters: None
110/17	Reports from Parish Councillors not included in the above: None
	NEIGHBOURHOOD & LOCAL PLANS
	To receive updates, if any:
111/17	<u>Effingham Neighbourhood Plan from ENPAG:</u> Effingham's Neighbourhood Plan has reached regulation 15 status, having been recently submitted to Guildford Borough Council. The consultation period is for 20 days commencing 20th March 2017.
112/17	<u>GBC's Local Plan:</u> Guildford Borough Council's Local Plan timetable: June-July 2017 - further targeted public consultation, asking for comments about the proposed changes to the plan. December 2017 - submission to the planning inspectorate for examination (Regulation 22) February 2018 - Pre-examination meeting April 2018 - Examination in public - hearings (Regulation 24) December 2018 - Anticipated adoption (Regulation 26)
113/17	<u>East Horsley Neighbourhood Plan 2017 – 2033 Regulation 14 Consultation</u>

	Effingham Parish Council have made a Regulation 14 submission to East Horsley's Neighbourhood Plan 2017-2033. Although supportive of the majority policies, objections were made regarding the designation of Effingham Junction rail station as a public transport interchange, and the redevelopment of Newmarsh Farm.
	HIGHWAYS & TRANSPORT
114/17	Current highway matters: None
115/17	Reports and correspondence relating to other Highway Matters: Quotations for verge works on the Lower Road were considered from 3 local contractors, and the one from D.B.Garden Services approved - subject to permission by SCC Highways (£350.00).
116/17	A decision on tree thinning on the A246 was deferred, whilst waiting on further quotations. <u>For information -</u> The Clerk has reported to Surrey County Council Highways Department, Parish Council concerns regarding the sale of vehicles to the side of the A246. (SCC ref - ME354136)
117/17	Reports from Parish Councillors not included in the above: None
	COMMUNICATIONS WORKING GROUP:
118/17	Cllr Hacket updated the Parish Council following the first meeting of the Communications Working Group. He advised this first meeting was a brain storming exercise, and that the approaches taken by other local Parish Councils were being considered. Possible communication platforms being assessed were an email alert system as used in Brockham, and a regular publication such as in Ripley & Send. The next CWG meeting is planned to take place after the BH/HofE appeal.
119/17	REPORTS
	Reports received:
119/17a	Police and community issues: Crime figures for February 2017 (x12):

	<p><u>On or near:</u> Effingham Common Rd (ECC) Lower Road Lindens Close Guildford Road Guildford Road Yew Tree Walk Middle Farm Close Lutchens Close Lower Road Orestan Lane Orestan Lane</p>	<p>Other theft Burglary Anti-social behaviour Anti-social behaviour Other theft Criminal damage and arson Anti-social behaviour Other theft Burglary Anti-social behaviour Violence & sexual offences (x2)</p>
119/17b	Allotments None	
119/17c	Burial Ground None	
119/17d	Schools Cllr's Pindar & Hackett agreed to make contact with the Howard of Effingham School, regarding Year 11 celebrations - and the issues in 2016 at the KGV playing fields.	
119/17e	Home Farm West - Calvert and Chester Roads None	
119/17f	Friends of Effingham Common None	
119/17g	Smith's Charity None	
119/17h	Effingham Local History Group None	
119/17i	Local government / admin matters None	
119/17j	Update for Risk None	
119/17k	Parish Rooms Cllr Cornwell high lighted Sue Morris's recent hard work in the Parish Room relating to historic filing issues, and was keen to see the Parish Council remunerated her appropriately for her time.	
119/17l	Effingham Village Recreation Trust Cllr Nicholls queried if there was a meeting due between the	

	Parish Council & the Managing Trustees. Clerk to enquire and report back at the next PC meeting.
120/17m	Reports from Parish Councillors not included in the above: To consider ways of encouraging the update of grants from the Community Fund, by local groups and organisations - was deferred until the next Parish Council meeting.
	CORRESPONDENCE
121/17	Correspondence received since the last Parish Council Meeting: None
	NEXT AGENDA
122/17	Parish business noted for the Agenda of the next meeting: 120/17m
	Next meeting - Annual Parish Meeting - 30th May 2017

Cheque No.	To -	Description	£ (vat)	Authority
300190	The Phone Co-op	Parish room broadband & phone	0046.50 (7.75)	LGA 1972 s.111
300191	BTS Copiers	Parish Room copier charges	0447.25 (74.54)	LGA 1972 s.111
300192	Countywide Grounds Maintenance	Burial Ground maintenance March 2017	0210.00 (35.00)	Open Spaces Act 1906, s.9 and 10
300188	Jon Short	Clerk Wages (monthly)	1373.13	LGA 1972 s.112
300189	Jon Short	Clerk reimbursements	0103.73	LGA 1972 s.112
300193	Surrey Pension Fund	Clerk Pension (monthly)	0579.36	LGA 1972 s.112
300194	EVRT	Service Level Agreement - 1st qtr April - June 2017 Maintenance Capital Repl Fund	2250.00 0750.00 3000.00	Local Government (Miscellaneous Provisions) Act 1976, s.19 (provide & equip)

Community Fund / outsourced printing / memberships / legal / other

300195	Surrey Litho Ltd	Printing - NP Brochure x30	0276.00	1972 s.111
300196	Crane & Associates	Architectural services	4800.00 (800.00)	1972 s.111
300197	Ms Leanne Buckley-Thomson	Advising in Conference 30/03/17	0400.00 (66.67)	1972 s.111
300198	Mr Scott Stemp	Advising in Conference 30/03/17	0800.00 (133.33)	1972 s.111
300199	Surrey ALC Ltd	Memberships - SALC 2017/18 NALC 2017/18	0639.30 0145.50 0784.80	1972 s.111
300200	Dyer & Son Ltd	BH/HofE Appeal Posters (to be approved)	0024.00 (004.00)	1972 s.111
300201	EFFRA	2000 Appeal Flyers A4 single sided 50 x A3 laminating pouches	0175.00 (29.17) 0008.49 (00.00) 0183.49	1972 s.111
300202	Ms Leanne Buckley-Thomson	Preparation for planning appeal 24.04.17 ===== Brief on Planning Inquiry 16.05.17	2000.00 (333.33) 1800.00 (300.00) 3800.00	1972 s.111
300203	Mr Scott Stemp	Preparation for planning appeal 24.04.17 ===== Brief on Planning Inquiry 16.05.17	4000.00 (666.67) 3600.00 (600.00) 7600.00	1972 s.111
300204	Dale Valley Training	Tree Survey & inspection Course - Cllr Whiteman	0186.00	1972 s.111