

MINUTES OF ORDINARY PARISH COUNCIL MEETING

Effingham Parish Council

Tuesday 27th June 2017, 8pm KGV Hall, Browns Lane.

Present:

Cllr's Cornwell, Hackett, Hogger, Martland, Mayell, Nicholls, Pindar (Chair) & Symes (Vice Chair)

Parish Clerk

5 local government electors

164/17	APOLOGIES FOR ABSENCE: Apologies were received from Parish Councillors Moss & Whiteman, and from SCC Cllr Iles.
165/17	REVIEW OF THE 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 17/P/01259 being a resident of Orestan Lane.
166/17	MINUTES OF THE PREVIOUS MEETING OF 30th MAY 2017 The minutes were approved and duly signed by Cllr Pindar (Chair)
167/17	MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA: From minutes of PC meeting - 30th May 2017: (128/17) Review of EPC Procedures & Policies: Clerk to propose dates to the P&P working group. (157/17) Mobility & other issues at The Laurels parade of shops - add to next agenda. (159/17) It was agreed that the Parish Council as custodian trustees, would make a meeting request to the Effingham Village Recreation Trust managing trustees, with a suggestion to meet in the autumn. Clerk to action Cllr Cornwell suggested that a condensed monthly agenda would be easier to display in the Parish Council's smaller notice boards. Cllr Pindar & the Clerk to investigate.

168/17	<p>SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE (2017/18): Cllr Pindar (Chair) and Cllr Symes (Vice Chairman) signed to accept their roles for 2016/17.</p>
169/17	<p>INTERNAL AUDIT: The EPC internal audit for 2016/17 from Peter J Consultants was received by the parish council. Actions resulting from the audit: 1) Ensure that the parish council has robust insurance cover against Cyber Crime & Libel & Slander. (clerk to action) 2) Ensure PC Financial Regs & Standing orders are reviewed and updated where necessary. (working group formed) 3) Ensure that parish council publications are made available to the British Library. (Legal Deposit Libraries Act 2003) (clerk to action) Cllr Pindar noted that risk assessments are now being regularly carried out, in line with PC procedures and policies.</p>
170/17	<p>MATTERS RAISED BY RESIDENTS Residents voiced concerns over SCC's proposal to close recycling centres, along with limits and additional charging for residents waste items. Further concerns were the "card only" method of payment at centres. This will be considered at a working group meeting shortly.</p>
171/17	<p>Planning Matters: New planning applications considered:</p> <p>17/P/01096 St.Lawrence's Church, Church Street, Effingham. KT24 5LX Erection of a garden shed. No comment</p> <p>17/P/01103 Land opposite White Lodge, Critten Lane, Dorking. RH5 6ST Erection of American-style barn and provision of parking/turning area for horse lorry, with improved vehicular access from Critten Lane. Objection: The Parish Council strongly objects to the proposal. The applicant only recently obtained retrospective permission for stables and associated work at White Lodge for her horses. This proposal is additional to these and requires extensive groundwork cutting into the hillside and terracing, as well as the erection of an American style barn in the Green belt and an AONB area. The style of the building would also be out of keeping with the building style of the area. The applicant in an unsigned statement claims that the horses will be only for her and her friends personal use, but there is no way that any control can be achieved over this. This development, if</p>

<p>17/P/01157</p>	<p>approved, would create a significant precedent in an AONB area, which would have a detrimental effect to the countryside.</p> <p>Breton House, Heathway, East Horsley, L/Head. KT24 5ET Demolition of the existing five-bedroom house and the erection of three, five bedroom homes, with associated parking, landscaping and amenity space.</p> <p>Objection: Effingham Parish Council objects to the planning proposal: The Parish Council consider the proposal to be an over development within the greenbelt. The Parish Council is against 3 storey dwellings within the parish. The proposal would result in inadequate parking and gardens for the proposed dwellings along with privacy issues for neighbouring properties</p> <p>Effingham Neighbourhood Plan - ENP-H2: Mix of housing: new resident developments of fewer than 10 units should be required to provide the following mix of housing tenures, types and sizes to meet local housing requirement: At least 50% of market homes shall have one or two bedrooms.</p> <p>Effingham Neighbourhood Plan - ENP-R1: Car Parking - Parking requirements for new developments - minimum parking standards: 4 or more bedroom houses should have 3 allocated car parking spaces</p>
<p>17/P/01242</p>	<p>52 Woodlands Road, Bookham, Leatherhead. KT23 4HH Demolition of existing garage and erection of a new garage with habitable space.</p> <p>Objection: Effingham Parish Council objects to planning application 17/P/01242: The current building is a double garage with pyramid roof, although the submitted plans indicate a previously permitted development that has not been carried out. The proposal would result in an over development of this garage in this back garden location to form a garage and a flat. The site is on the side of a hill (Strathcona Avenue) and as such this development will overbear the lower, small frontage, adjoining chalet bungalow properties, 1 & 3 Strathcona Avenue. The garage opens onto Strathcona Avenue, which is already very congested due to limited off road parking available to residents. The addition of a flat in this location would contribute further to parking congestion. Should the application be permitted a restriction should be put on the garage being converted in the future to residential accommodation, as this would add further to the parking congestion.</p>

17/P/01259	<p>The Cottage, Orestan Lane, Effingham, L/Head. KT24 5SN Erection of a Pvc-u white orangery to front of property.</p> <p>Objection: Effingham Parish Council objects to the application: The proposal is for a structure in front of the notional building line. The proposal is out of character with neighbouring properties. If planning permission was granted, it may set a precedent for other applications.</p>
17/N/00083	<p>Loseley, Mount Pleasant, Effingham, Leatherhead. KT24 5NS Non-material amendment to alter the exterior wall finish from render to brick on the north elevation and the east elevation.</p>
172/17	<p>Late received planning applications:</p>
17/P/01100	<p>Greenacres, High Barn Road, Effingham. KT24 5PT Erection of stables and a detached tack room following removal of existing shed.</p> <p>Objection: Effingham Parish Council OBJECTS to the application: The proposal is for a substantially larger replacement structure within the Green Belt.</p>
173/17	<p>Results of previous planning applications:</p>
17/N/00070	<p>Ranmore Manor, Ranmore Common, Dorking. RH5 6SX Non-material amendment to planning application 14/P/01028, approved on 28.04.2015, showing the repositioning of the approve rear facing light wells on each unit to the side of the building. (amended plan received 26.05.2017) Approved</p>
17/N/00083	<p>Loseley, Mount Pleasant, Effingham, Leatherhead. KT24 5NS Non-material amendment to alter the exterior wall finish from rendered to brick on the north elevation and the east elevation. Approved</p>
17/P/00437	<p>Manor Barn House, Browns Lane, Effingham. KT24 5NL Replace the end wall of the kitchen on side elevation, with a metal-framed full width glass wall and internal alteration. Relocation of the gate in the flint wall. Construction of a log store to the rear of the garage. Reinstatement of the canopy to the rear of the house. Refused.</p>
17/P/00473	<p>The White Cottage, Chapel Hill, Effingham. KT24 5NB Erection of a 3 bedroom detached dwelling with associated access and parking. Approved.</p>

17/P/00501	<p>Three Acre Barn, Guildford Road, Effingham. KT24 5QQ Conversion of two former equestrian buildings to form a single two-bed residential dwelling, with a glazed link extension. Refused.</p>
17/P/00702	<p>Meadowsweet, Heathway, East Horsley, L/Head. KT24 5ET Demolition of existing garage and erection of a new double garage with additional bin and cycle storage on opposite side of frontage. Reduce size of lean-to. New driveway to access rear of site and construction of new dwelling with double garage to rear. Refused.</p>
17/P/00718	<p>Beagles Den, Dog Kennel Green, Ranmore Com. RH5 6SS Proposed single storey rear extension, addition of dormer windows, raising and alterations to roof line (amended plans received 02.05.2017 showing first floor east facing windows to be obscured glazed and fixed shut. Refused</p>
17/P/00865	<p>Porch End, 4 The Street, Effingham, Leatherhead. KT24 5LU Proposed extension to existing rear dormer. Approved</p>
17/P/00870	<p>Hylands, Guildford Road, Effingham, Leatherhead. KT24 5QF Certificate of lawfulness for a proposed development to establish whether a single storey utility room side extension, single storey rear extension, and roof-light would constitute permitted development. Part Permitted / Part Refused</p>
174/17	<p>Other planning matters:</p> <p>17/P/00435 Planning Appeal - APP/Y3615/D/17/3175807</p> <p>Cheyme Cottage, Manor House Lane, Bookham. KT23 4EJ</p> <p>To note: An appeal has been started against GBC's decision to refuse planning permission for: Part demolition of the rear extension and construction of a two-storey rear extension with pitched roof and dormers. Replacement of the sub standard flat roofs to the property together with a new opening on the front elevation.</p>
175/17	<p>BH/HofE Appeal: Parish Councillors noted their appreciation of the professional legal work carried out by the barristers from No.5 The Chambers. (Mr Scott Stemp & Ms Leanne Buckley-Thomson)</p>

	<p>The Parish Council was also grateful that although their remit may have been expanded upon, original budgetary agreements were kept to.</p> <p>It is hoped that the Planning Inspector will make his recommendations to the Secretary of State by the 1st of September.</p> <p>It was also confirmed that the S106 Agreement had now been signed by all parties, and was now in place should the appeal be allowed.</p>
176/17	<p>Wisley Appeal:</p> <p>As of 27th June approximately 150 completed questionnaires had been returned. The Clerk was requested to place a poster in the PC notice board as a reminder of the 7th July deadline. The Parish Council continue to be concerned that if the Appeal was allowed, that there would be a negative impact for Effingham Residents regarding GP Surgeries, Public Transport, Effingham Junction Railway Station passenger capacity and car-parking along with road closures. Cllr Pindar will be presenting the Parish Council at the Appeal, with a witness statement.</p>
177/17	<p>Reports and correspondence relating to other planning matters:</p> <p>It was agreed that the Parish Council should explore options for considering future planning applications.</p> <p>Two options were considered:</p> <ol style="list-style-type: none"> 1) An informal working group that could make recommendations at parish council meetings before decisions are made, or 2) A planning group that would meet and decide upon planning applications, outside monthly parish council meetings. <p>These meetings would need to be open to the public.</p> <p>Clerk to suggest dates for a Parish Council working group.</p>
178/17	<p>Reports from Parish Councillors not included in the above:</p> <p>Cllr Nicholls advised that he had contacted Guildford Borough Council regarding the allocation of new Gypsy Traveller Pitches in Calvert Road. Cllr Hogger confirmed that GBC were undertaking the allocation of plots, based on an assessment of need, in accordance with their Gypsy and Traveller Allocation policy.</p>
	FINANCIAL MATTERS:
179/17	<p>Cheques were approved and signed:</p> <p>See appendix</p>
180/17	<p>Reports and or correspondence relating to other finance matters:</p> <p>None</p>

181/17	<p>Community Fund: A grant application from EVRT for a contribution to replace KGV hall seating and storage racks was considered and approved. (£1355.00)</p> <p>A grant application from EPFA for 4no circular picnic tables was considered and approved. (£996.67)</p>
182/17	<p>Reports and correspondence relating to other Space / Amenity matters: None</p>
183/17	<p>Reports from Parish Councillors not included in the above: None</p>
NEIGHBOURHOOD & LOCAL PLANS	
184/17	<p>Updates:</p> <p>Neighbourhood Plan from ENPAG: It was confirmed that Effingham's Neighbourhood Plan has now passed to an examiner. The Parish Council is hopeful that the result of this examination will be known towards the end of July.</p>
185/17	<p>GBC's Local Plan: The consultation on the Guildford Borough Council's Proposed Submission Local Plan (Reg 19): strategy and sites (2017) is open until to 12 noon on Monday 24 July 2017. The consultation is open to anyone to comment, however, it is targeted just on the proposed changes to the plan, and on the new and updated evidence base.</p>
HIGHWAYS & TRANSPORT	
186/17	<p>Current highway matters considered: None</p>
187/17	<p>Reports and correspondence relating to other Highway Matters: None</p>
188/17	<p>Reports from Parish Councillors not included in the above: None</p>
REPORTS	
189/17	<p>Reports received:</p>

<p>189/17a</p>	<p>Police and community issues</p> <p>April 2017 - Crime Report (x10)</p> <p>Crime on or near:</p> <p>Chester Road - Anti-social behavior (x1) Crocknorth Road - Criminal damage and arson (x1) Crocknorth Road - Violence and sexual offences (x1) Critten Lane - Other theft (x1) Orestan Lane - Anti-social behaviour (x1) & Other theft (x1) Browns Lane - Public order (x1) Beech Close - Anti-social behaviour (x1) Norwood Close - Criminal damage and arson (x1) Lower Road - Anti-social behaviour (x1)</p>
<p>189/17b</p>	<p>Allotments</p> <p>Allotment holders have reported the recent theft of strawberries from their plots. It unclear whether or not an animal(s) may be responsible.</p>
<p>189/17c</p>	<p>Burial Ground</p> <p>Cllr Cornwell and the Clerk are carefully monitoring grounds maintenance contractor performance.</p>
<p>189/17d</p>	<p>Schools</p> <p>None</p>
<p>189/17e</p>	<p>Home Farm West - Calvert and Chester Roads</p> <p>None</p>
<p>189/17f</p>	<p>Friends of Effingham Common</p> <p>The Parish Council notes the recent award given by Guildford Borough Council to The Effingham Commoners Group. This "Certificate of Appreciation for our Volunteers" was given in recognition for exceptional work by the group in the community. Cllr Pindar proposed that a letter of thanks should be sent to the volunteers.</p>
<p>189/17g</p>	<p>Smith's Charity</p> <p>None</p>
<p>189/17h</p>	<p>Effingham Local History Group</p> <p>A resident highlighted that St.Lawrence Church were taking pre-publication orders for a booked titled "Some Account of the Monuments and Inscriptions at St.Lawrence Church Effingham". The book has been compiled by Bryan R.Sherwood and costs £15. All profits resulting from book sales will go to St.Lawrence Church. e-mail stlawrence1939@btinternet.com</p>

189/17i	Local government / admin matters Update for Risk The Clerk's 1st quarter (April to June 2017) Risk Assessment report for parish council physical risk was received.
189/17j	Parish Rooms None
189/17k	Effingham Village Recreation Trust The EVRT AGM was held recently on the 13th of June 2017.
190/17	Reports from Parish Councillors not included in the above. None
191/17	Communications Working Group: Updates: None
	CORRESPONDENCE
192/17	Correspondence received since the last Parish Council Meeting: None
192/17a	Email received from GBC inviting EPC to make a submission to their new "Explore Villages Around Guildford" website. <i>http://www.guildford.gov.uk/visitguildford/villages</i> Cllr Pindar proposed to join with the Communication Working Group to look at wording for any entry.
192/17b	An email has been received from a local resident regarding crime and policing levels. Clerk to follow up with Surrey Police.
192/17c	An email has been received from a local resident regarding Beech Avenue, and a recent vehicle accident there. Clerk to follow up.
	NEXT AGENDA
193/17	To note parish business for the Agenda of the next meeting None
	Next meeting - 25th July 2017 8pm KGV Hall, Browns Lane

179/17 To approve and sign cheques

<u>Cheque No.</u>	<u>To -</u>	<u>Description</u>	<u>£ (vat)</u>	<u>Authority</u>
300220	The Phone Co-op	Parish room broadband & phone	047.29 (7.88)	LGA 1972 s.111
300234	Countywide Grounds Maintenance	Burial Ground maintenance January 2017	0218.50 (36.42)	Open Spaces Act 1906, s.9 and 10
300222	Jon Short	Clerk Wages (monthly)	1373.13	LGA 1972 s.112
300223	Jon Short	Clerk reimbursements	0024.74	LGA 1972 s.112
300224	Surrey Pension Fund	Clerk Pension (monthly)	579.36	LGA 1972 s.112
300225	Post Office	Clerk TAX / NI April - June 1st Quarter	0896.31	LGA 1972 s.112

Community Fund / outsourced printing / memberships / legal / other

300226	Scott Stemp	Appeal legal costs	11000.00 (1833.34)	LGA 1972 s.111, s.222
300227	Leanne Buckley-Thomson	Appeal legal costs	3280.00 (546.66)	LGA 1972 s.111, s.222
300228	Asset Heritage	Appeal legal costs	2970.40 (495.00)	LGA 1972 s.111, s.222
300229	The Ecology Co-op	Appeal legal costs	2598.48 (433.08)	LGA 1972 s.111, s.222
300230	Effingham Recreation Trust (July-Sept 17)	Service level agreement Maintenance Capital replacement Total -	2250.00 0750.00 3000.00	Local Government (Misc Provisions) Act 1976, s.19
300231	Surrey Litho	Printing for Wisley Appeal	0671.60 (76.60)	LGA 1972 s.111
300232	Surrey Litho	Printing for KGV survey	0213.00 (35.50)	LGA 1972 s.111
300233	Effingham Volunteer Drivers (Mrs P.Steer)	Community Fund Grant - mobile phone vat call voucher (no vat)	0034.00 (5.67) 0010.00 0044.00	Local Government and Rating Act 1997 ss.26- 29