

MINUTES OF ORDINARY PARISH COUNCIL MEETING OF

Effingham Parish Council

Tuesday 26th July 2016, 8pm KGV Hall, Browns Lane.

Present

Arnold Pindar (Chair)

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

Parish Clerk

SCC Councillor Bill Barker

0 local government electors

| | |
|---------------|---|
| 178/16 | APOLOGIES FOR ABSENCE: Cllr's Hogger & Moss |
| 179/16 | REGISTER OF INTERESTS & OTHER INTERESTS AFFECTING THIS AGENDA: Cllr Martland declared an interest regarding planning applications for 2 properties in Orestan Lane. |
| 180/16 | MINUTES OF THE PREVIOUS MEETING OF 28.06.2016 The minutes were approved and duly signed by the Chairman. |
| 181/16 | MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA: Cllr Symes proposed that the "Employee Code of Conduct" document considered at the last Parish Council meeting (minute 174.16h) be adopted by the Parish Council. All Councillors were in favour of the adoption. Some minor editing may be necessary to make it fit the role of Clerk, working for a Parish Council. |
| 182/16 | MATTERS RAISED BY RESIDENTS None |
| 183/16 | Parish Councillor vacancies - The Parish Council noted that two applications had been received, and decided that the vacancies should be fully advertised prior to making any appointment decisions. It was agreed to advertise the vacancies via all available media, and that the closing date for applicants should be August 23rd. Co-optation decisions would be made at the next Parish Council meeting of 30th August. |

| | |
|-------------------|--|
| 184/16 | Planning Matters New planning applications considered: |
| 16/P/01341 | Long Acre , Effingham Common Road, Effingham. KT24 5JG Single storey rear extension. (retrospective) No comment |
| 16/P/01350 | St.Lawrence Prim Sch. , Lower Road, Effingham. KT24 5JP Proposed resurfacing of existing car park and installation of seven lamp posts. Objection - height of lighting (4m) Comments - surface water drainage onto Effingham Common Road / lighting should be controlled to reduce light pollution. |
| 16/P/01391 | Cherry Trees , Beech Close, Effingham. KT24 5PQ Erection of single storey infill extension to the ground floor and addition of pitched roof to existing garages. Provision of two roof lights and front porch and changes to internal room layout on both floors. Changes to material treatments, principally to the front and rear elevations. No comment |
| 16/P/01394 | 5 The Laurels , The Street, Effingham. KT24 5LH Proposed demolition of existing rear outbuildings and erection of insulated freezer units and replacement and alterations of rear fence. No comment |
| 16/P/01399 | 5 The Laurels , The Street, Effingham. KT24 5LH Advertisement consent for a replacement illuminated fascia sign. Comment - Any illumination of shop signage should be limited to business opening hours, to reduce light pollution. The Parish Council went on to comment that they welcomed investment in local retail shops in the centre of the village. |
| 16/P/01413 | St.Lawrence Prim Sch. , Lower Road, Effingham. KT24 5JP Re-cladding and changes to fenestration of existing hut on the school grounds No comment |
| 16/P/01427 | Westmoor , Orestan Lane, Effingham. KT24 5SN Proposed erection of a two storey detached dwelling with detached garage following the demolition of existing dwelling. No comment |

| | |
|---|---|
| <p>185/16</p> <p>16/P/01550</p> | <p>Late received planning applications considered:</p> <p>Hares Holt, Orestan Lane, Effingham. KT24 5SN Proposed ground floor rear and side extension and loft conversion with a rear/side dormer and two from velux windows. In the absence of supporting documentation for this application, Cllr Cornwell agreed to review the proposal and report back to the Parish Council at the earliest opportunity. Deadline to respond to GBC 16th August 2016</p> |
| <p>186/16</p> <p>16/P/00081</p> <p>16/P/00779</p> <p>16/P/00932</p> <p>16/P/00967</p> <p>16/P/00985</p> <p>16/P/01015</p> <p>16/P/01111</p> <p>16/P/01167</p> <p>16/W/00052</p> | <p>Results of previous planning applications:</p> <p>Upper Leewood Farm, E.C.R, Effingham. KT24 5JQ Change of use of rural buildings to uses B1 (business), B2 (general industrial) and B8 (storage or distribution) (retrospective application) Approved.</p> <p>Farmside, The Street, Effingham. KT24 5LP Single storey rear extension with two velux roof lights, following demolition of existing flat roofed rear extension. Approved.</p> <p>The Nutshell, Orestan Lane, Effingham. KT24 5SN Single storey rear infill extension following the demolition of the existing garage. Approved.</p> <p>Greenacres, High Barn Road, Effingham. KT24 5PT Cert of Lawfulness to establish whether a proposed single storey detached outbuilding constitutes permitted development. Approved.</p> <p>Fairways, Beech Avenue, Effingham. KT24 5PJ Erection of a 2 storey side extension to the south elevation, first floor rear extension to the north and south side of the house and a single storey side extension, following demolition of two existing garages. Approved.</p> <p>Low Rigg, Lower Farm Road, Effingham. KT24 5JL Certificate of lawfulness to establish whether the conversion of the existing garage to a habitable room constitutes permitted development. Approved.</p> <p>Effingham Post Office, The Street, Effingham. KT24 5LQ Withdrawn</p> <p>The Beeches, Beech Avenue, Effingham. KT24 5PJ Erection of a detached garage. Refused</p> <p>Denene, Orestan Lane, Effingham. KT24 5SN Prior notification for a single storey 5.3 metres rear extension, 3 metres in height with an eaves height of 2.6 metres. Refused.</p> |

| | |
|------------|--|
| 15/P/01749 | <p>Greenacres, High Barn Road, Effingham. KT24 5PT APP/Y3615/W/16/3144031 Appeal against the decision of Guildford Borough Council to grant planning permission. The case was dismissed.</p> |
| 187/16 | <p>Other planning matters considered:</p> <p>Berkeley Homes (Southern) Ltd and the Howard of Effingham Planning Appeal - Public Enquiry (APP/Y3615/W/16/3151098)</p> <p>Cllr Pindar updated the Parish Council regarding a recent meeting with the Parish Council's legal team (13.07.16). Those present were Barrister Scott Stemp and his assistant Leanne Buckley-Thomson, and from EPC Cllr's Hogger, Pindar & Symes.</p> <p>Cllr Pindar explained what a "Statement of Case" was, and went on to explain what should be included within it. He then covered the "Statement of Common Ground" which was for items on which the appellant and the Rule 6 parties agreed on, so therefore didn't need to be covered by the appeal. The Neighbourhood Plan was considered to an asset, and adds weight to GBC's original reasons for refusal for Planning. Scott Stemp was in support of EPC's decision to name sites within the NP (including Effingham Lodge Farm) stating that " it was beneficial in a number of ways - primarily it lends a lot of credibility to the Parish Council when it wants to say no to somewhere else, and that it was positively beneficial to make allocations in appropriate places"</p> |
| 188/16 | <p>Outstanding enforcement cases - for information There are currently 16 outstanding cases, the earliest dating back to 28.11.2012.</p> |
| EN/16/0028 | <p>Resolved enforcement cases (x1) -</p> <p>17 Strathcona Avenue, Bookham. KT24 4HW Alleged unauthorised single storey rear extension. Breach resolved.</p> |
| 189/16 | <p>Reports and correspondence received relating to other planning matters: None</p> |
| 190/16 | <p>Reports from Parish Councillors not included in the above: None</p> |
| | |

| | |
|---------------|---|
| | FINANCIAL MATTERS CONSIDERED |
| 191/16 | Cheques were approved & signed (see appendix) |
| 192/16 | <p>Reports and or correspondence received relating to other finance matters:</p> <p>The requesting for a grant from the GBC CFGA fund (2017/18) was considered, and the deadline to do so of Friday 9th September. Local organisations are to be approached for possible grant options, and the Village Shop Parade also considered. This will be further considered at the next Parish Council meeting of 30th August 2016.</p> |
| 193/16 | <p>Reports and correspondence received relating to other Space / Amenity matters:</p> <p>None</p> |
| 194/16 | <p>Reports received from Parish Councillors not included in the above:</p> <p>None</p> |
| | VILLAGE, NEIGHBOURHOOD & LOCAL PLANS: |
| 195/16 | <p>Updates:</p> <p>The clerk reported that they had received in excess of 600 completed Effingham Neighbourhood Plan survey forms, and that analysis would start in August 2016.</p> |
| | HIGHWAYS & TRANSPORT |
| 196/16 | Current highway matters considered: |
| 197/16 | <p>Reports and correspondence received relating to other Highway Matters:</p> <p>Surrey County Council Councillor Bill Barker updated the Parish Council regarding speed activated road speed signs currently on trial in Albury, and reported that these signs may be rolled out to other areas once the trial has been completed.</p> |
| 198/16 | <p>Reports from Parish Councillors not included in the above:</p> <p>Cllr Pindar updated the Parish Council regarding the ongoing parking issues on Woodlands Road.</p> <p>SCC Cllr Bill Barker suggested contacting the Chief Constable of Surrey to resolve the differing policing approaches between MVDC & GBC forces.</p> |
| | REPORTS |
| 199/16 | Reports received: |

| | |
|-----------------------|---|
| <p>199/16a</p> | <p>Police and community issues</p> <p><u>Crime figures - May 16 (x15)</u></p> <p>Beech Avenue - burglary ECC Effingham Common Road - burglary Orchard Gardens - burglary Yew Tree Walk - other thief Church Street - vehicle crime Browns Lane - criminal damage & arson The Crossroads - criminal damage & arson Manor House Lane - violence & sexual offences Barnes Wallis Close - violence & sexual offences Orestan Lane - violence & sexual offences Lower Road - public order Crossways - public order Browns Lane - anti-social behaviour (x3)</p> <p>The Parish Council were very concerned about crime levels in May 16, and will closely monitor future months figures.</p> |
| <p>199/16b</p> | <p>Allotments - none</p> |
| <p>199/16c</p> | <p>Schools - none</p> |
| <p>199/16d</p> | <p>Home Farm West - Calvert and Chester Roads - Cllr Nicholls spoke of his concerns regarding the management of the Home Farm Estate, the Parish Council agreed this should be addressed at the earliest opportunity with GBC and other parties.</p> |
| <p>199/16e</p> | <p>Friends of Effingham Common / Commoners Day There was a very successful meeting of the Commoners Day Team on Tuesday 19th July. The advance flyers are now printed and drafts received for the event flyers and posters. Representatives from GBC Countryside Parks & Leisure confirmed they had almost facilitated all the required infrastructure with just a few items outstanding. The Clerk is finalising event attractions, and would like to thank the team for all their hard work to date.</p> |
| <p>199/16f</p> | <p>Smith's Charity - none</p> |
| <p>199/16g</p> | <p>Effingham Local History Group - none</p> |
| <p>199/16h</p> | <p>Local government / admin matters - none</p> |
| <p>199/16i</p> | <p>Parish Rooms - none</p> |
| <p>199/16j</p> | <p>Effingham Village Recreation Trust - none</p> |

| | |
|----------------|---|
| | |
| 199/16k | Reports from Parish Councillors not included in the above: None |
| | |
| | CORRESPONDENCE |
| 200/16 | Correspondence received since the last Parish Council Meeting: None |
| 201/16 | A local resident contacted the Parish Clerk regarding Data Protection procedures for the processing of NP Survey Forms. They were assured that forms were being securely stored and that any collection & processing would be inline with our PC Policy - "Data Protection and Information Security", a copy of this policy can be found on the Parish Council Website. |
| 202/16 | The invitation from SCC/GBC to take part in "Cluster Meetings" was considered, with the associated funding opportunities. Cllr Hackett agreed to attend the next meeting. |
| 203/16 | The Clerk has been contacted by local residents regarding local overgrown paths along with overhanging branches, blocked drains, poorly kept grass area in front of shops etc. The Parish Council are considering various options to spruce up the village, with the Shop Parade being a priority. |
| | |
| | NEXT AGENDA |
| 204/16 | Parish business noted for the Agenda of the next meeting: None |
| | Next meeting - 30th August 2016 |

Appendix

191/16

Signed Cheques

| <u>Cheque No.</u> | <u>To -</u> | <u>Description</u> | <u>£</u> | <u>Authority VAT</u> |
|-------------------|--------------------------------|-------------------------------|----------|----------------------|
| 300067 | The Phone Co-op | Parish room broadband & phone | 047.90 | (07.98) |
| 300068 | EDF Energy | Parish room electricity | 181.00 | |
| 300069 | BTS Copiers | Parish Room copier charges | 508.83 | (84.81) |
| 300070 | Countywide Grounds Maintenance | Burial Ground maintenance | 210.00 | (35.00) |
| 300071 | Jon Short | Clerk Wages (monthly) | 1363.81 | |
| 300072 | Jon Short | Clerk reimbursements | 0012.75 | |
| 300073 | Surrey Pension Fund | Clerk Pension (monthly) | 0579.28 | |

Community Fund / outsourced printing / memberships / legal / other

| | | | | |
|--------|-------------------|--|--------|---------|
| 300074 | Liz Hogger | Out-sourced printing for EPC NP | 053.49 | (02.50) |
| 300075 | Pez Electrical | KGV - Comm Fund / CGFA | 217.20 | (36.20) |
| 300076 | Pez Electrical | KGV - Comm Fund / CGFA | 458.40 | (76.40) |
| 300077 | EffRA | Heritage Weekend Comm Fund | 500.00 | |
| 300078 | Aldrich Gardening | Erection of 2 noticeboards at the KGV playing field CF | 325.00 | |