

MINUTES OF ORDINARY PARISH COUNCIL MEETING OF

Effingham Parish Council

Tuesday 25th October 2016, 8pm KGV Hall, Browns Lane.

Present:

Cllr Symes (acting Chair)

Cllr's Cornwell, Hackett, Hogger, Martland, Mayell, Moss, Nicholls, Symes & Whiteman.

Parish Clerk

SCC Councillor Bill Barker

1 local government elector

268/16	APOLOGIES FOR ABSENCE: Cllr Pindar (Chair)
269/16	REGISTER OF INTERESTS & OTHER INTERESTS AFFECTING THIS AGENDA: Cllr Hogger declared an interest as a member of Guildford Borough Council's Planning Committee, and therefore doesn't comment on planning applications and as an EVRT Managing Trustee regarding items covering EVRT. Cllr Martland declared an interest in planning application 16/P/01974 (Orestan Lane) Cllr Hackett declared an interest in planning application 16/P/02040 (Strathcona Ave)
270/16	MINUTES OF THE PREVIOUS MEETING OF 27th SEPTEMBER 2016: Additional text was added to minute 262/16k & then afterwards approved and duly signed by the acting Chair Cllr Symes.
271/16	MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA: None
272/16	TO CO-OPT NEW COUNCILLORS: Effingham Parish Council welcomed Alison Mayell and Martin Whiteman to the Parish Council. Cllr Pindar (Chair) sent his apologies for not being able to welcome the new councillors in person.

	Co-Opted Parish Councillors signed the Declaration of Acceptance of Office and then completed & signed the Register of Interests for Parish Councillors and co-opted Parish Councillors .
273/16	MATTERS RAISED BY RESIDENTS: None
274/16	Planning Matters: New planning applications considered:
16/P/01971	1 Ranmore Meadows , Crocknorth Road, Dorking. RH5 6SL Loft conversion single storey ground floor rear kitchen extension single storey ground floor front/side study extension associated interior alterations. Comment - Effingham Parish Council is against development where properties are increased in height to 3 stories. EPC's EN4 Dark Skies policy within their emerging Neighbouring Plan proposes that development should be designed to minimise light pollution, avoiding the use of unscreened roof-lights or atria.
16/P/01974	Hares Holt , Orestan Lane, Effingham. KT24 5SN Proposed ground floor rear and side extension and a loft conversion with a rear/side dormer and two front velux windows Comment - Effingham Parish Council is against development where properties are increased in height to 3 stories. EPC's EN4 Dark Skies policy within their emerging Neighbouring Plan proposes that developments should be designed to minimise light pollution, avoiding the use of unscreened roof-lights or atria.
16/P/02027	The Beeches , Beech Avenue, Effingham. KT24 5PJ Proposed erection of a detached garage Comment - The proposed garage would be sited in front of the building line.
16/P/02031	Effingham Post Office , The Street, Effingham. KT24 5LQ Proposed single storey rear infill extension and first floor side and rear extension to form 1 x 1 bed and 1 x 2 bed units and the retention of retail space. Alterations to elevations. Creation of parking area, bin store and cycle store with extension of driveway to rear of the site following demolition of existing of existing garage and outbuildings.

	<p>Comment - The Parish Council are supportive of developments that include smaller dwellings, they do however question the Heritage Statement that suggests the Post Office was originally a residential property, and request that GBC consider EPC's EN4 Dark Skies policy within their emerging Neighbouring Plan proposing that developments should be designed to minimise light pollution, avoiding the use of unscreened roof-lights or atria.</p>
16/P/02040	<p>52 Strathcona Ave, Bookham, Leatherhead. KT23 4HP Proposed front porch and part first floor rear extension. No comment</p>
16/C/00003	<p>Phone Box, outside Sub Post Office, The Street, Effingham. Consultation from BT for the removal of public phone kiosk. No comment</p>
275/16	<p>Late received planning applications considered:</p>
16/T/00243	<p>Clamp Rough & Gallows, Old Lane, Cobham. Various tree works. No comment</p>
276/16	<p>Results of previous planning applications:</p>
16/P/01568	<p>Denene, Orestan Lane, Effingham, Leatherhead. KT24 5SN Single storey rear extension. Approved</p>
16/P/01607	<p>3 Mount Pleasant, Effingham, Leatherhead. KT24 5NS Certificate of Lawfulness for existing use to confirm that the rear roof extension has been substantially completed for more than 4 years Refused</p>
16/P/01657	<p>Land adjacent to Orestan Farmhouse, Orestan Lane. Proposed barn extension Approved</p>
16/P/01658	<p>Old Westmoor Cottage, Orestan Lane, Effingham. KT24 5SP Listed building consent for the replacement of existing windows Approved</p>
16/P/01683	<p>53 Strathcona Ave, Bookham, Leatherhead. KT23 4HW Single storey rear extension. Refused</p>

<p>16/P/01691</p>	<p>Morcotta, Lower Farm Road, Effingham. KT24 5JJ Certificate of Lawfulness for a proposed development to establish whether a loft conversion incorporating a rear dormer would constitute permitted development Approved</p>
<p>16/P/01694</p>	<p>Morcotta, Lower Farm Road, Effingham. KT24 5JJ Certificate of Lawfulness for a proposed development to establish whether a single storey rear extension following demolition of existing rear extension would constitute permitted development Refused</p> <p>Late received results:</p>
<p>16/P/01749</p>	<p>Burnside, Heath View, East Horsley, Effingham. KT24 5EA Two storey side extension following demolition of existing garage. Approved</p>
<p>16/P/01765</p>	<p>The Orchard House, Beech Avenue, Effingham. KT24 5PJ Variation of conditions. (14/P/02071) Approved</p>
<p>16/P/01784</p>	<p>Beagles Den, Kennel Road, Ranmore Common. RH5 6SS Use of the existing building as a dwelling. (Retrospective) Approved</p>
<p>277/16</p>	<p>Other planning matters considered:</p> <p><u>New Enforcement Cases</u></p> <p>EN/16/0291 Tap Farm, Orestan Lane, Effingham. KT24 5SJ Alleged unauthorised change of use from equestrian activity - dog day care</p> <p><u>Resolved Enforcement Cases</u></p> <p>EN/13/00311 Tollgate Farm, Guildford Road, Effingham. KT24 5QL Allegation that a silo has been constructed at the rear of the site, area of hard standing has been constructed and a barn erected without planning permission. Breach resolved</p> <p>EN/15/0335 Land adjoining Two Firs, Calvert Road, Effing. KT24 5SG Alleged unauthorised use as a scrap yard and hours of operation. No breach established</p>

	<p>The working group will be formed by 3 Parish Councillors, 2 EVRT Managing Trustees with additional support provided by EVRT Hall Manager Bob Austen.</p> <p>Councillors Moss, Mayell and Whiteman agreed to represent the Parish Council within the group, and the Clerk instructed to formally invite 2 EVRT Trustees to join the working group.</p> <p>The Parish Council agreed a budget of up to £6000 to finance the necessary surveyor / architect fees.</p> <p>The Chairman and Vice Chairman would sign off (act as a check and balance) on any recommendation of expenditure by the Working Group. In the absence of the Vice Chairman Cllr Cornwell would act in his place.</p> <p>Expenditure would be allocated from the EPC Community fund.</p> <p>Cllr Hogger updated the Parish Council regarding the appointment of a Heritage Expert and recent meetings at GBC with John Busher & Tim Dawes. There was also an update on timetable deadlines, including the one for the Parish Council's Proof of Evidence document.</p> <p>Note - Cllr Nicholls left the meeting before the decision was made on the parish council's representation on the Working Group, and before any decisions were taken by the parish council on this business item.</p>
279/16	<p>Reports from Parish Councillors not included in the above:</p> <p>None</p>
	TO CONSIDER FINANCIAL MATTERS:
280/16	Cheques were approved & signed (see appendix)
281/16	<p>Reports and or correspondence relating to other finance matters:</p> <p>Parish Council Bus Shelters -</p> <p>Aldrich Gardening has provided quotations to refurbish two of the Parish Council's Bus Shelters.</p> <p>Cllr Whiteman was asked to consider if the quotations provided value for money, and advise the Clerk accordingly.</p> <p>The Clerk was given delegated authority to instruct the contractor.</p>
282/16	<p>Heritage Expert</p> <p>The following vire-ing across of Parish Council funds, to finance a Heritage Expert for the BH/HofE Appeal was approved.</p> <p>From (Ear Marked Reserves)</p>

	Neighbourhood Plan £6000.00 Community Fund £0350.00 <u>£6350.00</u> <u>To</u> (Ear Mark Reserve) Legal Contingency <u>£6350.00</u>
283/16	Reports and correspondence relating to other Space / Amenity matters: None
284/16	Reports from Parish Councillors not included in the above: None
285/16	VILLAGE & LOCAL PLANS Updates received: None
286/16	NEIGHBOURHOOD PLAN Updates received from ENPAG ENPAG confirmed that the Neighbourhood Plan Health Check was almost completed, with the results expected shortly. It was also reported that replies to the Regulation 14 representations, resulting from the Neighbourhood Plan Survey were now almost completed.
	HIGHWAYS & TRANSPORT
287/16	Current highway matters: None
288/16	Reports and correspondence relating to other Highway Matters: None
289/16	Reports from Parish Councillors not included in the above: The issue of cars for sale on the Public Highway was discussed, and enforcement options considered. The Highways & Traffic Working Group have received generous offers of assistance from local residents to assist in a traffic survey due to commence w/c 31th October 2016.
	REPORTS

290/16	Reports received:
290/16a	<p>Police and community issues - August 2016</p> <p>Dirtham Lane - Anti-social behaviour Calvert Road - Violence & sexual offences Orestan Lane - Criminal damage & arson Lutchens Close - other theft Mount Pleasant - Burglary</p> <p>The Crossroads - Anti-social behaviour, Public order, Vehicle Crime Yew Tree Walk - Burglary (x2) Crossways - Burglary (x2) Barnes Wallis Close - Violence & sexual offence</p>
290/16b	<p>Allotments</p> <p>Rental requests have now been sent for 2016/17. The Clerk is looking at solutions to a hedge encroachment from a neighbouring property and the disposal of a small amount of fly tipping.</p>
290/16c	<p>Schools</p> <p>None</p>
290/16d	<p>Home Farm West - Calvert and Chester Roads</p> <p>None</p>
290/16e	<p>Friends of Effingham Common / 2016 Commoners Day</p> <p>The 2016 Commoners Day was considered to be an outstanding success with record numbers of visitors. High lights were - a mobile climbing wall, face painting, nature trail, guided tours and local group stalls. The bbq was well received by visitors (special thanks to Bevans Butchers), along with tea and cake at the Cricket Club. The Mayor and Mayoress enjoyed their visit with a special guest appearance of Immoovate (the Mayor's Civic Cow). GBC's Countryside Team did outstanding work for the event supported by Effingham Parish Council, and The Friends of Effingham Common. Possible future dates - 23rd or 30th September 2018. A letter of thanks has been received by Cllr Pindar from GBC's mayor Cllr Gordon Jackson, for his invitation to the 2016 Commoners Day.</p>
290/16f	<p>Smith's Charity</p> <p>None</p>
290/16g	Effingham Local History Group

	A representative from ELHG confirmed the date of the WW1 exhibition as Saturday 3rd December 2016, at the KGV Hall.
290/16h	Local government / admin matters The Parish Council debated the Government's Proposed extension of Referendum Principals to certain local councils, and was strongly against the proposal. The Clerk was instructed to respond reflecting the Parish Council's views.
290/16i	Receive Updates for Risk Following a recent hardware failure, the Parish Council is exploring backup options for the Parish Council computer.
290/16j	Parish Rooms None
290/16k	Effingham Village Recreation Trust None
291/16	To receive reports from Parish Councillors if any: None
	CORRESPONDENCE
292/16	Correspondence received since the last Parish Council Meeting:
293/16	The Clerk has received correspondence from GBC regarding the Rateable Value of the Parish Council Burial Ground, which is due to increase from £179 to £193 in 2017.
294/16	The Clerk has received correspondence from BT regarding the lack of super fast broadband coverage in the Beech Avenue / St.Terasas School area of the village. It was decided that no action would be taken at this time.
295/16	A letter has been received from Campaign to Protect Rural England (CPRE) regarding a donation request, it was decided not to make a donation at this time.
296/16	The Clerk has received a letter from a local resident regarding a boundary dispute and Ragwort and the Golf Club. A request for further details has been made by the Clerk.
296/16a	The Parish Council has received a funding request from the Butterfly Conservation charity, to help conserve and celebrate the Small Blue butterfly. It was decided not to make a contribution at this time.

	NEXT AGENDA
297/16	Parish business for the Agenda of the next meeting:
	Next meeting - Tuesday 6th December 2016 8pm KGV Hall

Appendix

280/16 Cheques signed

<u>Cheque No.</u>	<u>To -</u>	<u>Description</u>	<u>£</u>	<u>Authority</u>
300112	The Phone Co-op	Parish room broadband & phone	0050.50	(8.42)
300113	BTS Copiers	Parish Room copier charges Jun-Sept	0377.00	(62.83)
300114	Countywide Grounds Maintenance	Burial Ground maintenance September 2016	0210.00	(35.00)
300115	Jon Short	Clerk Wages October 2016	1363.81	
300116	Jon Short	Clerk reimbursements	0237.31	
300117	Surrey Pension Fund	Clerk Pension (monthly)	0579.28	

Community Fund / outsourced printing / memberships / legal / other

300118	Cornwell Limited	Annual service charge	0300.00	
300119	Fire Protection Services	Annual service charge - fire extinguisher	0044.15	(07.36)
300120	Mrs Leanne Buckley-Thomson	Advising at conference 13.07.16	0420.00	(70.00)
300121	Mr Scott Stemp	Advising at conference 13.07.16	0780.00	(130.00)
300122	Data Input	NP Survey	0036.00	
300123	SSALC	SALC AGM & Conference 2016	0024.00	(04.00)

Signed(Arnold Pindar Chair)

Date 6th December 2016