

MINUTES OF ORDINARY PARISH COUNCIL MEETING OF

Effingham Parish Council

Tuesday 30th August 2016, 8pm KGV Hall, Browns Lane.

Present:

Cllr Pindar (Chair)

Cllr's Cornwell, Hackett, Martland, Moss & Symes (VC)

Parish Clerk

SCC Councillor Bill Barker

4 local government electors

205/16	APOLOGIES FOR ABSENCE: Cllr's Hogger and Nicholls.
206/16	REGISTER OF INTERESTS & OTHER INTERESTS AFFECTING THIS AGENDA: Cllr Hackett declared an interest in planning application 16/P/01683 being a resident of Strathcona Avenue. Cllr Martland declared an interest in planning applications 16/P/01657 & 16/P/01658 being a resident of Orestan Lane.
207/16	MINUTES OF THE PREVIOUS MEETING OF JULY 26th 2016: The minutes were approved and duly signed by the Chairman.
208/16	MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA: It was reported that speed humps in the Calvert Road / Orestan Lane area of the village had been increased to such a height as to risk damage to the underneath of vehicles - it was agreed this was not a matter for the Parish Council to address.
209/16	MATTERS RAISED BY RESIDENTS: None
210/16	New Councillor co-options: It was agreed that Cllr's Pindar, Moss and Hackett are delegated to interview applicants for the vacant Parish Councillor positions, and to make recommendations at September's Parish Council meeting.
211/16	Planning Matters: New planning applications considered:

16/P/01550	<p>Hares Holt, Orestan Lane, Effingham. KT24 5SN Proposed ground floor rear and side extension and a loft conversion with a side/rear dormer and 2 front velux windows. Objection - Over development of the site Inappropriate high-rise 3rd floor accommodation The proposed roof lights are in conflict with Effingham Parish Council emerging Neighbourhood Plan's Dark Skies policy. (EN4)</p>
16/P/01568	<p>Denene, Orestan Lane, Effingham. KT24 5SN Single storey rear extension. No comment</p>
16/P/01607	<p>3 Mount Pleasant, Effingham. KT24 5NS Certificate of Lawfulness for a proposed development to confirm that the rear flat roof extension has been substantially completed for more than four years before the date of this application.</p>
16/P/01611	<p>Effingham Post Office, The Street, Effingham. KT24 5LQ Proposed 2 storey rear extension, rear and side extension at 1st floor level and alterations to front elevation for 1 x 3 bed, 1 x 2 bed units and retain the existing shop with the creation of parking area, bin store and extended driveway, following the demolition of existing garage and outbuildings (Effingham Conservation Area) (Now withdrawn)</p>
16/P/01657	<p>Land adjacent to Orestan Farmhouse, Orestan Lane, Effham. Proposed barn extension. Applicant has indicated they will attend this Parish Council meeting in support of their application. No comment</p>
16/P/01658	<p>Old Westmoor Cottage, Orestan Lane, Effingham. KT24 5SP Listed building consent for the replacement of existing windows. No comment</p>
16/P/01683	<p>53 Strathcona Ave, Bookham. KT23 4HW Single storey rear extension. Comment: The proposed development should align with Effingham Parish Council's emerging Neighbourhood Plan's Dark Skies (EN4) policy regarding roof lights.</p>
16/P/01691	<p>Morcotta, Lower Farm Road, Effingham. KT24 5JJ Certificate of Lawfulness for a proposed development to establish whether a loft conversion incorporating a rear dormer would constitute permitted development.</p>

16/P/01694	<p>Morcotta, Lower Farm Road, Effingham. KT24 5JJ Certificate of Lawfulness for a proposed development to establish whether a single storey rear extension following demolition of existing rear extension would constitute permitted development.</p> <p>Comment - The Parish Council considers that Certificate of Lawfulness applications 16/P/01691 & 94 should be considered as one application, in light of the recent refusal of planning application 16/P/01125.</p> <p>The Parish Council are concerned that if permission was granted, that it would be an over development of the site, with inappropriate high-rise 3rd floor accommodation, and that the proposed roof lights are in conflict with Effingham Parish Council's emerging Neighbourhood Plan's Dark Skies policy. (EN4)</p>
212/16	<p>Late received planning applications: None</p>
213/16	<p>Results of previous planning applications:</p> <p>16/P/00428 Land to north & south of 105 Calvert Road, Effingham. Construction of 6 new traveller pitches on 2 separate plots. One plot consists of 2no pitches and 1no utility block, and 1 block to consist of 4no pitches and 2no utility blocks. Approved</p> <p>16/P/01125 Morcotta, Lower Farm Road, Effingham. KT24 5JJ Two storey front and side extensions and single storey front, side and rear extensions. Refused</p> <p>16/P/01160 19 Lindens Close, Effingham. KT24 5NZ Proposed single storey side extension. Approved</p> <p>16/P/01176 Upper Leewood Farm, E.C.R., Effingham. KT24 5JQ Certificate of Lawfulness for a proposed development to establish whether a single storey detached garage and gym building, following demolition of existing garage and outbuildings, would constitute permitted development. Approved</p> <p>16/P/01341 Long Acre, Effingham Common Road, Effingham. KT24 5JG Single storey rear extension. Approved</p>

<p>16/P/01391</p> <p>16/P/01394</p> <p>16/P/01399</p> <p>16/P/01413</p> <p>16/P/01611</p>	<p>Cherry Trees, Beech Close, Effingham. KT24 5PQ Erection of single storey infill extension to the ground floor and addition of pitched roof to existing garages. Provision of 2 roof lights and front porch and changes Approved</p> <p>5 The Laurels, The Street, Effingham. KT24 5LH Proposed demolition of existing rear outbuildings and erection of insulated panelled freezer units. Replacement and alterations of rear fence. Approved</p> <p>5 The Laurels, The Street, Effingham. KT24 5LH Advertisement consent for a replacement illuminated fascia sign. Refused</p> <p>St.Lawrence Primary Sch., Lower Road, Effingham. KT24 5JP Re-cladding and changes to fenestration of existing hut on the school grounds. Approved</p> <p>Effingham Post Office, The Street, Effingham. KT24 5LQ Proposed 2 storey rear extension, rear and side extension at 1st floor level and alterations to front elevation for 1 x 3 bed, 1 x 2 bed units and retain the existing shop with the creation of parking area, bin store and extended driveway, following the demolition of existing garage and outbuildings (Effingham Conservation Area) Withdrawn</p>
<p>214/16</p> <p>EN/16/0249</p> <p>16/P/00426</p>	<p>Other planning matters:</p> <p><u>Enforcements and Appeals</u></p> <p><u>Enforcement</u> Denene, Orestan Lane, Effingham. KT24 5SN Alleged unauthorised rear extension following refusal of prior notification - 16/W/00052</p> <p><u>Appeal</u> APP/Y3615/W/16/3150832 Kayos Cottage, Guildford Road, Effingham. KT24 5QQ Appeal lodged against GBC's refusal to grant planning permission for - Erection of replacement dwelling following demolition of existing building.</p>

<p>16/P/00817</p>	<p><u>Appeal</u> APP/Y3615/W/16/3153607 Land north of Lusty Glaze, Dirtham Lane. KT24 5SD Appeal lodged against GBC's refusal to grant planning permission for - Outline application for new residential dwelling with associated access, amenity and parking. (all matters reserved)</p>
<p>15/P/01749</p>	<p><u>Appeal Decision</u> Greenacres, High Barn Road, Effingham. KT24 5PT Erection of a detached 2-storey house following demolition of existing dwelling and garage. Dismissed</p>
<p>215/16</p>	<p>Reports and correspondence received, relating to other planning matters:</p> <p><u>Berkeley Homes / Howard of Effingham Planning Appeal. For decision -</u></p> <p>Noting that the Parish Council agreed on 28th June that Cllrs Pindar, Symes and Hogger had delegated authority to instruct barristers and progress the Parish Council's role as a Rule 6 party to the Public Inquiry into the Berkeley Homes/Howard School planning appeal, the Parish Council agrees their recommendation that:</p> <p>a) Cllrs Pindar, Symes and Hogger are appointed as the Parish Council's 'Appeal Working Group', and are authorised to take such actions as necessary, within authorised budgetary constraints, to gather evidence and progress the Council's case at appeal, including:</p> <ul style="list-style-type: none"> i) instructing barristers ii) communicating with the Planning Inspectorate, iii) co-coordinating with Guildford Borough Council iv) holding meetings to which they may invite others (parish councillors and non-parish councillors) at their discretion. <p>b) The Appeal Working Group is authorised to seek quotes from at least three recommended 'heritage experts' to provide witness evidence at the appeal.</p> <p>It was agreed that the working group will report back to the Parish Council at a future Parish Council meeting regarding this item.</p>

	<p>c) The Appeal Working Group is authorised to set up further working groups involving councillors and non-councillors at their discretion, to gather evidence to defend the reasons for refusal of the planning application, including:</p> <p>i) Green Belt Working Group</p> <p>ii) Heritage and Design Working Group</p> <p>iii) Highways and Parking Working Group</p> <p>d) The Appeal Working Group is authorised to share information with the Effingham Neighbourhood Plan Advisory Group at their discretion</p> <p>The Parish Council agreed all recommendations.</p>
216/16	Reports from Parish Councillors not included in the above: None
	FINANCIAL MATTERS:
217/16	Cheques were approved & signed (see appendix) The Clerk provided the Parish Council with an update on the Parish Councils Financial position including an EMR report.
218/16	Reports and or correspondence relating to other finance matters: A reimbursement payment of £4345.00 has been received from GBC relating to the 2015/16 CFGA notice-board and signage project, these funds will be allocated to the EPC Community Fund Ear Marked Reserves fund, for use in granting future Community Fund grants.
219/16	Campaign to Protect Rural England - membership renewal The Parish Council's membership of CPRE is due for renewal on the 1st October 2016, with a normal EPC membership donation of £36.00. It was agreed to renew CPRE membership for 2016/17
220/16	GBC Concurrent Functions Grant - 2017/18 The Parish Council has received an invitation from GBC to apply for a Concurrent Functions Grant for 2017/18. The Parish Council have been approached by Effingham Village Recreation Trust for support in grant funding a "Mini Kitchen" project through the EPC Community Fund & GBC's CFGA. This project (if approved) would result in 50/50 grants from GBC & EPC of £4975.00 (each, nett of vat) After a presentation from EVRT representative Sue Morris There was a majority vote in favour of supporting the bid. (The Parish Council voted 5 in favour with 1 abstention)

221/16	<p>EPC Community Fund Grant Application from EVRT The Parish Council has received a Community Fund Grant Application from Effingham Village Recreation Trust. This grant (if approved) would facilitate new displays at the KGV Hall to celebrate the 50th Anniversary of the opening of the KGV Hall. The application was for a grant not exceeding £2000 + vat After a presentation from EVRT representative Sue Morris There was a majority vote in favour of supporting the bid. (The Parish Council voted 5 in favour with 1 abstention)</p>
222/16	<p>Reports and correspondence relating to other Space / Amenity matters: None</p>
223/16	<p>Reports from Parish Councillors not included in the above: Cllr Cornwell provided a report of the Parish Councils Burial Ground, high lighting several issues and making recommendations. Approval to spend up to £200 on improvements at the Burial Ground was agreed by all Councillors.</p>
	<p>LOCAL, VILLAGE & NEIGHBOURHOOD PLANS</p>
224/16	<p>Local Plan - none Village Plan - none</p> <p>EPC's Neighbourhood Plan - Household Survey Results</p> <p>Cllr Moss (ENPAG Chair) gave a report on the survey results. She confirmed that 661 forms were returned from 1100 households, and that 67 of these returned forms were "joint responses" giving a total of 738 forms received. She then reported that the plan and policies had received in general, strong support from local residents. It was then acknowledged that there were important views and comments that needed to taken into account in the revision of the draft NP that was now underway.</p>
	<p>HIGHWAYS & TRANSPORT</p>
225/16	<p>Current highway matters: See 233/16</p>
226/16	<p>Reports and correspondence relating to other Highway Matters: None</p>
227/16	<p>Reports from Parish Councillors not included in the above: None</p>

REPORTS																	
228/16	Reports received:																
228/16a	<p>Police and community issues:</p> <p><u>June 16 Crime Figures (x9)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Hogden Lane</td> <td style="width: 50%;">Other theft</td> </tr> <tr> <td>Beech Avenue</td> <td>Burglary (x2)</td> </tr> <tr> <td>Strathcona Avenue</td> <td>Burglary</td> </tr> <tr> <td>Violence and sexual offences</td> <td>Norwood Road</td> </tr> <tr> <td>Criminal damage and arson</td> <td>Mount Pleasant</td> </tr> <tr> <td>Anti-social behaviour</td> <td>Lower Road</td> </tr> <tr> <td>Public order</td> <td>Lower Road</td> </tr> <tr> <td>Public order</td> <td>Browns Lane</td> </tr> </table>	Hogden Lane	Other theft	Beech Avenue	Burglary (x2)	Strathcona Avenue	Burglary	Violence and sexual offences	Norwood Road	Criminal damage and arson	Mount Pleasant	Anti-social behaviour	Lower Road	Public order	Lower Road	Public order	Browns Lane
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228/16b	<p>Allotments:</p> <p>The clerk has received 2 reports of sweet corn theft recently (By persons or animals unknown) from the Parish Council Allotments.</p>																
228/16e	<p>Commoners Day 2016 / Friends of Effingham Common:</p> <p>The Clerk can report that there has been steady progress in the approach to the 2016 Effingham Commoners Day. A mobile climbing wall has been facilitated (subject to a site visit by the providers) with just a few further attractions still under investigation. GBC have completed fantastic work in the support of the event, recently supplying draft flyers/posters & a comprehensive event risk assessment.</p> <p>The Commoners Team's next meeting is 2pm on Thursday the 1st of September.</p>																
228/16h	<p>Effingham Local History Group:</p> <p>Sue Morris representing ELHG was delighted to announce that the planned WW1 Exhibition will go ahead in December this year.</p>																
228/16j	<p>Effingham Village Recreation Trust:</p> <p>Sue Morris representing EVRT thanked the Parish Council for supporting new Community Fund & CFGA / Community Fund grants. (See 220/16 & 221/16)</p>																
229/16	Reports from Parish Councillors not included in the above:																
CORRESPONDENCE																	

230/16	Correspondence received since the last Parish Council Meeting:
231/16	<p>Parish & Town Ward Programme - Autumn 2016: The Parish Council has received an invitation from GBC to take part in the next phase of their Parish & Town Ward Programme. EPC have been given the opportunity of suggesting areas within the Parish that would benefit from "some extra attention". We would be allocated a crew of 2 contractors, for 2 days to complete works such as - cleaning areas of excessive litter, washing signs, tidying up an area on a housing estate, tidying a play area and clearing overgrown areas. Suggestions have so far been received from Cllr's Moss, Cornwell and Pindar. The Clerk was delegated to make requests to GBC.</p>
232/16	<p>Data Protection / Neighbourhood Plan Survey: An e-mail has been received from a local resident regarding data protection and EPC's Neighbourhood Plan Survey. The Parish Council has undertaken a complete review of their relevant procedures and policies, and has spoken at length with the Information Commissioners Office. EPC are fully satisfied that they are undertaking the NP Survey in full compliance of Data Protection Law, and are taking "all reasonable steps" considering the nature of the data being collected, processed and stored.</p>
233/16	<p>Implementation of controls in Guildford Rd (service road): The Parish Council have received a letter of thanks from a local resident regarding previous Parish Council support relating to parking issues in the service road off Guildford Road, Effingham. Road signs and road markings will soon be present to control parking, with controls coming into effect on Tuesday 30th August 2016.</p>
234/16	<p>R.A.Bevan & Co Ltd - new owners of butchers shop: The Parish Council has received correspondence from the new owners of the butchers business on the parade. In this correspondence they have very kindly agreed to donate bbq meat for the 2016 Commoners Day.</p>
	NEXT AGENDA
235/16	<p>Parish business noted for the Agenda of the next meeting: None</p>
	Next meeting -Tuesday September 27th 2016 8pm KGV Hall

217/16

To approve and sign cheques

<u>Cheque No.</u>	<u>To -</u>	<u>Description</u>	<u>£</u>	<u>Authority VAT</u>
300079	The Phone Co-op	Parish room broadband & phone	0047.90	007.98
300080 300081	Countywide Grounds Maintenance	Burial Ground maintenance May 16 July 16	0210.00 0210.00	035.00 035.00
300082	Jon Short	Clerk Wages (monthly)	1363.81	000.00
300083	Jon Short	Clerk reimbursements	0080.61	011.63
300084	Surrey Pension Fund	Clerk Pension (monthly)	0579.20	000.00

Community Fund / outsourced printing / memberships / legal / other

300085	Susan Morris	Parish Council/Clerk support - Financial matters	0500.00	000.00
300086	Aldrich Gardening	Materials to complete CF/CFGGA signage project	0040.00	000.00
300087	Aldrich Gardening	Materials and labour to complete CF/CFGGA signage project	0360.00	000.00
300088	BDO	External Audit for year ended 31.03.16	0360.00	060.00
300089	Data Clerk 1	Data input on ENPAG survey	0387.86	
300090 repl'd by chq no 300093	Data Clerk 2	Data input on ENPAG survey	0358.20	cancelled due to incorrect payee name on cheque
300091	Data Clerk 3	Data input on ENPAG survey	0040.50	
300092	Data Clerk 4	Data input on ENPAG survey	0060.00	
300093 replaces 300090	Data Clerk 2	Data input on ENPAG survey	0358.20	