

MINUTES OF ORDINARY MEETING OF EFFINGHAM PARISH COUNCIL

8.00pm, Tuesday 26th January 2016
King George V Hall, Browns Lane, Effingham.

Present

Cllr Pindar - Chair

Cllr Brazil, Cllr Cornwell, Cllr Hackett, Cllr Hogger, Cllr Martland, Cllr Moss,
Cllr Nicholls and Cllr Symes (VC)

Parish Clerk

9 local government electors

001/16	APOLOGIES FOR ABSENCE Surrey County Councillor (SCC) Cllr Bill Barker & Cllr Lightfoot
002/16	REGISTER OF INTERESTS AND 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 Brazil and Nicholls declared an interest as members of the Surrey Gypsy Traveller Forum. Cllr Martland declared an interest in planning application 16/P/00075 as he is also a resident of Orestan Lane.
003/16	MINUTES OF PREVIOUS MEETING The minutes of the previous Parish Council meeting 5th January 2016 were agreed and signed.
004/16	MATTERS ARISING FROM THE PREVIOUS MINUTES None
005/16	MATTERS RAISED BY LOCAL RESIDENTS None
006/16	EFFINGHAM PARISH COUNCIL'S STANDING ORDERS It was agreed by all Councillors to adopt the new Standing Orders for Effingham Parish Council, subject to editorial changes. It was agreed to draft Freedom of Information (FOI), Press and other Policies for future adoption. (Cllr Symes)
	PLANNING MATTERS
007/16	New planning applications
15/P/02442	Post Office , The Street, Effingham. KT24 5LQ Proposed change of use of ground floor post office and ground and first floor residential accommodation to four x 2 bedroom flats including alterations to the front elevation, first floor side and rear extensions following demolition of existing garage and outbuildings. Creation of parking area, bin store and cycle store to the rear and extension of driveway. Previous application 15/P/01864

15/P/02442

OBJECTION

· It is still an over-development of a small site and building. It will still result in some premises that are out of character with the buildings around it. The resulting building would be overbearing and the layout and density of the building unacceptable for this location.

· The building is one of the village shops and locally we have still seen no evidence that a strong attempt has been made to let the shop as another retail business, for instance there has been no board advertising its availability on the building itself. The marketing information given as supporting evidence to the application showed that the property had not been marketed substantially. To the contrary, many villagers were led to believe that a replacement window company was going to open there and notices in the window still supported this understanding. In his letter of 26th October on 15/P/01864, the previous owner stated that the property had only had limited marketing but that local interest had been shown for its use as a retail shop. More attempts to prove that the site is unviable as a retail shop should be made. The Parish Council believes that if advertised in the village, a taker for the retail unit might be found. The loss of this shop would be very much against the emerging village plan policies.

· If this development is allowed to go ahead it will be impossible to prevent the residents from parking their cars in front of the other retail shops, leading to a negative impact on their businesses and probably their eventual closure, with disastrous impact on the village. The retail shops are attractive to customers because of the current ease of parking for widely disbursed village customers, who would go elsewhere if parking spaces were not available.

· The Heritage Statement says that the original building was built as a private house but local knowledge states that was originally built as a retail shop. The previous owner also disputed this in his letter of 26th October on 15/P/01864, pointing out that it had been originally developed as a retail shop. The daughter of the developer of this site still lives locally and can also substantiate this.

· Should this application be approved, considerable local concern exists as to the impact on the area during the building process. This would commence the destruction of the Retail centre of the village.

· Referring to HM Land Registry Title Number:

SY475156Schedule of Restrictive Covenants and Stipulations

1) **NOT more than one dwelling house** with outbuildings and garage thereto shall be erected on the said land

2) NO trade involving any manufacturing or industrial process shall be carried on upon the said land and no buildings other than that of a Sub-Post Office Retail Shop and private dwelling house and appurtenances with or without garage and no buildings so erected shall be adapted for use or occupation in more than one tenement.

3) NO house on wheels or any temporary erection or hoarding or advertising station shall be erected or allowed to remain upon the said land and no rubbish or building material shall be stored on the said land.

5) NO part of the said land shall be used at any time be formed or used as a road.

<p>16/P/00057</p>	<p>Loseley, Mount Pleasant, Effingham. KT24 5NS Detached timber garden room / office. No Comment</p>
<p>16/P/00065</p>	<p>Coppermill, Effingham Common Road. KT24 5JG Erection of a detached garage OBJECTION The proposed garage would be in front of the building line. On previous planning application (09/P/00092) the Parish Council recommended that if permission were granted for an adjoined garage, that a further garage shouldn't be permitted. Inappropriate development in the Green Belt with no special circumstances</p>
<p>16/P/00075</p>	<p>Leaside Cottage, Orestan Lane, Effingham. KT24 5SN Single storey front entrance porch and single storey side infill extension. Insertion of new windows, doors and rooflights. White render finish to all external walls, new slate roof tiles and replacement of existing windows. No Comment</p>
<p>16/P/00081</p>	<p>Upper Leewood Farm, Effingham Common Rd. KT24 5JQ Change of use of rural buildings to B1 (business), B2 (general industrial) and B8 (storage or distribution) (retrospective application) OBJECTION 1) The Parish Council is very concerned that Planning Enforcement issues at Upper Leewood Farm (EN/14/0016) are yet to be acted upon by Guildford Borough Council's enforcement team, and that any historic activity at ULF that has harmed the Green Belt should be urgently reversed. 2) There is a further concern regarding the impact on local roads of regular large or HGV vehicles accessing this site from Effingham Common Road. 3) The change to general industrial status gives concerns without the knowledge of what the planned activity actually would be. i.e. the recycling and reclaiming of building waste or Waste Transfer activities would be strongly apposed. 4) The Parish Council is supportive of the provision of work opportunities for local residents, however this must never result in harm to the Green Belt or nuisance to neighbouring properties.</p>
<p>16/P/00082</p>	<p>Upper Leewood Farm, Effingham Common Rd. KT24 5JQ Erection of 5 stables, tack room, haybarn and retention of hard standing area for parking and turning horsebox. Construction of a riding manage surrounded by fencing. (part retrospective) OBJECTION The Parish Council are very concerned that Planning Enforcement issues at Upper Leewood Farm (EN/14/0016) are yet to be acted upon by Guildford Borough Council's enforcement team, and that any historic activity at ULF that has harmed the Green Belt should be</p>

	urgently reversed. All illegal hard standing and vehicle tracks must be returned to Green Belt, and if permission granted only minimum hard standing should be left to accommodate horse boxes etc. The Parish Council considers that this development would result in material harm to the openness of the Green Belt by reason of inappropriateness, with no special circumstances provided by the applicant.
16/T/00009	The Fairway , Guildford Road, Effingham. KT24 5QB Reduce first 10 metres of Cypress hedge in rear garden by 50% and reduce remainder by 3 feet to make one level. (Effingham Conservation Area) No Comment
008/16	Late received planning applications
16/P/00100	For information - 86 Strathcona Avenue , Bookham, Leatherhead. KT23 4HR Certificate of lawfulness for a proposed development to establish whether a front porch and a single storey rear extension would constitute permitted development.
009/16	Results of previous planning applications
15/P/02203	Robinswood , Beech Ave, Effingham. KT24 5PJ Erection of a triple garage with ancillary storage above and below. Refused
15/T/00290	5 Church Cottage , Church Street, Effingham. KT24 5LZ T1 (Rowan Tree) fell Approved
15/T/00295	Rose Cottage , The Street, Effingham. KT24 5LQ Scots Pine and Yew - remove branches overhanging the outbuilding of The Cottage, the property to the south of Rose Cottage. Approved
010/16	Other planning matters considered <u>The Hawthorns boundary dispute</u> The latest detailed plan showing the boundary at Hawthorns and the access track to the Parish Councils allotments was agreed as being a true representation. It was further agreed to instruct the Parish Council's solicitors (Wellers Headleys) to arrange our execution clause and for the documents to be sent to the Parish Council for execution and completion. (Clerk, Cllr's Pindar & Symes)
011/16	Reports and correspondence relating to other planning matters
EN/16/006	Moonshine , Effingham Common Road, Effingham. KT24 5JW Alleged unauthorised alterations to widen and resurface driveway. Under investigation

012/16	Reports from Parish Councillors not included in the above
15/P/00012	Cllr Cornwell's proposed reply to GBC Planning regarding Wisley Airfield's recently submitted planning application addendum was considered, and it was decided to wait for Wisley Action Groups (WAG) response as they are currently considering the additional 3000 pages of amended documentation.
15/P/02442	Cllr Cornwell's proposed reply to GBC Planning regarding the proposed development of The Post Office (The Street, Effingham) was agreed, with the addition of detail from HM Land Registry Title Number: SY475156 Schedule of Restrictive Covenants and Stipulations.
	TO CONSIDER FINANCIAL MATTERS
013/16	Cheques were signed and approved. (see appendix)
014/16	Effingham Cricket Club The Clerk has sent an invitation from the Parish Council to meet with the new Chairman of ECC, to discuss a previous Community Fund grant application for resolving security/fly tipping issues at the club site.
015/16	Space and Amenity Reports and correspondence relating to Space / Amenity matters. None
016/16	Report received from Parish Councillors not included in the above. None
017/16	VILLAGE PLAN
017/16a	It was agreed by all councillors to set up the Effingham Neighbourhood Plan Advisory Group (ENPAG). All councillors also agreed the Terms of Reference for ENPAG. It was further agreed to elect a Vice Chairperson at the first meeting of the group. (16.02.2016)
017/16b	Cllr Moss was appointed to Chairperson for ENPAG, with Anne Bott (Assistant Chief Executive, Surrey ALC Ltd) minute taking at the first meeting.
017/16c	All Councillors agreed the timetable for public consultation events.
017/16d	It was agreed by all councillors to call a special meeting of the Parish Council on the 19th April at 8pm to agree the draft Neighbourhood Plan for Regulation 14 consultation and parish-wide residence survey, starting on the 2nd May for eight weeks.

017/16e	<p>Local Green Space update East Horsley Parish Council has agreed to EPC's request to designate Great Ridings Wood, Local Green Space status (the area within Effingham Parish). EHPC will consider designation of the portion of the wood in East Horsley at the appropriate time in their Neighbourhood Plan. The National Trust have acknowledged receipt of a recent LGS request (Banks Common)</p>
018/16	<p>HIGHWAYS & TRANSPORT Current parking problems at the bottom of Woodlands Road and the Automotive Business TrustFord were discussed, and an update received from a member of Woodlands Road Residents Association. The main reported issue is the inconsiderate parking of stock, staff and customer vehicles in the close proximity of the garage, which often causes safety issues to pedestrians and car users - where paths and sight lines are obstructed. The Parish Council is closely monitoring this although a small improvement has been noted recently after vehicle stock was apparently moved to an alternative TrustFord site.</p>
019/16	<p>Reports and correspondence received relating to other Highway Matters The continuing parking / traffic flow issues on Lower Road were discussed. Local businesses and organisations that used to allow parking in their car parks is now much reduced, and likely to reduce further. The Clerk has spoken to the Landlord of the Plough PH regarding inconsiderate parents using their car park - and the resulting litter and verbal abuse they tolerate on an almost daily basis. Yellow lines are currently being considered for the bend going out towards Bookham, which equates to a reduction of about 3 parking spaces but improves safety and traffic flow. There was a discussion on a possible voluntary tidal scheme, i.e. car uses would be encouraged to travel in only one direction during at peak flow times. A meeting with the Howard Partnership and Bookham Residents Association was proposed.</p>
020/16	<p>Reports from Parish Councillors not included in the above None</p>
021/16	<p>REPORTS</p>
021/16a	<p>Police and Community issues Crime figures for December 2015 1 x Public order 2 x Theft 1 x Dog bite 2 x Burglary (dwelling) 1 x Criminal damage 2 x Vehicle crime 2 x Burglary (non dwelling)</p> <p>Horse incidents on the A246, enquiries are on going.</p>

021/16b	<p>Allotments The owners of the Hawthorns property have recently fixed an armoured cable to the exterior wall of their property, to the side of the allotments access road. This is considered undesirable and the Clerk has been instructed to research the legality of this.</p>
021/16c	<p>Schools None</p>
021/16d	<p>Home Farm Estate Sam Hutchinson (GBC) has arranged a further meeting on the 1st February in the Parish Room, as a consultation drop in for Dirtham Road residents to look at the pitch provision design for Calvert Road. It appeared that for the second time this had been poorly advertised to residents.</p>
021/16e	<p>Friends of Effingham Common The date of the 2016 Commoners Day is now confirmed as Sunday 2nd October. A volunteers meeting has been arranged for the 9th February at 2pm in the Parish Councils meeting room with Hendryk Jurk from GBC. (Countryside Manager Parks and Leisure Services)</p>
021/16f	<p>Smith's Charity None</p>
021/16g	<p>Effingham Local History Group None</p>
021/16h	<p>Local government matters / admin matters Dispensation applications were received from Cllr's Hackett, Martland, Hogger, Cornwell, Moss, Pindar, Brazil and Symes. These dispensations relating to the Effingham Neighbourhood Plan (NP) and were duly approved and signed by the EPC Chairman and Clerk.</p>
021/16i	<p>Parish Rooms None</p>
021/16j	<p>Effingham Village Recreation Trust There is a meeting scheduled for Thursday 4th of February in the Parish Room, for Parish Councillors (acting as EVRT's Custodian Trustee) to meet with EVRT's Board of Managing Trustees regarding Effingham Cricket Club.</p>
022/16	<p>Reports from Parish Councillors not included in the above None</p>
023/16	<p>Effingham Parish Council Risk Register Updates and risk sheets were received from Parish Councillors.</p>
024/16	<p>CORRESPONDENCE To receive correspondence received since the last Parish Council Meeting</p>

024/16a	A local resident had contacted the Clerk regarding outstanding enforcement issues at Upper Leewood Farm. Since receiving this correspondence planning applications 16/P/00081 & 82 have been received at GBC Planning for consideration at this meeting.
024/16b	The Clerk had been contacted by a local resident regarding the 2016/17 precept and also the Village Plan. Precept values and Village Plan procedure detail was provided by the Clerk.
025/16	<p>NEXT AGENDA</p> <p>Parish Council Business noted for the next Agenda None</p> <p>Next Meeting - February 23rd - 8pm KGV Hall, Browns Lane.</p>

013/16

Approved and signed cheques

<u>Cheque No.</u>	<u>To -</u>	<u>Description</u>	<u>£</u>	<u>Authority</u>
001173	Jon Short	Clerk Wages	1467.30	
001174	Jon Short	Clerk reimbursements	0010.79	
001175	EDF Energy	Parish Room Electricity	0231.48	
001176	EVRT	Community Fund Grant - Clubroom refit	1500.00	
001177	Panel Warehouse	Community Fund Grant - Display Stands	2622.00	
001178	The Co-op	Phone & Broadband	0049.84	
001179	RBS - Rialtas Business Solutions Ltd	Financial software, set up and annual support - single user	0855.18	
001180	Stocksigns	Community Fund Grant / CFGA - KGV	0273.08	