

MINUTES OF ORDINARY MEETING OF EFFINGHAM PARISH COUNCIL

8.00pm, Tuesday 28th July 2015
King George V Hall, Browns Lane, Effingham.

Present

Cllr Pindar - Chair
Cllr Symes - (VC), Cllr Cornwell, Cllr Lightfoot, Cllr Martland, Cllr Hackett, Cllr Hogger and Cllr Nicholls
Parish Clerk
17 local residents

104.15	<p>APOLOGIES FOR ABSENCE Cllr's Brazil, Cllr Moss and SCC Cllr Barker</p>
105.15	<p>REGISTER OF INTERESTS AND OTHER INTERESTS AFFECTING THIS AGENDA Cllr Hogger declared her interest as a member of Guildford Borough Council's Planning Committee, and therefore does not comment on planning applications. Cllr Hogger declared her interest as a Trustee of EVRT. Cllr Martland declared that as a resident of Orestan Lane, he won't be commenting on any planning applications from Orestan Lane.</p>
105.15a	<p>MATTERS RAISED BY RESIDENTS</p> <p>A resident asked the Parish Council if they had any knowledge of a recent meeting at Guildford Borough Council, where Home Farm was discussed. The Parish Council had subsequent knowledge of the meeting, but had not been invited to attend. Cllr Hogger will investigate and report back to the Parish Council at a later date. (LH)</p> <p>A resident asked for comment from the Parish Council regarding a recently published letter on the GBC Planning Website regarding Berkeley Homes planning application 14/P/02109. The letter was titled "Letter of support for the expansion plans at the Howard of Effingham School", sent by P.J.Wilkinson & L.Kemeny at Surrey County Council to B.Fagg at Guildford Borough Council. The Parish Council had many concerns regarding the letter, one of the greatest concerns was the apparent justification for expansion using questionable figures and statistics. The Parish Council agreed to form a working group to consider a response to the SCC letter of support, and report back to the Parish Council. (Cllr's Pindar, Martland and Cornwell, with support from 2 local residents) (AP/DM/KC)</p> <p>Further residents came forward during the discussion to voice their concerns that FOI requests had not been forthcoming from SCC within the statutory timeframes. These requests had been for accurate figures and projections by SCC that would be used in their SCAP return to the DFE.</p>

	<p>Further concerns voiced by residents regarding the BH application included confirmation from the Howard of Effingham School that they had not carried out the required consultation as set out by the DFE for any expansion plans.</p> <p>A resident contacted the Clerk regarding the minutes taken at May's 2015 Annual Meeting of the Parish Council, and their discussion with Arnold Pindar (Chair) regarding the 2015/16 precept. (81.15). As a result of this e-mail Chairman Arnold Pindar read the following statement out during the meeting -</p> <p><i>“A resident asked for clarification of the minute relating to Matters Raised by Residents at the Parish Council meeting held on 18 May 2015. The chairman stated that he would have preferred to consult more widely on the increase in the Precept for 2015-16 had more time and resources been available. He confirmed that the £30,000 increase was for one year only and that it was planned to revert to more normal Precept levels for 2016-17. He further confirmed that should the additional £30,000 not be required for the purposes described in the Annual report, then the Parish Council would consult with the village before re-allocating the funds or further reducing the Precept.”</i></p>
106.15	<p>MINUTES OF PREVIOUS MEETING</p> <p>The minutes of the ordinary meeting of June 23rd 2015 were signed by the Chairman, as a true and accurate record.</p>
107.15	<p>TO DEAL WITH ANY MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA</p> <p>It was agreed that the 2016 Annual Chairman's Meeting be held at 8pm on the 12th of April 2016 at the King George V Hall.</p>
108.15	<p>PLANNING MATTERS</p> <p>New Planning Applications received by 22.07.15</p> <p>15/P/01136 High Pines, Guildford Road, Effingham. KT24 5QF Erection of a 2 bay oak framed garage No Comment</p> <p>15/P/01184 Fairways, Beech Ave, Effingham. KT24 5PJ 2 storey side and rear extensions, 1st floor rear extension, ground floor rear infill extension and enlargement of front gable. Addition of dormer windows to front elevation and alteration to fenestration on front and rear extensions.</p> <p>Comment - The Parish Council has concerns over the proposed position of the extension, and the resulting reduction of natural light for a neighbouring property. The Parish Council also notes that the proposed extension runs alongside an existing public footpath.</p>

15/P/01208

Woodstock, Orestan Lane, Effingham. KT24 5SP

Oak framed entrance canopy and tile hanging at 1st floor level to front elevation. Increase in width of driveway and the installation of a rail and post fence along the front of the property.

No Comment

15/P/01215

White Cottage, Lower Farm Road, Effingham. KT24 5JL

2 storey side/rear extension, single storey front extension and internal alterations.

Comment -

The Parish Council has concerns over the proposed position of the extension and the resulting reduction of natural light for an adjacent property.

15/P/01227

Kirkland, High Barn Road, Effingham. KT24 5PU

Excavation works and formation of basement. Erection of 2 storey rear extension, and single storey side extension, minor fenestration changes and associated works including landscaping (part retrospective).

Objection -

The Parish Council objects to the Planning Application as the major part of it is for retrospective permission, and also it may be considered as "over" development taking account of the increase of floor area with the basement included.

The Parish Council would also like to report continuing issues with a spoil heap which has recently partially blocked a footpath.

There is also a concern that current boundaries should be respected and not encroached.

15/P/01247

Kayos Cottage, Guildford Road, Effingham. KT24 5QQ

Erection of a detached building.

No Comment

15/P/01259

Tollgate Farm, Guildford Road, Effingham. KT24 5QL

Demolition of all buildings and construction of a new dwelling and a single commercial unit together with landscaping and parking.

Objection -

1. The demolition of all existing buildings doesn't take note of the existing dwelling, the Parish council would like some details of what is planned for the original building house which is in poor condition, if the new building was to be approved it would be incongruous on the site and its future must be defined as part of any approval.

2. The Parish Council has concerns about moving the new building house behind the traditional building line for the road.

3. The demolition of all existing out buildings does not provide for any storage to support 17 acres of agricultural land. We would like the future use of the land explained and how any equipment to be involved would be accommodated.

	<p>4. The applicant has hi-lighted a previous problem of noise pollution from the site, however the Parish Council is not aware this has ever been the case. We would like this claim substantiated, but, be aware that there are many witnesses to the contrary. However there are also many witnesses that the present occupants working causes excessive noise including in antisocial hours.</p> <p>5. The Parish Council has noted the new position of the commercial barn, this position in the middle of the greenbelt site on a rise on the site would be undesirable. Although the view may be somewhat protected by trees in the Summer, in the winter it would be very visible from the road on the rise and would cause harm to the openness of the green belt, agricultural buildings are traditionally kept to the curtilage of a site and should be repositioned on an area that has had previous hard landscaping on the right of the site and relatively out of view from the road.</p> <p>6. The height of the Barn is overbearing and unnecessarily large for 2 commercial trucks which are approx 2.50 meters high.</p> <p>7. Local residents have noted that many trees have already been removed from the site, no more trees should be removed from the site, which would be detrimental to wildlife and ecological habitats.</p> <p>The Parish Council is keen to see this site improved, with the above objections taken into consideration, however, it is important that the openness of the green belt is enhanced on the site and not harmed.</p> <p>15/P/01289 Highlands, Guildford Road, Effingham. KT24 5QF Single storey side and rear extension. No Comment</p>
	<p>Results of previous Planning Applications</p> <p>15/P/00812 Upper Leewood Farm, Effingham. KT24 5JQ Refused</p> <p>15/P/00813 Upper Leewood Farm, Effingham. KT24 5JQ Refused</p> <p>15/P/00891 The Sheiling, Orestan Lane, Effingham. KT24 5SN Refused</p>
	<p>Outstanding Enforcement Cases The age and quantity of outstanding enforcement cases was discussed with no agreed action at this time.</p>

	<p>Other correspondence relating to other Planning Matters</p> <p>East Court, Beech Avenue, Effingham. KT24 5PN The owners of East Court have lodged an appeal to the refused planning application 15/P/00225. It was agreed that the Clerk would resend the original objections letter to GBC Planning Department. (Clerk)</p>
108.15a	<p>The Parish Council considered GBC's decision to no longer send hard copies of planning applications. Cllr Hogger correctly informed the Parish Council this notification was from Surrey County Council not Guildford Borough Council. It was agreed that the Clerk would reply with an objection to their decision, as planning applications from SCC can often be complex requiring large scale plans that the Parish Council can't print off at this time. (Clerk)</p>
108.15b	<p>This item was fully covered during Matters Raised By Residents (105.15a)</p>
108.15c	<p>The Parish Council discussed a response to the letter sent by Glanville Consulting Engineers to SCC Transport Development Planning Department, regarding the proposed expansion plans at the Howard of Effingham School. The Parish Council were not aware of the original refusal letter from SCC regarding the proposed plans affecting local roads. Cllr Hogger agreed to research this and report back to the Parish Council. (LH)</p>
109.15	<p>TO CONSIDER FINANCIAL MATTERS</p>
109.15a	<p>To approve and sign cheques Cheques were approved and duly signed. A summary of cheque payments is included in Appendix.</p>
109.15b	<p>The Concurrent Functions Grant Aid (CFGAs) 2016-7 available from Guildford Borough Council was discussed briefly. Cllr Hogger made the following suggestions - tidying up outside parade of village shops including replacement of existing bollards. The grass verge opposite the Howard of Effingham School on Lower Road was also suggested as a possible area for improvement.</p>
109.15c	<p>The changing of the Parish Council's banking provider was discussed. It was agreed that the Parish Council should have different providers for their current and savings accounts. Further research required by the Parish Clerk who will make recommendations at a future PC meeting. (Clerk)</p>
110.15	<p>GREEN SPACES AND VILLAGE AMENITIES</p>
110.15a	<p>Effingham Cricket Club A request for funding from the Parish Council's Community Fund has been received from Effingham CC, for the purpose of security for cricket club property, and to reduce the risk of fly tipping in the locality of the approach road to the Cricket Club, and the ad-hoc car parking area on Effingham Common. (This hard standing area to of rear of the club house should primarily be used for the movement / storage of cricket green maintenance equipment and to receive deliveries)</p>

	<p>The proposal was for the supply and erection of permanent wooden bollards on the approach road, and drop down telescopic bollards at the entrance to the hard standing area behind the club house. (£7119.00 incl vat)</p> <p>The following was discussed -</p> <ol style="list-style-type: none"> 1) The frequency and cost of removal of fly tipping rubbish, compared to the cost of new bollards. 2) The proposed drop down bollards may give a false impression that the rough land behind the club house was a car park. 3) The single quotation submitted with the request for funding couldn't be judged as "value for money" in isolation. (further quotations may be required if the request for funding is approved in principal) 4) That a new club house may reduce the risk of fly tipping. 5) That fitting security cameras supported by PIR lighting may be a cost affective alternative solution. (although any additional lighting on the Common would be undesirable) 6) That if approved the design of any bollards would need to be sympathetic with the surrounding area. 7) Cllr Pindar commented that there was a chance funding (or part funding) could be immediately available from Guildford Borough Council's CFGA fund. <p>This item will be added to the EPC's Agenda for August, to allow councillors further time to consider the proposal or suggest alternative proposals.</p>
111.15	VILLAGE PLAN
111.15a	<p>The Parish Council received three reports from the Village Plan Steering Committee, the first was the monthly report with recommendations, the second a draft Housing Requirements report and the third a draft Housing Policies report.</p> <p>It was agreed that a public meeting be called in September 2015, where the VPSC would present the draft Neighbourhood Plan to the residents of Effingham, Land Owners would also be invited to attend.</p> <p>The Housing Requirements and Housing Policies draft documents were approved.</p>
111.15b	<p>The Parish Council discussed the merits of appointing an external Planning Consultant to advise The Parish Council / Village Plan Steering Group on the Village Plan. As the Parish Council was able to utilise the free "Health Check" service offered by GBC prior to submission it was decided that a consultant not be appointed at this time. Local Parish Councils using a consultant would be monitored.</p>
111.15c	<p>The Parish Council agreed to meet with East Horsley's Parish Council's Neighbourhood Plan Steering Group with a view to exchange common ideas and experiences, this is planned to take place in August.</p> <p>Cllr Symes to lead on this and arrange the meeting. (IS)</p>

112.15	HIGHWAYS AND TRANSPORT To consider current highway matters.
	The Parish Council discussed the merits of adopting a "Lorry Watch Scheme" within the Parish, with a view to monitoring illegal HGV activity on local roads. The proposed plan would be to identify this activity and then contact the vehicle owners to remind them of weight restrictions on local roads, referring repeat offenders to prosecuting authorities would only take place as a last resort, as education was seen as the main priority. It was agreed that this would be taken forward. Cllr Pindar to lead on this, supported by 2 local residents. (AP)
	The Parish Council considered the Lengthsman Scheme, and the funding available. It was decided that the Parish Council would take up the funding available after identifying suitable sites. Cllr Pindar to lead on this supported by the Clerk. (AP/Clerk)
113.15	REPORTS
	Police and community issues Crime figures for June 2015 1 x mobile phone offence 1 x theft of york stone 3 x burglary to out buildings 1 x harassment 1 x fraud
	Parish Allotments A report was received from a member of the Allotment Management Team reporting successful growing of fruit and vegetables, with no current issues.
	Parish Burial Ground The Parish Council considered the funding of a replacement wooden bench for the burial ground, to replace one recently broken. The Clerk will provide quotations for the Parish Council to consider at a future meeting. (Clerk) The Parish Council considered the request of a local resident to donate a wooden bench to be positioned within the burial ground, close to a family grave. This was agreed. The Parish Clerk reported to the council that they had contacted the representative for the Owners of the Former St.Lawrence Playing Field. The purpose of this contact was to alert them to the potential tree hazards within the burial ground from previous tree works and also to new hazards. The Clerk will report back to the Parish Council once a reply has been received from the owners representative. The Clerk has also made contact with the Parish Council insurance company and GBC's Tree Officer regarding the same.
	Schools

	<p>The Parish Council received a report from Cllr's Pindar and Hackett regarding a recent meeting they attended with representatives from St.Lawrence Primary School. At this meeting current access points to the school were discussed along with proposed changes. Cllr's Pindar and Hackett will consult with our local PCSO and draft a reply to the schools representatives.</p>
	<p>Home Farm Estate None Friends of Effingham Common None Smith's Charity None Effingham Local History Group None</p>
	<p>Parish Rooms The Parish Clerk reported that they would like to receive a software demonstration from a company called RBS. This software offers support for financial reporting, hall bookings, planning applications, burial grounds and allotments. The Clerk would invite the KGV manager and a previous parish clerk to any demonstration to help assist the suitability of the software. The Parish Council approved the charge of the demonstration, however asked the Clerk to check the software was SSALC approved and Mac compatible. Clerk to report back to the Parish Council at a future meeting. (Clerk)</p>
	Effingham Village Recreation Trust
114.15	LOCAL GOVERNMENT / ADMIN MATTERS
	<p>RISK REGISTER It was agreed that the responsibility for the different areas of risk held by the Parish Council be divided up amongst the Parish Councillors, and that the Parish Councils Risk Register Form be distributed. An agreed timetable for completion of risk assessment forms will be agreed, and reports given to the Parish Clerk for compiling and reporting on at Parish Meetings. (DM)</p>
115.15	CORRESPONDENCE
	<p>The Parish Council were invited to comment on Bookham's draft Neighbourhood plan. The deadline for response was the 29th July 2015, however there would be a further opportunity later in the year as part of Mole Valley District Councils process. Cllr Pindar agreed to respond on behalf of the Parish Council, however this reply may be just after the requested deadline. (AP)</p>

	The Parish Council considered an e-mail received from Bookham Residents Association noting the various parking, motoring and verge issues on Lower Road, near to the Howard of Effingham School. The Parish Council agreed to closely monitor any Surrey County Council proposed parking restrictions along Lower Road (yellow lines), and stated they were not in favor of any changes to existing verges to facilitate additional parking. A particular tree/bush was highlighted as restricting sight line for drivers, and the Clerk instructed to contact SCC to request it be cut back. (Clerk)
116.15	NEXT AGENDA The next Parish Council Ordinary Meeting will be on Tuesday August 25th 2015, at 8pm at the KGV Hall.

APPENDIX

Cheque payments

<u>Chq no</u>	<u>Payee</u>	<u>Reason</u>	<u>Amount</u> £	<u>Powers</u>
001113	Post Office Ltd	PAYE April-June Clerk Wages	1024.43	LGA 1972 111
001114	Co-op Bus Telecoms	Phone / Broadband June 2015	0029.03	LGA 1972 111
001115	EDF energy	Electricity Bill April - June 2015	0122.81	
001116	Cornwell (Home Barn Properties) Ltd	Parish site security 01.05.15 to 30.04.16	0300.00	
001117	G.Burley & Sons	Burial Grounds maintenance - June	0398.40	LGA 1972 214
001118	BTS	Parish Room copier	0237.14	
001119	Clerk	Clerk reimbursement - postage,paper etc	0053.66	LGA 1972 112
001120	Clerk	Wages - there was an overpayment of 20p in June - July's figure has been adjusted to correct	1359.32	LGA 1972 112
001121	Accounts / Audit work	Wages	2250.00	LGA 1972 112
001122	SCC	Clerk Pension - July	0537.63	LGA 1972 112