

**MINUTES OF THE MEETING OF EFFINGHAM PARISH COUNCIL  
HELD AT 8pm ON TUESDAY 26 OCTOBER 2010  
AT KING GEORGE V HALL, BROWN'S LANE, EFFINGHAM**

**PRESENT**

Cllr Pindar in the Chair  
Cllrs Clark, Jones, Hogger, Lightfoot, Nicholls, Symes  
6 local government electors

**127.10 APOLOGIES FOR ABSENCE**

Cllrs Crouch (speaking engagement); Driscoll (attending a briefing meeting on the forthcoming Surrey Local Government Boundary Commission review); Wetenhall (away).  
Cllr Barker also sent apologies.

**128.10 REGISTER OF INTERESTS AND DISCLOSURE OF INTERESTS**

No changes submitted at this time.

**129.10 MINUTES OF THE MEETING OF 21 SEPTEMBER 2010**

These were approved and signed as a true record.

**130.10 MATTERS ARISING FROM PREVIOUS MINUTES (not elsewhere on the Agenda)**

**SM**

Cllr Symes asked for a copy of the Surrey Transport Plan, so he could review it for comment.

Cllr Jones asked for the letter confirming the situation regarding mowing of the verge in front of the shops, and the contact details for a lady who had a spare mower.

**SM**

**131.10 MATTERS RAISED BY RESIDENTS**

*Residents of the following roads had been specially invited:*

*Barnes Wallis Close, Browns Lane, Chapel Hill, Church Street, Crossways.*

- When the junction of Church St and Lower Rd collapsed last winter, the heavy levels of traffic in lanes that were much too small to cope caused damage to properties, walls and verges. It is bound to happen again. Can Surrey Highways be asked to set up an emergency plan so that they can immediately cone this off and make a one-way system? Can bollards be installed to protect the Listed flint wall? Clerk to take these points up.

- Can SCC be asked to paint white lines across the entrance to Effingham Place at the junction with Lower Road, to prevent it being a pull-in for parking? Also, to prevent parking on Lower Road either side of the entrance which creates a visibility hazard? Clerk to take these points up with GBC; also, the Parish Council working group will bring it up with Mrs Kieran, new Executive Head of the Howard School at the next regular meeting.

**SM**

- The mobile phone signal is almost non-existent. Is the Parish Council opposed to a new mast in principle?

**SM**

The answer is no – there are already masts on the Golf Course, on Beech Avenue and at Dunley Hill, Ranmore. Each application is considered on its merits and against planning policy. The Parish Council hopes to encourage sharing of existing masts, although this is not always possible if it makes them need to be much higher. Applications raise a very strong response by residents.

- The size of the sixth form at the Howard School appears to be much increased, and the litter in the central village area is dreadful. Please will the Parish Council write to the Head of Year and ask him/her to mention this to students.

We can do better than this! The Parish Council working group which meets Howard staff every six months (see above) will take this up when it meets Mrs Kieran.

**SM**

**132.10 PLANNING MATTERS**

**New applications**

10/P/01722 Grove House, Guildford Road

Conversion of Grove House to provide 5 x two bed apartments and 1 x one bed apartment, erection of 6 x four bed town houses, 4 x one bed affordable apartments and 2 x two bed affordable houses. Associated revised access, car parking, bin and cycle storage and landscaping works.

*The comment below was submitted on 10 October owing to the deadline falling between meetings:*

Effingham Parish Council has considered the above application, and broadly welcomes the reduction in overall bed numbers; also the improvements to the exterior appearance of Grove House itself. It is therefore with a degree of reluctance that the Parish Council objects on the basis of the following details. It is hoped however that these could be resolved relatively easily.

### **1. Objection to number of parking spaces**

It is recognised that planning policy has been complied with. However, even two-bedroom units may have two cars and it is strongly felt (with the force of experience) that the number of spaces is completely inadequate. Given that this site fronts the main road near a major junction, there is literally nowhere else for supernumerary or visitors' cars to go.

Having said this, there is at present nothing to prevent the residents from using the green area of the site as overflow parking. This would be unacceptable and bollards or something similar should be introduced to prevent this.

It is also suggested that a condition is attached preventing further building on any plot, or any loft conversion/expansion (all units, whole site) under permitted development. This could help prevent expansion of the parking need on the site, but also, no less importantly, preserve the outlines of the overall project design.

### **2. Objection to garden sheds**

a) Units 7, 8 and 9: these sheds are located out in the Green Belt at the bottom of the gardens, and this is felt to be an unwelcome and unnecessary visual intrusion given the special circumstances of this setting, outside the settlement area.

b) For all units: permitted development regulations allow large-scale out-buildings permissively, so these sheds may give way to further development of the Green Belt by default. Given the Parish Council's concern to prevent the site being too cramped, the Parish Council objects to these sheds unless a condition is added to specifically prevent any future expansion / development in this way.

c) For all units: if it is intended to proceed with these sheds, the dimensions and design should be specified at this stage.

### **3. Objection to aspects of design introducing 'visual clutter'**

a) It is noted that the proposed design introduces dormer windows into the roofs above the garages of the northern block, on the facade facing south, ie the one which will be most visible from the street. This serves to make the design more 'busy' and, on a site where simplification and lack of congestion is important, this is not welcomed.

b) For the same reason, it is suggested that the surfacing of the hard areas should be all one treatment (ie not a combination of tarmac and paviers as at present).

### **4. Concern that the affordable housing is all in one location, not distributed throughout the site**

The Parish Council notes the Planning Inspector's remarks about this aspect of the previously proposed plans 09/P/00518 which were dismissed at appeal (APP/Y3615/A/09/2111943, page 2, point 8). The Parish Council is concerned that, if the affordable housing is to be grouped all in one place, every effort is made to make it visually indistinguishable from the remaining 'market value' housing on the site.

Should the proposals gain consent, the following are comments for consideration by the

planning officer:

**Gates**

No gates are proposed at present. Is this the intention? For information, the Parish Council prefers that there are no gates and has opposed the introduction of 'gating' properties at many locations in the village.

**Exterior lighting (safety lighting etc)**

If it is intended to install this, please can plans be submitted at this stage.

**Delineation of gardens, units 13 - 18**

'Green' boundary treatments such as hedging would be preferable to larch lap fencing in this setting, and it would also prevent the 'affordable housing' appearing so visually distinctive on the site.

For information: Cllr Anthony Clark has declared an interest and has not participated in the Parish Council's discussion on this item.

10/P/01788 Highfields, High Barn Road

Certificate of Lawfulness to determine whether rear (south-west facing) roof mounted solar panels would constitute permitted development. No comment.

10/P/01897 St Lawrence Primary School, Lower Road

Variation of condition 4 of 03/P/00979 approved 20/6/2005 to allow the installation of two 5m lighting columns with a 50watt solar panel and 12volt LED floodlight. There were concerns about effects on residents of Leewood Way, Orchard Cottage and Lutyens Close; also, if a movement sensor would set the lights on and off all night. It was agreed the Planning Officer should be asked to require that the lights would have a timer to turn them off in early evening, and a manual override for evenings when the school was in later use. **SM**

10/P/01898 Runfold, 37 Woodlands Road

Consultation from Mole Valley DC for erection of single storey rear extension, following demolition of existing conservatory and garage / outbuildings. No comment.

Pre-application consultation re. proposed 02/Vodafone base station installation opposite Dagenham Motors, Guildford Road, Effingham

It was agreed to object strongly: this is a Green Belt location very near to the houses of Effingham residents, in an area where there is no other development. At almost 12m the mast would be a complete eyesore. There is an important soakaway for run-off from Woodlands Road in the verge very close to this site. **SM**

10/T/00164 5 Church Cottages, Church St

Crown reduce Silver Birch and Fir trees by 33% (Effingham Conservation Area). No comment.

10/T/00170 35 Middle Farm Place

Fell large tree in rear garden (Effingham Conservation Area). Cllr Nicholls will look at this and report to the Clerk. **JN**

**Results / progress on previous planning applications**

10/P/01244 Land rear of Kerri, etc Forest Lane	To appeal. EPC previously objected so following normal procedure will write to the Inspector. TPOs on the boundary have been approved.	<b>SM</b>
10/P/01279 The Long Barn, High Barn Road	Approved, in amended form; 18% increase by volume and 11% by footprint.	
10/P/01467 2 Old Post Office Cottages, The Street	Approved	
10/P/01482 Long Acre, Orestan Lane	Approved	
10/P/01582 White Cottage, Lower Farm Road	Refused	
10/P/01600 TW White & Sons, Guildford Road	Approved. Separate consent for	

10/P/01601	TW White & Sons, Guildford Road	advertisements required. Refused
10/P/01621	Friars Elm, Dog Kennel Green	Approved
10/P/01645	6 Manor Gardens	Approved
10/P/01670	Ladram, Links Way	Approved

**Other planning matters**

Statement by St Teresa's School regarding development of the site

This was noted. There had been a delegated powers approval of the application.

Allocation of Effingham properties owned by Guildford Borough Council to various categories, in Strategic Property Review

The Review was noted, and which properties would now go for review (all except Effingham Common). It was agreed to keep a close eye on progress.

**Reports and correspondence relating to other Planning matters:**

Permitted development

Cllr Lightfoot had circulated information and a web-link as promised.

GBC Consultations on Bellerby Theatre, Planning Contributions Supplementary Planning Document, and Sustainable Design and Construction Supplementary Planning Document.

Cllr Lightfoot kindly agreed to read these and suggest any comments (by 3 December).

**AL**

**133.10 VILLAGE GREEN SPACES AND AMENITIES**

**Current GSVa matters**

Letter from Mrs Kieran, new Head of School at The Howard, introducing herself

The Clerk will check whether the meeting set for 5 November is going ahead and suggest issues the Parish Council would like to discuss.

Comments on Commoners' Day, for a report to the co-ordinating group

It was estimated that 300-350 people had attended. It had been very successful at bringing people together. 1<sup>st</sup> Effingham Scouts had magnanimously waived the charge for the marquee hire. It was felt that the exercise of commoners' rights should be 'presented' more clearly but one of the commoners (Leebrook) had thanked Cllr Symes for ensuring the rights were exercised. This will be brought back to the next Agenda after the steering committee's discussion. It was agreed that residents who had shown especial enthusiasm and aptitude could be invited onto the steering committee. The Clerk was instructed to minute thanks to herself, from the Parish Council (and happily does).

**LH  
IS  
SM**

Electoral review of Surrey by the Local Government Boundary Commission (comment by 22 November)

Cllr Driscoll would report back after attending the briefing meeting.

Guildford Borough Council's request for information about local projects to honour the Queen's Diamond Jubilee (4 June 2012)

It was agreed that some specifically local event should / would take place.

**Reports and correspondence relating to GSVa matters**

Giselle Hampton's national award as best First Responder

It was agreed that the Parish Council should write and congratulate her on this important success. It should also be mentioned in the Chairman's Annual Report.

**SM**

3-year tree survey, Burial Ground

This has been commissioned by the Clerk.

A response is still awaited from the owners of the adjacent land about the tree which recently fell onto the Burial Ground. It was agreed the Clerk should write again asking if they would be interested in donating / selling land to the Parish Council.

**SM**

Christmas shops event

This will be the evening of Monday 13 December.

## 134.10 HIGHWAYS AND TRANSPORT

### **Current Highways and Transport matters**

#### SCC Highways' new policy, enabling parishes to fund and install Vehicle Activated Signs

This was welcomed.

#### SCC Highways' updated Speed Limit Policy

This was noted. Guildford Local Committee had now approved £6k for the 30mph speed limit on Dirtham Lane and in the woods.

#### SCC's consultation on the Public Value review of services provided by their Countryside division (by 29 November)

Cllr Wetenhall had provided comments for submission.

**SM**

### **Reports and correspondence relating to Highways matters**

#### Path between Effingham Place and The Howard of Effingham School

The Clerk had circulated correspondence between the residents and the British Legion as copied to EPC. Cllrs Wetenhall and Nicholls are producing an account of the origin and use of this path.

**JW  
JN**

#### Review of Surrey Transport Plan

See Matters Arising above.

**SM**

#### Reorganisation of SCC Highways

The former 13 Highways areas have now been merged to form four. Manager of the area in which Effingham sits is John Hilder (formerly i/c Waverley).

#### Reduction of school bus service for pupils within 3m of a school

SCC will withdraw its service as of September 2011. This could potentially have traffic consequences for Effingham, if the children who formerly came on buses esp. from the Horsleys now come in cars.

#### Local Committee funding support for school cycle projects

Cllr Barker has put forward cycle projects at The Raleigh School and The Howard for funding, to promote cycling to school.

Cllr Hogger reported a serious incident in which a speeding cyclist had collided with a horse on the Orestan Lane path. It was agreed to ask SCC to install signs warning cyclists of pedestrians and horses and to ask about other measures which could force them to slow down; copy to Cllr Barker and East Horsley Parish Council.

**SM**

#### Effingham Junction Railway Station

Network Rail has replied to Tim Harrold's letter (try to set up better means of communication locally, and to address some of the eyesores and other visual 'problems' created by insensitive works, or lack of them); they will investigate. Cllr Clark will join the action group on station / train service improvement being set up by an East Horsley Parish Councillor.

#### 'EFFINGHAM' boundary sign

A resident had proposed matching the design of signs used in Effingham, Ontario, and had provided a photograph.

#### Footway in front of the shops

Cllr Jones reported that some of the worst potholes have been filled. The section in front of the Post Office is shortly to be re-surfaced.

#### Road surface breaking up, Mount Pleasant

Cllr Hogger reported that a resident was concerned by the collapse of the road surface on the SCC-owned section of Mount Pleasant. The Clerk will report this again.

**SM**

## 135.10 REPORTS

### Police and safety community issues

PCSO Culross apologised for unavoidable absence last month. The crime report for October was 2 burglaries (1 premises, one attempted at a dwelling); 3 thefts (1 radio from a vehicle, 1 mobile phone, 1 number plate); 2 incidents of criminal damage to a business; 1 possession of drugs (cannabis, class B but no evidence of dealing or supply). An unpleasant domestic incident involving non-residents near the shops had been investigated and a suspect arrested. PCSO Culross asked everyone to avoid listening to rumour but to contact him directly if information was needed. He mentioned that Sgt Joseph Jones (replacement for Simon Berger) will shortly be on patrol in the area and will come to meet the Parish Council. The Countrywatch initiative was proving very successful at helping horse and stable owners protect themselves.

Residents mentioned concerns over children picking on a resident visiting the Burial Ground; speeding young drivers using Church St as a race track; high incidence of drunks and associated damage to property in the Church St area. PCSO Culross will take note. He apologised for the occasions when residents call for police help but all available manpower has been drafted to Guildford town centre.

### Allotments

Rental renewals have been sent out. A complaint has been received about the differential rise between half and full plots, asking for EPC to explain why. There has been a manure flytipping problem!

### Schools

There had been an invitation from the Howard Partnership to attend an event at Thomas Knyvett School on 16 November; Cllr Lightfoot might.

AL

### EVRT

A meeting between Trustees and EPC working group to discuss future funding has taken place.

The Cricket Club is actively looking into replacing their pavilion and gathering support for this.

The sub-committee had met Trustees to discuss future funding. The Trustees will make proposals before the next meeting.

Cllr Pindar explained it had recently been realised that a Parish Council meeting had not formally re-appointed Gill Walker and Caroline Irwin after their first term ended and they agreed to continue for another term of four years. This was now rectified with grateful thanks to them both.

Cllr Jones reported that the Trustees were interviewing for a new manager and there were 4 candidates. Pre-event sale of tickets for the Fireworks was going well.

### Home Farm Estate

Cllr Hogger and the Clerk had attended another meeting with officers at Guildford.

Residents have been complaining about the poorly cleared land and the continuing flytipping, and suggesting ways of trying to sort it out. GBC has agreed to get it all cleared and focus on prevention. The issue of the road surface remains unresolved. A Calvert and Chester Roads residents' group has met with Director Sue Sturgeon in Effingham in order to make direct contact. The Parish Council warmly applauded this residents' initiative to make things happen for themselves.

### Friends of Effingham Common

There will be a volunteers' day on 30 October. The Secretary is currently away so it is not known how many new members signed up after Commoners' Day.

### Smith's Charity

Michael Bray has sent confirmation that expenditure on projects is continuing and the next annual instalment of the grant can be drawn down.

### Local government / admin matters / website

- Cllr Driscoll has fixed a telephone socket in the Parish Room meeting area. This means

that in the event of an emergency, the room can be used as a hub without needing access to the Clerk's office. A spare telephone handset (kept under the sink) will connect to the phone network if the electricity supply is down (most modern phones and mobiles will not).

- Repair of the Parish Room flint walls has taken place.
- The 5-year periodic test of the electrical wiring has been commissioned (compulsory under H&S legislation)
- The Chair's half-year report, plus invitations to residents to attend EPC meetings, have been produced and are in process of delivery.
- There was a Clerk's Liaison meeting at GBC which covered:

*Flooding prevention:* GBC's plans and Effingham provision needs to be included

*Elections May 2011:* this will be complex as there will be a national referendum, borough elections and parish elections all on the same occasion.

*Payroll:* GBC is investigating whether it can offer payroll services to parishes, ie handling the tax, NI, salary, pension calculations and payments

*Help with village plans:* information and support and how to keep them simple! is readily available from Surrey Community Action

*Surrey Hills Leader funding:* this is now available to community initiatives, not just businesses (Clerk to recirculate)

- The Clerk is investigating acquiring mapping software for parish use.
- The Clerk is investigating how volunteers can work as a highways-style community gang for vegetation work on verges.

It was agreed that the Clerk could look for suitable non-councillor volunteers to staff the Parish Room during advertised open hours, if she had to be absent and it would otherwise have to be closed.

SM

#### 136.10 CORRESPONDENCE

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

Effingham & Little Bookham	Parish Magazine
East Horsley Parish Council	Agenda of meeting 25 October and Minutes of 13 September
GBC	Agenda and papers for Council meeting, 14 October Agenda and reports for Planning Committee, 19 October, including recommended TPO on trees on land rear of Kerri, Forest Lane
SCC Guildford Local Committee	Agenda for supplementary meeting, 28 October
Surrey County Council	Agenda and reports for meeting of 12 October
Surrey Community Action	Autumn Newsletter
NALC	Direct Information nos 744 & 755

#### 137.10 FINANCIAL MATTERS

##### Current matters

'Issues Arising' report of the external auditor on the Annual Return (year to 31 March 2010)

The report had been circulated and the following actions were agreed:

- It would be more logical to raise the Fidelity Guarantee or cancel it altogether than insure against loss of an arbitrary amount of £15k. It was decided to cancel.
- Tracking of EPC money in EVRT accounts is now being addressed. There will be a detailed statement in the next set of audited accounts.
- Reclaim of VAT by EVRT Trustees. It was again stated that the internal auditor is wrong.
- Councillors over 80: this is in hand.
- Declaration of Interests: all councillors are clear about the risks of failing to do this.

Amendments to Standing Orders and Financial Regulations

Still on hold.

SM

**Cheques for approval and signature**

The following cheques were authorised and signed:

		<b>Authority to pay</b>
Fire Protection Services	£30.07	Local Govt Act 1972 s133
Phone Coop	31.35	Local Govt Act 1972 s111
David Smith the flintman (EPC will be reimbursed £410 by Keith Cornwell)	1584.21	Local Govt Act 1972 s133
EDF	85.26	Local Govt Act 1972 s111
HCI Data	77.25	Local Govt Act 1972 s111
Mole Valley Printing Soc	46.80	Local Govt Act 1972 s111
Mole Valley Printing Soc	36.75	Local Govt Act 1972 s111
BDO	470.00	Local Govt Act 1972 s111
SM reimbursement	1283.27	Local Govt Act 1972 s112

**Reports and correspondence relating to Finance matters**Bank reconciliation, second quarter

This was tabled by the Clerk.

**138.10 PARISH BUSINESS FOR THE AGENDA OF THE NEXT MEETING**

Date of the next meeting: Tuesday 7 December.