

MINUTES OF ORDINARY PARISH COUNCIL MEETING OF

Effingham Parish Council

Tuesday 28th February 2017, 8pm KGV Hall, Browns Lane.

Present:

Cllr Symes (Chair)

Cllr's Cornwell, Hackett, Hogger, Martland, Mayell, Nicholls (part-time).

Parish Clerk

10 local government electors

030/17	APOLOGIES FOR ABSENCE: Cllr's Moss, Pindar (C) & Whiteman.
031/17	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 applications 17/P/00273 & 276, as a resident of Orestan Lane. Cllr Nicholls declared an interest in the Home Farm Estate, being an employee, of a resident residing there.
032/17	MINUTES OF THE PREVIOUS MEETING OF 31.01.2017 The minutes were approved and duly signed by acting Chair Cllr Symes.
033/17	MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA: None
034/17	DATE OF ANNUAL PARISH MEETING: All Councillors approved the date change of the Annual Parish Meeting of Effingham Parish Council from Tuesday the 11th April to Tuesday the 4th April 2017. It is planned to include Neighbourhood Plan & Berkeley Homes Appeal presentations at this meeting.

<p>035/17</p>	<p>Local Policing and Crime Prevention:</p> <p>There was a local policing update from Sergeant Barwood & PCSO Jon Perry from Surrey Police, along with questions and answers.</p> <p>Items discussed -</p> <ol style="list-style-type: none"> 1) Classification and naming of crime incidents 2) Positive news reporting 3) Attendance of Surrey Police at Parish Council meetings. <p>Crime report - December 2016</p> <p><u>On or near -</u></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">Crocknorth Road -</td> <td>Other theft</td> </tr> <tr> <td>Mount Pleasant -</td> <td>Anti-social behaviour</td> </tr> <tr> <td>Manorhouse Lane -</td> <td>Anti-social behaviour</td> </tr> <tr> <td>Orestan Lane -</td> <td>Criminal damage and arson (x2)</td> </tr> <tr> <td>Orestan Lane -</td> <td>Violence and sexual offences</td> </tr> <tr> <td>Calvert Road -</td> <td>Violence and sexual offences</td> </tr> <tr> <td>Heathview -</td> <td>Burglary</td> </tr> <tr> <td>Forest Lane -</td> <td>Anti-social behaviour</td> </tr> </table>	Crocknorth Road -	Other theft	Mount Pleasant -	Anti-social behaviour	Manorhouse Lane -	Anti-social behaviour	Orestan Lane -	Criminal damage and arson (x2)	Orestan Lane -	Violence and sexual offences	Calvert Road -	Violence and sexual offences	Heathview -	Burglary	Forest Lane -	Anti-social behaviour
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<p>036/17</p>	<p>MATTERS RAISED BY RESIDENTS:</p> <p>A local resident spoke of possible concerns regarding the expansion plans at St.Teresa's School, and the resulting increase of traffic in the Beech Avenue area of the parish. It was thought that boarders may take many of the new pupil places and that the staggering of coach movements should be encouraged.</p>																
<p>037/17</p> <p>17/P/00170</p> <p>17/P/00202</p>	<p>Planning Matters:</p> <p>New planning applications considered:</p> <p>Loseley, Mount Pleasant, Effingham, Leatherhead. KT24 5NS Proposed single storey side extension and covered lean-to. Objection: The proposal if approved would result in a negative impact for neighbouring properties to the rear, due to the development being in close proximity to the rear boundary.</p> <p>Ermada, Guildford Road, Effingham, Leatherhead. KT23 4HT Proposed erection of a single storey outbuilding with pitched roof and the erection of new access gates and piers. Objection: The proposal if approved would result in a structure in front of the building line, which would also be in close proximity to the road.</p>																

17/P/00205	<p>Greenacres, High Barn Road, Effingham, L/head. KT24 5PT Variation of condition 2 (drawings nos) of planning permission 16/P/00461 approved 28.04.16 No comment.</p>
17/P/00238	<p>Pilgrims, Guildford Road, Effingham, Leatherhead. KT24 5QA Proposed single storey extension to existing garage and conversion of part of the garage to inhabitable space. Comment: The Parish Council suggests that if this proposal is approved, then this outbuilding should remain ancillary and not independent to the main dwelling.</p>
17/P/00273	<p>Tap Farm, Orestan Lane, Effingham, Leatherhead. KT24 5SJ Change of use from equestrian use to dog day care and training centre (Retrospective) No comment.</p>
17/P/00276	<p>Westmoor, Orestan Lane, Effingham, Leatherhead. KT24 5SN <u>Certificate of lawful development</u> for proposed use to establish whether a single storey rear extension constitutes permitted development.</p>
17/P/00278	<p>Effingham Golf Club, Guildford Road, Effingham. KT24 5PZ Construction of new security shutters and side wall to buggy store. No comment.</p>
17/P/00279	<p>Effingham Golf Club, Guildford Road, Effingham. KT24 5PZ Listed Building Consent for construction of new security shutters and side wall to buggy store. No comment.</p>
17/T/00021	<p>39 Middle Farm Place, Effingham, Leatherhead. KT24 5LA T1- Norway Maple- remove dead, diseased and dangerous branches. T2- Sycamore- Pollard to previous framework. (Effingham Conservation Area) No comment.</p>
38/017	<p>Late received planning applications:</p>
17/P/00382	<p>Hawthorns, 23 The Street, Effingham, Leatherhead. KT24 5LQ Proposed new infill front porch, replacement front gable window and first floor extension with dormer gable window; part single part two storey rear extension following the demolition of existing conservatory; trio of gable windows to replace existing flat dormer extension (south elevation); replacement of windows throughout, weatherboard cladding and removal of existing hanging tile.</p>

	<p>Objection: The proposed 3 dormer windows overlook a neighbouring property. The proposed balcony would be a privacy issue for neighbouring properties.</p> <p>Comment: The proposed sky lights should be screened to prevent light pollution and to align with Dark Skies Policies (EN4) from EPC's emerging Neighbourhood Plan.</p>
39/017	Results of previous planning applications:
16/P/02503	Hooke Farm , Effingham Common, Effingham. KT24 5JE Certificate of lawfulness to establish if a proposal to erect a single storey side extension, dormers and erection of curtilage buildings constitutes permitted development. Approved.
16/P/02504	The Beeches , Beech Avenue, Effingham. KT24 5PJ Proposed erection of a detached garage. Approved.
16/P/02530	Queensleigh , Salmons Road, Effingham. KT24 5QJ Hard and soft landscaping works including new garden wall to rear. Approved.
16/P/02531	Land rear of 5 , Water Lane, Effingham. KT23 3HQ Certificate of lawfulness for existing use to establish whether the storage units to the rear of 5 Water Lane have been used for commercial storage (Class use B8) for more than 10 years. Refused.
16/P/02572	Effingham Cricket Club , Pavilion, Effingham Common. Erection of two storage containers, clad in bespoke wooden double door garage following demolition of traditional up and over garage. Approved.
16/T/00305	4 The Steps , The Street, Effingham, Leatherhead. KT24 5LT T1 Beech Tree-reduce by 2-3m to old cuts leaving 15m in height and 8m in spread. (Effingham Conservation Area) Approved.
16/D/00201	Land to the north and south of 105 , Calvert Road, Effham. Discharge of condition 3, 4 and 10 of planning permission 16/P/00428 approved 26.08.16 (Traveller Pitches) Approved.

<p>40/017</p> <p>12/T/00040</p>	<p>Other planning matters considered:</p> <p>Enforcement Cases:</p> <p>Spinney Stables, Outdowns, Effingham, Leatherhead. KT24 Alleged breach of condition 3 of tree application 12/T/00040 relating to replacement trees, is currently under investigation. EPC have been added to GBC's "interested party" file regarding this alleged breach.</p>
<p>41/017</p> <p>42/017</p>	<p>Berkeley Homes / Howard of Effingham Appeal:</p> <p>Appeal Working Group update: Cllr Hogger gave an update on the Appeal, and confirmed venue details. (G.Live 16th & 23rd May, all other days would be in GBC Council Chambers). It was confirmed that GBC were supportive of EPC's S106 contribution proposal (resulting from a successful appeal), for refurbishment work at the KGV. The Pre-Inquiry Meeting (PIM) took place today (28.02.17), which involved site visits by the inspector and a meeting of parties at Guildford Borough Council. Discussions on the Statement of Common Ground were still ongoing. It was suggested that Effingham Residents Association could make a statement during the appeal.</p> <p>The instructing of an Ecology Expert Witness to represent Effingham Parish Council at the BH/HofE Appeal was considered and approved by the Parish Council. All Parish Councillors voted in favour of the proposal. Cllr Cornwell sourced 3 quotations, and his recommendation of appointing Ecology Coop to represent EPC, with a budget of up to £2000 was approved by all Councillors.</p>
<p>43/017</p>	<p>Wisley Investment Properties Appeal:</p> <p>Wisley Working Group (WWG) update: The minutes from the first meeting of 6th February were presented. East Horsley Parish Council attended this meeting and reported on the Rule 6 status of EH and WH. The main areas of concern for these councils are transport and highways, and character and planning. Other Rule 6 parties include WAG & Ockham PC, Ripley PC, RSPB, Cobham Residents Association & and a local resident. It was confirmed that EPC would not be a Rule 6 party, but instead be a witness. It was agreed that Effingham Residents Association be invited to assist in a parish wide survey, to assess support or opposition to the Wisley development. The timetable for the Appeal is expected to be a start date of 19th September 2017 and take 16 days over 4 weeks.</p>

44/017	Reports and correspondence relating to other planning matters: None
45/017	Reports from Parish Councillors not included in the above: None
	FINANCIAL MATTERS CONSIDERED:
46/017	To approve and sign cheques (see Clerk notes) Cheques were approved and signed. (see appendix)
47/017	Reports and or correspondence relating to other finance matters: The considering of ways to encourage the uptake of grants from the Community Fund, by local groups and organisations was moved to the next agenda (28.03.17)
48/017	To consider: A grant application of £250 from Kent Surrey & Sussex Air Ambulance towards ongoing costs was considered & was approved in principal, (Cllr's voted 4 for & 2 against). The Clerk was instructed to review budget funds and report back to the Parish Council, Cllr Hackett suggested that Crowd Funding might be considered to further support this charity.
49/017	Parish Council PC: Cllr Martland spoke regarding the Parish Council computer, which is currently running hot and appears to have RAM issues. Various options were considered, and a budget of up to £300 was approved by the Parish Council, for possible upgrades and additional external storage hardware.
50/017	Reports and correspondence relating to other Space / Amenity matters: None
51/017	Reports from Parish Councillors not included in the above: None
	NEIGHBOURHOOD & LOCAL PLANS
52/017	Updates: Neighbourhood Plan from ENPAG: Cllr Hogger gave a comprehensive update on Neighbourhood Plan progress and timelines. It was confirmed that the Regulation 15 Submission of Effingham's Neighbourhood Plan (2016-2030) to Guildford Borough Council, along with supporting documents -

53/017	<p>(SD1) Consultation Statement, (SD2) Basic Conditions Statement & (SD3) Strategic Environmental Assessment Screening Report would take place during w/c 27th February 2017.</p> <p>There were motions to -</p> <p>1) Upload Neighbourhood Plan documents to EPC's website & 2) Submit a press release after redrafting work has been completed.</p> <p>All Councillors voted in favour of the motions.</p> <p>It was agreed to finance the professional printing of up to 100 copies of the Neighbourhood Plan.</p> <p>Cllr Mayell spoke of GBC's support of EPC's NP, and that it was now being held up as a model plan for other Parish Councils and resident groups.</p> <p>Cllr Hogger then went onto thank everyone that had been involved in producing the Neighbourhood Plan - local residents, ENPAG members and Parish Councillors.</p> <p>GBC's Local Plan:</p> <p>Cllr Hogger reported on GBC's Local Plan, which is currently being revised following consultation. It is hoped that Reg 19 will take place in June/July this year, and that a revised plan will be published on the 10th of April. It is further hoped that their Local Plan will go to government by the end of the year with the revised SHMA and 5 year housing land supply.</p>
	HIGHWAYS & TRANSPORT
54/017	<p>Current highway matters considered : None</p>
55/017	<p>Reports and correspondence relating to other Highway Matters: For information: A local resident has reported their safety concerns to Surrey County Council regarding the blind junction where Orestan Lane joins Effingham Common Road.</p>
56/017	<p>Reports from Parish Councillors not included in the above: None</p>
	REPORTS
	Reports received:

57/017a	Allotments: None
58/017b	Burial Ground: The Parish Council considered proposals from the incumbent provider for grounds maintenance, against an alternative provider. It was agreed by a majority vote (5/1) to retain Countrywide Grounds Maintenance for a further 3 years on a fixed priced contract. This contract was seen to provide cost benefits and long term budgeting advantages.
58/017c	Schools: None
58/017d	Home Farm West - Calvert and Chester Roads: Cllr Nicolls to present a report at the next PC Meeting.
58/017e	Friends of Effingham Common: None
58/017f	Smith's Charity: None
58/017g	Effingham Local History Group: Chris Hogger from ELHG reported that there had been a recent meeting with Surrey Heritage / Surrey History Centre to facilitate document sharing. This collaboration will eventually enable some 12000 local history documents to be linkable countrywide. Surrey Heritage's "Surrey in The Great War" project will be hosting an event at the Old Barn in Great Bookham on the 22nd March, to showcase opportunities to get involved with the project.
58/017h	Local government / admin matters: None
58/017i	Update for Risk: None
58/017j	Parish Rooms: None
58/017k	Effingham Village Recreation Trust: EVRT's Service Level Agreement (SLA) Monitoring Report for 2016-17 was received and approved by the Parish Council.

59/017	<p>Reports from Parish Councillors not included in the above:</p> <p>The need for a Communication Strategy was considered by the Parish Council, those topics that might be included were:</p> <ol style="list-style-type: none"> 1) Leaflet distribution methods 2) Notice-boards 3) Press releases 4) Branding on assets <p>All Parish Councillors voted in favour of a Communication Strategy Working Group comprising of the following Councillors - Hackett, Hogger, Mayell & Whiteman & the Clerk.</p>
	CORRESPONDENCE
60/017	<p>Correspondence received since the last Parish Council Meeting: None</p>
	NEXT AGENDA
61/017	<p>Parish business for the Agenda of the next meeting:</p> <p>(i) To consider ways of encouraging the uptake of grants from the Community Fund, by local groups and organisations. (047/17) (Cllr Moss)</p> <p>(ii) To receive a report from Cllr Nicholls regarding the small pockets of land owned by GBC at Home Farm West (Calvert & Chester Roads).</p>
	<p>Next meeting - Tuesday March 28th, 8pm KGV Hall, Browns Lane, Effingham.</p>

Appendix

Cheque No.	To -	Description	£ (vat)	Authority
300158	The Phone Co-op	Parish room broadband & phone	0047.21 (07.87)	LGA 1972 s.111
300160	Countywide Grounds Maintenance	Burial Ground maintenance January 2017	0210.00 (035.00)	Open Spaces Act 1906, s.9 and 10
300161	Jon Short	Clerk Wages (monthly)	1363.81	LGA 1972 s.112
300162	Jon Short	Clerk reimbursements	0041.99	LGA 1972 s.112
300163	Surrey Pension Fund	Clerk Pension (monthly)	0579.28	LGA 1972 s.112
300164	Effingham Village Recreation Trust	4th Quarter Service Level Agreement - January - March 17	3000.00	Public Health Act 1875, section 164; LGA 1972 Schedule 14 paragraph 27; Public Health Acts Amendment Act 1890 section 44
Community Fund / outsourced printing / memberships / legal / other				
300165	SSALC	2017 Spring Conference - Cllr Hackett attending	0048.00 (08.00)	LGA 1972 s.111
300159	Surrey Hills PC (David Morton)	Clean Dust & reseal heatsinks on Parish Council Mac	0080.00	LGA 1972 s.111
300166	SLCC	Local Council Administration publication	76.60	LGA 1972 s.111