

**MINUTES OF THE ORDINARY MEETING OF EFFINGHAM PARISH COUNCIL
HELD AT 8pm ON TUESDAY 26 MARCH 2013
AT KING GEORGE V HALL, BROWN'S LANE, EFFINGHAM**

PRESENT

Cllr Pindar in the Chair

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

(Cllr Symes volunteered to take the Minutes).

In attendance - Cty Cllr Barker, PCSO Gregor Culross, PC Karen Page, Clare Ritchie (new Clerk of the Council) and 12 local government electors.

48.13 APOLOGIES FOR ABSENCE

Cllr Peskett.

49.13 REVIEW THE REGISTER OF INTERESTS AND DISCLOSURE OF PECUNIARY OR OTHER INTERESTS AFFECTING THIS AGENDA

Cllrs Bell, Bowerman and Hogger as Managing Trustees of EVRT for items related to EVRT, and Cllrs Hogger and Symes for the items related to the Effingham Local History Group.

50.13 MINUTES OF THE MEETING OF 26 FEBRUARY 2013

There were three alterations to the Minutes:

1. Page 1, Item 31.13 – the heading to be changed to **review the Register of Interests and Disclosable Pecuniary or other interests affecting this agenda.**
2. Page 5, Item 42.13 - Clerk taking up new role in **April 2013**
3. Page 5 Item 42.13 EPC **would seek to fill the vacancy for a parish councillor after the 16 April 2013.**

After alteration the amended Minutes were confirmed and signed.

51.13 MINUTES OF THE EXTRAORDINARY MEETING OF 15 MARCH 2013

Minutes were confirmed and signed without alteration.

52.13 MATTERS ARISING FROM MINUTES (not elsewhere on the Agenda)

None.

53.13 MATTERS RAISED BY RESIDENTS

Sandy Wells EPFA asked for a meeting between EPFA and EVRT.

Cllr Pindar made a statement about EVRT following the resignation of five Managing Trustees. He said the resignations had created two vacancies for Parish Council appointed Managing Trustees and one of these had been filled. Liz Hogger had been nominated by the Parish Council to be a Managing Trustee to fill one of the vacancies. The other vacancy would be filled shortly. There were three Managing Trustees now serving and they were dealing with a number of important matters.

A vote of thanks was recorded for the five Managing Trustees, who had recently resigned, for their time, hard work and efforts on behalf of the EVRT over the last 4 years.

Cllr Pindar introduced Clare Ritchie as the new Clerk of the Council and said she would be starting on the 15 April 2013.

54.13 PLANNING MATTERS

New applications

5, Church Cottages, Church Street

Fell one Yew Tree (1) and replace with a Holly bush tree, reduce a Leylandii (2) by a third and reduce by a third a Red Oak (3). (Effingham Conservation Area). No Comment.

13P/00047 5 Middle Farm Place

Fell Conifer tree in the rear garden to allow more light to the house and garden. (Effingham Conservation Area). No Comment.

13/P/00214 60, Woodlands Road

First floor extensions to front. No Comment.

13/P/00416 10 Orchard Gardens

Single storey side and rear extension following demolition of existing detached garage. No Comment.

Results / progress on previous planning applications

12/P/02164 Summerdown Manor, Critten Lane	Refused
13/P/00097 Limekiln Farm, Dog Kennel Green	Approved for two years with restrictions on use
13/P/00128 Wixwood, Dirtham Lane	Approved

Other planning matters:

None

Reports and correspondence relating to other Planning matters:

Cllr Lightfoot reported on Guildford Vision and the 'Aspirations Initiative'. It was decided not to 'sign up' to either group but to continue to be on their mailing lists and to keep up-to-date with the information they provide.

Reports from Parish Councillors if any:

Cllrs Bowerman, Hogger and Lightfoot had attended a Planning Enforcement training course run by Guildford Borough Council.

55.13 HIGHWAYS AND TRANSPORT

Current Highways and Transport matters

To consider a response to the Congestion Programme consultation (SCC, GBC and other partners) by 29 May 2013.

Cllr Lightfoot volunteered to research and to advise the Parish Council on a response to the Congestion Programme for Surrey consultation.

AL

Reports and correspondence relating to Highways matters

Surrey County Council

Cty Cllr Barker reported that the County Council had granted £3500 to the six parish councils in the Horsley Division to employ a Lengthsman. Although the amount for each parish council would be small it was decided to ask Cllr Peskett and the Spacing-up Group to look at the possibility that Effingham might allocate monies to a shared fund if the other five parish councils were also willing to contribute.

SP

Guildford Road

Cllr Hogger reported that the speed limit along the A246, within the village, had been reduced to 30mph. The old section of the A246 by the Golf Club has been used as an HGV parking area much to the dismay of residents. Cllr Pindar said he would write to the GBC Parking Manager to see if anything could be done to prevent the parking of HGVs.

AP

Effingham Common Road

Cllrs Moss and Bowerman reported that there was still illegal parking on the Effingham Common Road by Effingham Junction station and was causing a dangerous obstruction. Cllr Pindar will write to SCC Highways to make our concerns known.

AP

56.13 VILLAGE PLAN

To receive and adopt Minutes of the Steering Committee meeting

None since last Parish Council meeting.

To receive a progress report from the Steering Committee

Cllr Moss reported that the Steering Committee had reviewed the structure of the working groups and had made changes to make the workload more manageable. The new recommended structure is for 7 work groups and 4 central task areas. The work groups proposed are: Learning and Living Well, Economy and Social Enterprise, Community Recreation, Our Green Environment, Transport and Roads, Housing and Built Environment and Emergency and Resilience Planning. The four central task areas are: Equality Assessment, Sustainability Appraisal, Risk Assessment and Communications Strategy and Consultation.

There is a formal, low key, launch of the Village Plan on 16 April and following this there will be a process for identifying local residents who might be interested in serving on working groups. A website has been set up and will be accessible by launch date. This will provide details on the progress of the Village and Neighbourhood Plan. Stakeholders in

PM

Effingham have been identified by the working groups and the Steering Committee are setting up a stakeholder contact plan.

To consider applying for funding for Neighbourhood Plans

The Government has announced funding for Neighbourhood Plans. It was agreed that the Parish Council will apply for available funds from this source.

**PM/
CB**

Cty Cllr Bill Barker kindly confirmed that he would also be prepared to make a contribution from his SCC local fund.

To consider other matters for resolution:

To agree Terms of Reference (ToR) for the Working Groups

A draft ToR had been circulated but was not yet ready as a proposal. It will be considered for agreement at the next Parish Council meeting.

CB

57.13 GREEN SPACE AND VILLAGE AMENITIES

Current matters

To discuss Parish Council involvement in Village Day, 8 June 2013

Cllr Bell asked to stand down as Parish Council liaison due to pressure of work. Cllr Moss volunteered to take over the task. Cllr Moss was confirmed in that role and will liaise with ICE, the charity organising Village Day, and will organise Council and Councillor involvement.

PM

To schedule circulation of the Chairman's report before the Annual Parish Meeting

It was agreed that the Chairman's report would be two pages. The first page covering the Chairman's update and the second details of the Village Plan. Cllr Moss to produce the narrative for the Village Plan and to get three quotes (if possible) for printing. Cllr Moss was instructed to place the order with the supplier offering the best value for money.

PM

To receive reports and correspondence relating to Space/Amenities:

Cllr Pindar reported that the work on the new flint wall had started by the traffic lights on The Street.

Cllr Wetenhall reported that the fence owned by SCC by the old Grove House School playing field was in disrepair. SCC have been informed about this and had put the repair on their maintenance list. Cllr Pindar said he would write to SCC and ask about progress.

AP

58.13 REPORTS

Police and safety community issues (report of session before the start of the present Agenda)

PCSO Culross introduced PC Karen Page. He reported on crimes committed in Effingham in February. He said that Effingham and the surrounding area was one of the safest places to live in the Country.

Allotments

No report.

Schools

No report.

EVRT

Cllr Bowerman reported that the officers of EVRT are:

Chairman – Gill Bowerman
Hon Secretary – Liz Hogger
Hon Treasurer – Chris Bell

Other business was to be taken later in the meeting.

Home Farm Estate

No report.

Friends of Effingham Common

Cllr Symes was requested to contact GBC for an update on Adam Owen's replacement and to liaise with Nick Rowe (GBC) about a possible Commoners' Day in 2013.

IS

Smith's Charity

Cllr Pindar was requested to ask Michael Bray to make a presentation about Smith's Charity at the Chairman's Annual Meeting on 16 April.

AP

Effingham Local History Group (ELHG)

The next exhibition, 'Edwardian Effingham' will be on 20 April in St Lawrence Church hall. It was agreed to loan ELHG the Parish Council Minute Books and a local map of the time.

Local government / admin matters / website

No report.

59.13 CORRESPONDENCE

The following correspondence received since the last meeting was noted:

Horsley Countryside Preservation Society	Spring 2013 Edition
Surrey County Council	Agenda and reports for Council meeting, 12 March
Guildford Environmental Forum	Newsletter March - June
Prudential RideLondon	News of cycle rides in Surrey on 4 August
NALC	DIS nos 803 and 804
Clerks and Councils Direct	Issue 86

60.13 FINANCIAL & ADMIN MATTERS

Dates for Future Parish Council Meetings

The following dates for future Parish Council meetings were confirmed:

28 May 2013
25 June
30 July
27 August
1 October
29 October
3 December

To adopt a Communications Policy comprising Press and Media and Publicity

Cllr Hogger reported that due to pressure of work with EVRT this item should be deferred to the next meeting. This was agreed.

LH

To agree renewal of the Parish Council's insurance policy

It was agreed to renew the Parish Council's insurance policy with Came and Company and to take advantage of a three year offer, which represented a saving over the purchase of three single year policies.

Effingham Local History Group (ELHG)

It was agreed to extend ELHG's outstanding community funding, granted by the Parish Council for 2012-13, to financial year 2013-14.

EVRT

It was agreed to extend EVRT's outstanding community funding, granted by the Parish Council for 2012-13, to financial year 2013-14 for the following work tasks:

Hedge Trimming – up to £1500
Playground survey and repairs – up to £2000
Benches and Fixing - £1820
plus labour - £236
All-weather courts - £3554

In total was agreed to carry forward £9110 to financial year 2013-14.

Effingham Orchestra

Cllr Bell reported that residents are trying to set up a local orchestra. He asked if leaflets promoting the orchestra could be included for delivery with the Chairman's report. This was agreed.

Cheques for approval and signature

The following cheques were authorised and signed:

Phone Coop	34.08	Local Govt Act 1972 s111
BTS Photocopier Hire	59.40	Local Govt Act 1972 s111
James Nicholls	260.00	Local Govt Act 1972 s214
Fish for Jobs	300.00	Local Govt Act 1972 s111
SALC Recruitment, second round	276.00	Local Govt Act 1972 s111
Sutton & East Surrey Water	43.97	Local Govt Act 1972 s111
Parish Room		
Sutton & East Surrey Water	47.79	Smallholdings and Allotments Act 1908
Allotments		
Bookham & Effingham District	635.58	Local Govt Act 1972 s145
Guides, Community Fund		
Surrey County Council, Trees	815.00	Local Govt Act 1972 s111
Guildford Road		
Jeremy Palmer, reimbursement, Projector Community Fund EPC	477.85	Local Govt Act 1972 s145
Sue Morris, reimbursement ELHG storage device Community Fund	45.82	Local Govt Act 1972 s145
HMRC PAYE	978.54	Local Govt Act 1972 s112
Came & Company Insurance	854.26	Local Govt Act 1972 s111
2013-14		
SALC and NALC Professional Support 2013-14	697.01	Local Govt Act 1972 s143
GBC rates Burial Ground 2013-14	82.70	Representation of the People Act 1983, s36

Reports and correspondence relating to Finance & Admin matters

Clr Pindar reported that he had negotiated the invoice from Fish for Jobs down from £2800 to £300.

61.13 PARISH BUSINESS FOR THE AGENDA OF THE NEXT MEETING

Date of the next EPC Ordinary Meeting: Tuesday 23 April 2013

Date of the Chairman's Annual Meeting: Tuesday 16 April 2013