

MINUTES OF ORDINARY MEETING OF EFFINGHAM PARISH COUNCIL

8.00pm, Tuesday 27 August 2013

King George V Hall, Browns Lane, Effingham

Present

Cllr Pindar – Chair

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

17 local government electors

Surry County Councillor Barker

PCSO Culross

128.13 APOLOGIES FOR ABSENCE

Cllr Moss – On holiday

129.13 REGISTER OF INTERESTS & OTHER INTERESTS AFFECTING THIS AGENDA

Cllr Bowerman declared an interest as a managing trustee of EVRT

Cllr Bell declared an interest as a managing trustee of EVRT and as a neighbour to the planning item at 2 Church Cottages

Cllr Hogger declared an interest as a managing trustee of EVRT and as a shareholder and director of Champion Meadow, a landowning consortium which has purchased a piece of land in order to protect it from development.

130.13 MINUTES OF THE PREVIOUS MEETING

The minutes of the ordinary meeting of 23 July 2013 were agreed with one spelling correction.

CR

131.13 MATTERS ARISING FROM THE PREVIOUS MINUTES

Voluntary tree warden informed about Woodland Trust funding opportunity

Cllr Lightfoot to draft letter of support on the anti-social behaviour issues at Wisley Common

AL

Cllr Lightfoot to co-ordinate response to NALC draft strategy

AL

132.13 MATTERS RAISED BY RESIDENTS

At resident's request the Council to investigate the costs of providing a tap in the burial ground

CR

The council noted possible footpath obstruction and safety issues with the recent A246 hedge pruning work

A resident flagged the importance of EPC involvement in all Home Farm Estate meetings

133.13 PLANNING MATTERS

New Planning Applications

13/P/01282 – Browns, Browns Lane, Effingham

Listed Building Consent for a single storey garden workshop following demolition of existing car port/store and new pitched roof to replace existing flat roof and new garage doors to existing garage.

No objection but comments that any work should be in keeping with this historic building in a Conservation Area.

13/P/01285 – 2 Church Cottages, Church Street, Effingham

Certificate of Lawfulness for proposed development to establish whether repositioning an existing shed, reinstating access by lowering ground level by 500mm to form new hardstanding constitutes Permitted Development (additional information received 2/8/13 and 5/8/13)

For information only as no comments invited for Certificates of Lawfulness.

13/P/01290 – The Vineries, Lower Road, Effingham

The change of use from a nursery and retail garden centre to a garden centre retail use (A1) together consisting of the existing garden centre sales buildings and open areas and the ancillary nursery area, glass houses, storage areas, café, offices, parking and hardstanding.

To comment that EPC would like to see a condition included that specified retail use is limited to garden centre use to prevent future retail diversification.

13/P/01299 – Speranza, Orestan Lane, Effingham

Lawful Development certificate to establish whether planning permission is required for a detached garage and detached artist's studio

For information only as no comments invited for Certificates of Lawfulness.

13/P/01306 – 30 Orchard Gardens, Effingham

Erection of single storey rear extension with a part tiles, part translucent roof

No comments

13/T/00168 – Overdale, the Street, Effingham

Crown reduce trees on RHS of rear garden and reduce height of all bushes on RHS of garden.

No comments

13/P/01235 – Stocks, The Street, Effingham

Single storey rear extension, conversion of roof space to habitable space with addition of front and rear dormer windows and new front porch following demolition of attached garage and side lean to.

No comments

13/P/01359 – Winrush, Heathway, East Horsley

Single storey side extension and addition of front entrance porch following demolition of existing garage and shed.

No comments

13/P/01364 – Crosslands Forge, Beech Avenue, Effingham

Change of use of Crosslands Forge from B1 use to a C3 two bedroom residential dwelling. Remove and replace the roof, with the addition of three front dormer windows (one with a balcony) and a roof light. Remove part of the existing front wall to provide 2m visibility splays for vehicles exiting the site. Enlarge two

casement windows to accommodate opening double doors.

Objection with comments on access to Beech Avenue, the historic building and setting, changes to an historic wall and rights of way concerns.

Full sized plans to be requested from GBC and extension to timescale to be requested.

CR

Cllrs Bell & Wetenhall to take up the owners' offer of a site visit

CB

JW

13/W/00046 – 4 Home Barn Court, The Street, Effingham

Prior approval for change of use from B1 (office) to C3 (residential) – conversion of ground and first floor to one 2 bed dwelling.

No comments

Previous Applications

13/P/01046 – Orestan House, Orestan Lane, Effingham

Approved

13/P/00967 – Cheyme Cottage, Manor House Lane, Bookham

Refused

13/P/00975 – The Orchard House, Beech Avenue, Effingham

Refused

13/P/00836 – 7 Leewood Way, Effingham

Approved

13/P/00965 – Pen Y Bryn, Dirtham Lane, Effingham

Approved

13/P/00542/543 – Ranmore Manor, Ranmore Common, Dorking

Approved

Other Planning Matters

Care Home Public Inquiry

Previous letters of objection both as a statutory consultee and a neighbour (due to ownership of the burial ground) have been submitted to the Inspectorate. The public inquiry is scheduled for 26 Nov 2013 and will last 4 days. EPC to attend and all concerned residents to be encouraged to attend.

Lawn View, Orestan Lane Appeal

Previous letters of objection to be submitted to the Inspectorate.

Reports & Correspondence

Guildford Borough Council Local Plan

GBC have published two key pieces of evidence for the Local Plan; The Green Belt & Countryside Study and SHLAA report. These are both available on the GBC website. Clerk to request paper copies for the Parish Room.

CR

Effingham's housing need survey is likely to be brought forward to autumn 2013 to ensure input into and influence on the Local Plan consultation process.

Bookham Vanguard Liaison Meeting

EPC met with Bookham Vanguard to discuss greenbelt review concerns. Draft minutes of the meeting and a joint communique have been prepared for publication on the websites of both organisations.

CR

ERRA

Cllr Pindar reported that ERRA intend to continue as an organisation and maintain the road representative network.

Community Ideas Database

Cllr Bell to circulate current database for suggestions on updating

CB

134.13 HIGHWAYS & TRANSPORT

Current Highways Matters

Operator Licences

OK1122695R – Newmarsh Farm, Horsley Road, Cobham – 2 vehicles

OK1107289R – Newmarsh Farm, Horsley Road, Cobham – 3 vehicles

OK1122604R – Drift Barn, The Drift, Ockham Road North, East Horsley – 1 vehicle & 1 trailer

Objection and comments to be submitted as previously for New Marsh Farm

Objection to Drift Barn due to narrowness and potential damage to narrow access road

Lengthsman

Cllr Barker invited Clerk to attend Parish Councils meeting at East Horsley to discuss the lengthsman project

CR

Surrey County Council have issued a formal document on Highways Localism with an application form to bid for funding for a lengthsman scheme for submission this autumn.

Reports & Correspondence

Beech Trees – Guildford Road

Clerk is liaising with GBC and SCC over the damage caused to beech tree saplings by contractor's strimming. Tree guards have been replaced and Clerk to request written confirmation of events from GBC and SCC.

CR

Highways Tree Works

Cllr Bell reported the need for tree works to SCC Highways land to safeguard visibility at KGV car park entrance. Cllr Bowerman reported the need for tree support for rowan sapling at the same land.

BB

Road Repairs

The poor state of Church Street and Critten Lane were flagged to Cllr Barker. Copy of recent highways correspondence on Beech Avenue to be copied to Cllr Barker.

CR

Cycling

EPC flagged to Cllr Barker concerns about the cost and logistics of future large scale cycle events and the impact on the village and countryside. This view is supported by East Horsley Parish Council.

BB

135.13 VILLAGE PLAN

Minutes of the Steering Committee

Draft minutes of the liaison meeting between EPC and Bookham Vanguard agreed.

Progress Report

Task & Finish Group

Draft minutes of the Task & Finish Group held at 15 Aug 2013 were agreed

Papers for documentation protocol, terms of reference and the action plan were submitted and agreed subject to regular 6 monthly review and update.

Funding application to be submitted with revised action plan and costings.

CR

Budget & Expenditure

No expenditure since previous meeting but housing needs survey is upcoming.

136.13 GREEN SPACES & VILLAGE AMENITIES

Current Matters

Burial Ground Noticeboard

Clerk to investigate costs of installing a noticeboard in the burial ground.

CR

Allotment Tree Works

Clerk to obtain costs for tree works to access track to allotments and submit Conservation Area Tree application.

CR

Reports & Correspondence

Fracking Licences

Cllr Lightfoot reported that maps of national fracking and a government website show that licence 143 may touch on the southern most border of Effingham.

137.13 REPORTS

Police & Community Safety

PCSO Culross reported there had been 7 crimes in the village from 1-27 Aug 2013; 2 distraction burglaries, 4 thefts and 1 criminal damage (graffiti at the school). Cllr Bowerman reported the damage to the Jubilee oak at KGV.

Allotments

Lease renewals scheduled for Sept 2013. All current vacant plots under offer to those on the waiting list.

Schools - No reports

EVRT

Meeting held with Custodian Trustee prior to the EPC meeting. EVRT to submit funding bid from the precept to EPC for consideration.

EVRT are also submitting a further funding bid for CCTV and security lighting to a grant making trust.

Chair of EPFA asked EPC to confirm that the Custodian Trustee was aware of the recently issued Notice to Quit. Cllr confirmed that the Custodian Trustee were kept informed of all developments and outlined the roles of the Custodian Trustee and the managing trustees. Liz Hogger, as managing trustee, reiterated the invitation for EPFA to resume discussions and sign a licence.

Home Farm Estate

GBC officers met with Home Farm residents recently to discuss the possibility of creating 6 new pitches at Home Farm with designation to retain these for local residents only. Any proposals will be carried out with full consultation and involvement from residents.

Friends of Effingham Common – No reports

Smith's Charity – No reports

Effingham Local History Group – No reports

Local Govt & Admin

Clerk to attend GBC/Parish Clerks Liaison meeting in September.

138.13 CORRESPONDENCE

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

GBC	Flyers for GBC Heritage Open Days
GBC	Planning Committee agenda – 13 Aug 2013
GBC	PR2991 – Local Plan consultation
GBC	PR 2993 – Supermarket appeal decision
GBC	PR 2995 – Release of research documents on sustainable growth
SCC	Dementia Friendly Surrey leaflets
Surrey Highways	Temporary traffic order for Tour of Britain Cycle Road Race
Horsley Directory	Aug/Sept edition
Nescot	New course information
Thames Water	Thames Tideway Tunnel information
CPRE	Countryside Voice magazine
K.Cornwell	Use of the Parish Room

139.13 FINANCIAL & ADMINISTRATIVE MATTERS

Current Financial & Admin Matters

Clerk's Pay

EPC agreed a 1% pay increase for Clerk backdated to April 2013 in line with the Local Government Employers & Trade Unions recommendation.

(Closed session)

Burial Ground Maintenance Contract

Draft contract agreed subject to inclusion of retendering every 3 years and consideration of the provision of equipment storage and proof of ID for the contractor. Revised draft to be agreed and signed off by Cllrs Pindar and Symes.

CR

Approval of Cheques

The following cheques were approved and signed:

Clare Ritchie	Clerk salary	£1128.19
James Nicholls	Burial Grounds Maintenance	£260.00
Phone Co-op	Phone bill	£29.36
EVRT	Concurrent Grant Aid	£1610.00

Reports & Correspondence

Surrey Community Hall Fund

No application to be submitted this year.

Heritage Lottery fund – WW1 Centenary Celebrations

Cllr Bell to collate suggestions for projects. Cllr Bell and Clerk to prepare funding application if appropriate project suggested.

CB

CR

London Marathon Charitable Trust

EVRT to submit application

CiLCA Registration

Clerk has formally registered for this qualification with two years to complete.

140.13 NEXT AGENDA

The next meeting will take place on Tuesday 1 Oct 2013