

MINUTES OF ORDINARY MEETING OF EFFINGHAM PARISH COUNCIL

8.pm, Tuesday 25 June 2013

King George V Hall, Browns Lane, Effingham

Present

Cllr Pindar – Chair

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

SCC Cllr Barker

3 local government electors

Clare Ritchie – Parish Clerk

102.13 APOLOGIES FOR ABSENCE

Cllr Moss – Family illness

103.13 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

Cllr Bell declared an interest as a neighbour in planning application at 2 Church Cottages

Cllr Symes declared an interest as a neighbour in planning application at Kintyre Cottage, Heath View

104.13 MINUTES OF THE PREVIOUS MEETING

The minutes of the Annual Parish Council meeting held at 28 May 2013 were agreed and signed.

105.13 MATTERS ARISING FROM THE PREVIOUS MINUTES

There were no matters arising from the minutes that were not covered by the agenda elsewhere.

106.13 MATTERS RAISED BY RESIDENTS

Two residents of Church Street advised that the owner of 2 Church Street had demolished the flint wall between the property garden and the road that afternoon. The material from the wall remains in the garden of the property and had not been removed. This work had caused traffic congestion and had damaged the post and gate to 1 Church Cottages. The work was carried out with no consultation or notification and appears to have no planning permission. Cllr Hogger confirmed that planning permission would be required for such work to a historic wall and within a Conservation Area.

Cllr Bell declared an interest and made a statement that he had contacted GBC Planning Enforcement. Cllr Bell withdrew from the discussions.

Local residents were advised to contact GBC Planning Enforcement and, if there had been criminal damage to property, to contact the Police. EPC will

also contact GBC Planning and Planning Enforcement to discuss.

IS

107.13 PLANNING MATTERS

New Planning Applications

13/T/00117 – 36 Middle Farm Place, Effingham KT24 5LA

Fell Leylandii tree in corner of rear garden (Effingham Conservation Area)

No Comments

13/P/00835 – The Spinney, Beech Avenue, Effingham KT24 5PJ

Single storey side & rear extension & enlargement of existing sitting room rear bay window following demolition of existing car port & conservatory.

No comments

13/P/00836 – 7 Leewood Way, Effingham KT24 5JN

Two storey side extension

No comments

13/P/00856 – Kintyre Cottage, Heath View, East Horsley KT24 5ED

Erection of a single storey side extension following demolition of existing garage

No comments

13/P/00975 – The Orchard House, Beech Avenue, Effingham KT24 5PJ

Single storey side extension to provide accommodation for grandparents

No comments

13/P/00965 - Pen 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.

No comments

13/P/00866 – Longacre, Guildford Road, Effingham KT24 5QE

Certificate of Lawfulness for a proposed development to establish whether a single storey side extension would constitute permitted development
For information only, no consultation

13/P/00967 – Cheyme Cottage, Manor House Lane, Bookham KT23 4EJ

Certificate of Lawfulness for proposed development to establish whether a two storey rear extension constitutes permitted development
For information only, no consultation

13/P/00682 – 2 Church Cottages, Church Street, Effingham KT24 5LZ

Amended application for first floor addition to rear elevation together with enlarged shed, parking space and gates.
Application withdrawn

Previous Applications

13/P/00609

Ashram, Mount Pleasant, Effingham KT24 5NS – **Approved**

13/P/00635

Blossden Cottage, Salmons Road, Effingham KT24 5QJ – **Refused**

13/P/00218

Longacre, Outdowns, Effingham KT24 – **Refused**

13/P/00557 & 00558

Crocknorth House, Crocknorth Road, East Horsley KT24 5TG – **Approved**

13/P/00748

12 Victory Cottages, Guildford Road, Effingham KT24 5NN – **Approved**

Other Planning Matters

12/P/02164 – Summerdown Manor, Critten Lane, Effingham RH5 6ST

Formation of a new access drive together with timber posts and rail fencing. An appeal has been lodged with submission deadline of 5 July 2013.

Previous comments to be submitted to the Appeal.

CR

Reports & Correspondence

ERRA

The ERRA committee have recently proposed that the organisation disbanded due to waning interest and participation in committee meetings and activities. The chair is preparing a discussion paper on the future of the group and has invited comments. Cllr Pindar to respond on behalf of EPC to communicate the value of independent views on planning issues and the road warden network.

AP

GBC Planning Enforcement Consultation

GBC have requested feedback on what improvements could be made to enforcement reporting and training. Clerk to feedback suggestions by deadline of 12 July 2013.

CR

GBC Traveller Strategic Housing Land Availability Assessment

GBC are inviting feedback on the proposed methodology to be used for the assessment and suggestions for development land for traveller accommodation. Cllrs Hogger and Lightfoot to respond on behalf of EPC.

LH

AL

108.13

HIGHWAYS & TRANSPORT

Current Highways Matters

None

Reports & Correspondence

Beech Avenue Closure

Cllr Wetenhall problems with lack of notification and signage during the recent road closure by BT of Beech Avenue to SCC Cllr Barker. Cllr Barker to investigate and Cllr Wetenhall to feedback problems to BT.

BB

JW

Beech Avenue Cyclists

Cllr Wetenhall reported that Beech Avenue residents are concerned about

the volume and speed of cyclists using Beech Avenue in a peloton fashion. SCC Highways to be asked to carry out a safety survey and to better investigate signage.

JW

Tour of Britain

This event will be coming through East Horsley on 21 Sept 2013 with Crocknorth Road as one of the designated hill climbs. The road will be closed from 11am with the race due to pass through at 12.30pm on a rolling road block.

Chester Road Resurfacing

To be discussed under Home Farm reports

109.13 VILLAGE PLAN

Minutes of the Steering Committee

No meeting to report

Progress Report

Task & Finish

A Task & Finish meeting was held at 21 June 2013. The meeting proposed that, with the timescales of GBC's local plan consultation work and the increasing profile of the Green Belt review process, there was a need for the Village Plan timetable to be amended, firstly to fit in with the Borough timetable and secondly, to be able to concentrate limited Parish Council resources on ensuring the village has full and proper input into the green belt review and its potential impact on the neighbourhood planning and housing processes. A revised timetable was proposed and agreed by the Parish Council.

Task & Finish Meeting	18 July 2013
EPC Meeting	July 2013
Draft Village Plan Newsletter	Aug 2013
Distribute Village Plan Newsletter & Chairman's Newsletter	Sept 2013
Public Meeting	Mid/End Oct 2013
Respond to GBC Local Plan Consultation	Oct/Nov 2013
Village-wide survey & Housing Needs survey	April/May 2014
Locality funding application	TBC

The Clerk is to compile a library of all current village plan documentation produced. All Cllrs to forward documents to the Clerk

All

Village Day Event

Thanks were given to Cllrs Pindar, Symes and Moss for staffing the stall at this event. Over 100 residents can to discuss the Village Plan and 8 contact details were received and have been added to the volunteer list.

Budget & Expenditure

Expenditure to date on launch and Village Day events is £869.70

Other Matters

Cllr Hogger's correspondence with Bookham Vanguard as a GBC Councillor to highlight the need for consultation with Effingham and for co-operation across boundaries in their green belt review was circulated. It was agreed that Cllr Pindar would write on behalf of EPC. All correspondence to be copied to Mole Valley District Council.

AP

Cllr Hogger to arrange a meeting for EPC, Bookham Vanguard, GBC and Mole Valley District Council.

LH

110.13 GREEN SPACES & VILLAGE AMENITIES

Current Matters

None

Reports & Correspondence

Guildford Walkfest

Sarah Peskett will be leading a 6m walk around Effingham on 15 July as part of Walkfest and hopes to use it to identify possible volunteers for Rights of Way reporting in the future.

Lengthsman

Cllrs Symes and Lightfoot have attended recent SALC meetings on the lengthsman project. It appears the project can only properly work if done in conjunction with other Parish Councils and Cllr Lightfoot will discuss at the next Joint Communities meeting. As a project it is likely to have significant admin, management and cost implications.

AL

Community Fund

No further applications received

111.13 REPORTS

Police

None

Community Safety

None

Allotments

Vacant plots in the process of being re-let. Annual social gathering scheduled for 16 July at KGV Hall.

Schools

Howard of Effingham has launched a new consultation with parents. EPC to schedule meetings with Howard of Effingham and St Theresa's schools for September 2013

CR

EVRT

AGM to be held on 9 July at KGV Hall with an additional AGM in Nov 2013 to consider accounts.

Custodian Trustee meeting to follow EPC meeting

Home Farm Estate

PHFCC meeting took place at 24 June 2012.

GBC have approved funding of £95K for the resurfacing of Chester Road but PHFCC wish to meet with GBC to discuss exactly how this money can be used to best effect to ensure there is a full understanding of the issues at Chester Road and the views of the residents. Effingham Parish Council will also submit a letter to highlight the issues to be addressed at Chester Road.

LH

A resident highlighted a recent incident of racial bullying where a Gypsy pupil at St Lawrence School had suffered abuse both at school and in the village by pupils from the Howard of Effingham School. EPC to draft letter to Howard of Effingham.

CR

Friends of Effingham Common

Cllr reported that a meeting had been held with GBC to discuss the Next Commoners’ day which will be held on 28 Sept 2014 to allow sufficient planning and promotional lead times.

There is an AGM on either 25/26 Sept (TBC) at the Cricket club.

Smiths Charity

None

Effingham Local History Group

Meeting planned for 2 July to discuss projector screen specification

Local Government/Admin/Website

GBC have confirmed that there were no requests for an election for EPC second councillor vacancy and therefore co-option can be used

112.13

CORRESPONDENCE

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

GBC	Statement of Principles on licensing gambling activities consultation 2012/13 Report of the Borough Honorary Remembrancer Planning Committee agendas 11.6.13 & 2.7.13
St Theresa’s School	Prize giving invitation
Nescot	Summer fair & Open Day information
Effingham Community	Press release
First Responders	
Guildford Vision	Press release
Wisley Airfield Action Group	Update newsletter & funding request
Open Spaces Society	Annual Report & Accounts 2012

Surrey County Council	Local Committee Agenda 19.6.13
Guildford	Summer newsletter
Environmental Forum	
Affinity Water	Water Resources Management Plan Consultation
Horsley Directory	June/July edition
Surrey CA	June Newsletter

113.13 FINANCIAL & ADMINISTRATIVE MATTERS

Current Financial/Administrative Matters

Recruitment of New Councillors

AP

There are now two vacancies available for co-option. Cllr Pindar to speak to Village Plan volunteers and ERRA members to gauge interest in the vacancies

Internal Audit Report

This was carried out at 6 June 2013. The internal Audit report was noted and the Annual Return for the external audit was agreed and signed by the Council.

CR

GBC Concurrent Grant Aid Funding Bid

It was resolved to submit a bid to GBC's Concurrent Grant Aid programme for a new projector screen(s), audio equipment and storage for the KGV hall. A grant will cover up to 50% of costs and EPC will match fund up to a limit of total project cost of £10K. Cllr Hogger, S.Morris and Clerk to prepare application for submission to 17 July deadline.

LH

SM

CR

Approval of Cheques

The following cheques were approved and signed:

Clare Ritchie	Clerk salary for June	£1128.19
Clare Ritchie	Expenses Apr-Jun	£211.53
Post Office Ltd	Tax & NI Apr-Jun	£367.45
James Nicholls	Burial Ground Maintenance	£260.00
Andrea Lightfoot	Print expenses	£322.70
Phone Co-op Ltd	Telephone bill	£29.78
Shaw & Sons Ltd	Burial Register Book	£42.00
BTS Ltd	Photocopier rental	£59.40
Peter J Consultants	Internal Audit	£164.00

Reports & Correspondence

PAT testing for the Parish Room is scheduled for 27 June 2013.

114.13 NEXT AGENDA

The next meeting will take place on Tuesday 23 July 2013 and not 30 July, due to Clerk Annual Leave.