

MINUTES OF ORDINARY MEETING OF EFFINGHAM PARISH COUNCIL

8.00pm, Tuesday 30 Sept 2014
King George V Hall, Browns Lane, Effingham

Present

Cllr Pindar – Chair

Cllrs Bowerman, Hogger, Lightfoot, Martland, Moss, Symes, Wetenhall

Clerk

30 local government electors

APOLOGIES FOR ABSENCE

Cllr Brazil - Family commitment

131.14 REGISTER OF INTERESTS & OTHER INTERESTS AFFECTING THIS AGENDA

Cllr Bowerman declared an interest as a managing trustee of EVRT

Cllr Hogger declared an interest as a managing trustee of EVRT and a member of ELHG

Cllr Hogger advised that as a Guildford Borough Councillor on the Planning Committee, she was able to give advice but no opinion on planning applications.

Cllr Lightfoot declared an interest as a neighbour for the planning application on Effingham Common Road

Cllr Bowerman advised that no members of her family had an interest in any local building development and specifically not regarding the possible Berkeley Homes development and that any such interest would have been declared. Any residents with questions on this matter should refer to Cllr Bowerman and the Clerk for confirmation of declared interests or to Guildford Borough Council rather than generate potential libel or slander issues.

132.14 MINUTES OF THE PREVIOUS MEETING

The minutes of the ordinary meeting of 2 Sept 2014 were agreed & signed.

133.14 MATTERS ARISING FROM THE PREVIOUS MINUTES

Actions outstanding and completed recorded in summary tables in Appendices to the Minutes.

134.14 MATTERS RAISED BY RESIDENTS

Representatives of EPFA asked the Parish Council to confirm previously raised questions on the issuing of a Section 25 notice by EVRT trustees. The Chair referred to the written correspondence answering this question and advising that the matter now is sub judice.

Local resident advised that overhanging trees on Effingham Common Road were obstructing sightlines and vehicles. Clerk to report to SCC Highways

CR

Local resident requested installation of a tap in the burial ground. Clerk to reaffirm potential costs and works required.

CR

STANDING ORDERS SUSPENDED FOR PUBLIC DISCUSSION ON SANG CAR PARK REQUIREMENT FOR EFFINGHAM COMMON

Guildford BC officers D.Knowles, Planning Policy and S.Astiles, Parks & Leisure, were welcomed to the meeting. D.Knowles gave an overview of the history of the Site of Alternative Natural Greenspace (SANG) car park

requirement for Effingham Common. Since the SANG designation in 2006, the requirement for a car park has been investigated on a number of occasions and this links to access to the SANG funding available and also has an impact on development proposals. It was advised that this marked the start of informal consultation, with formal consultation likely to start in November 2014. A likely site proposal would be on the eastern corner of the Common in the vicinity of the cricket club. Questions and comments from residents were invited:

Residents asked questions on the following areas:

- How did the installation of a car park have links to or impact on potential development areas?
- Could development of the British Rail land and extension of the current car park be considered?
- How does an objective to encourage more visitors and dogwalkers impact on the protection of ground nesting skylark population on the Common?
- What cross border consultation is taking place and what other sites are being considered?
- What other organisations are being consulted eg Open Spaces Society?
- What surveying is planned and how will this be carried out?
- How will the consultation be carried out and what will be consulted on?

Residents made the following comments:

- Effingham Common is not an appropriate site for a car park either from an ecological or environmental point of view
- Any car park in this area will be users by commuters and the cost of monitoring and enforcing any parking regulations would be unworkable
- The Common has registered Commoners' rights which are regularly exercised and celebrated by the village
- The Common is very precious to residents
- A car park to increase access to the Common is not required as it is both walkable and accessible by public transport for anyone wishing to visit the Common
- The low profile inclusion of this proposal in the GBC draft Local Plan had concerned many residents.

EFFRA advised that their recent village survey had asked a question on this issue and 90% of returns were against a car park on the Common.

Cllrs Hogger and Moss gave an overview of the pre-meeting discussion held between Guildford BC officers and the Parish Council. It was emphasised that the Parish Council were concerned that the long history of this proposal needed to be fully understood by the officers and that there were serious concerns on the impact on the Common environmentally and ecologically with a car park proposal. Any consultation and decision must take into account the views of residents and offer a range of potential car park options, including those not located on the Common.

Officers confirmed there would be liaison on the consultation and that the Parish Council and residents should use the formal consultation to ensure all concerns and views are flagged. D.Knowles advised that if a car park proved to be unviable on the Common, other sites would then be considered.

Cllr Pindar thanked GBC officers for attending the discussion. It was stressed that a genuine and serious consultation would be welcomed.

PLANNING MATTERS**New Planning Applications**

14/T/00230 - Effingham Golf Club, Guildford Road, Effingham

Repollard 7 Sycamore trees on boundary with neighboring property (Effingham Conservation Area)

No comment

57644/AJW - Yew Tree Walk, Effingham

Proposed application for the stopping up of highway land at Yew Tree Walk
It was felt that public land should remain as public land and that should land become the property of private residents, there could be future implications over use and sale.

Objection

14/W/00110 - 17 Strathcona Avenue, Effingham

Prior notification for a single storey 4m rear extension, 3.5m in height with an eaves height of 2.4m

Noted

14/P/01584 - Hooke Farm, Effingham Common Road, Effingham

Certificate of Lawfulness for proposed development to establish whether the siting of a mobile home at Hooke Farm, Effingham Common Road constitutes Permitted Development.

Noted

14/P/01733 - Manor Barn House, Browns Lane, Effingham

Erection of timber framed oak garage.

It was felt this was not in keeping with the area and would impinge on rooflines in the Conservation Area and views up to the church.

Objection

14/P/01725 - Kirkland, High Barn Road, Effingham

Demolition of rear single storey elements, construction of two storey rear extension and single storey side extension, internal layout alterations and minor fenestration changes.

No comments

14/P/01728 - Chester Farm, Chester Road, Effingham

Change of use of stables to domestic storage

It was felt that more information was required to consider this application.

Extension to be requested from GBC and working party of Cllrs Bowerman, Lightfoot and Martland to prepare a response.

**GB
AL
DM**

14/P/01765 - 4 Home Barn Court, The Street, Effingham

Insertion of 3 velux roof lights to the rear of the barn

No comments

Results of Previous Applications

14/P/01293 - Kirkland, High Barn Road	Withdrawn
14/P/01379 - Beechlawns, Outdowns, Effingham	Refused
14/P/01430 - 24 Norwood Road, Effingham	Approved

Other Planning Matters

To consider response to Cllr Mansbridge letter on Local Plan process

Following Chair's press release on Local Plan issues, Cllr Pindar advised that a response had been received from Guildford BC Leader Cllr

Mansbridge which was read to the public meeting. Chair to draft further response to Cllr Mansbridge with input from all councillors. Draft to include comments on inseting and boundary setting, conformity with planning policy and major development predetermination.

AP
All

Reports & Correspondence

GBC SANG car park update from Guildford Borough Council

Public discussion taken at the start of the meeting. Chair to write to Guildford BC to confirm discussions and concerns. Letter to detail previous history on this subject and to flag the conservation and environmental concerns.

AP

Draft Local Plan consultation update

The Parish Council submission completed was completed to deadline and available on the EPC website. The Chair thanked all councillors for their work on the document.

Guildford BC have now postponed a decision on the draft Local Plan for at least six months due to the volume of consultation responses and the number of concerns raised. The Chair thanked all residents and local organisations for taking part in the consultation

Cllr Pindar to also write to Bookham Vanguard in Mole Valley District to thank them for their participation in the consultation and to apologise for difficulties in liaising on this consultation.

AP

HoE Liaison Group meeting update

A further meeting has taken place on 11 Sept 2014. All minutes to these Without Prejudice meetings are made publically available on the Parish Council website. The liaison meetings have discussed a number of areas with Guildford BC, Surrey CC, HoE and Berkeley Homes including educational need, infrastructure, environmental and design issues. Cllr Pindar advised that an application is expected in mid October to which the Parish Council would be responding and encouraged all residents to respond.

136.14

FINANCIAL & ADMINISTRATIVE MATTERS

Current Financial & Admin Matters

Implementation of EVRT Service Level Agreement for annual running costs contribution

This item was taken in committee due to the confidentiality of the financial data. Following the agreement in principal for support funding, a draft SLA was circulated to all Councillors for comment. Councillor working group to meet with EVRT trustees to prepare final draft. Clerk to include funding in proposed 2015-16 budget.

AP,IS
PM
CR

Autumn EPC Chairman's newsletter

All councillors to email Chair with suggested items and articles. Chair to produce draft newsletter for comment.

To approve & sign cheques

Cheques approved and signed - See table at Appendix

Reports & Correspondence

External Audit submission

The external audit annual return was presented and accepted by the Parish Council. The Parish Council noted thanks to the Clerk.

Borough/Parish Clerk Liaison Meeting

Updates given by Guildford BC on Parish Council elections, Community Infrastructure Levy (CIL), bus service review and committee cluster

meetings.
Given the discussions on CIL, Cllr Moss to finalise the Community Ideas Database review and submit to Guildford BC **PM**

137.14 **HIGHWAYS & TRANSPORT**
Current Highways Matters
Surrey County Council Transport Draft Strategy Consultation
No response required from Parish Council as strategy areas do not impact on Effingham

Feedback Consultation on Prudential RideLondon 2014
Cllr Wetenhall to co-ordinate consultation response **JW**

Reports & Correspondence
Critten Lane Update
Resurfacing works scheduled for 14 Oct have started early but with no notice of a change to the timetable. There are concerns about possible damage to the banks at the side of the road

A246 Access Road
There remains no response from Surrey Highways to correspondence on the parking issues and residents continue to record and report problems. The removal of the two litter bins has taken place. **CR**

138.14 **VILLAGE PLAN**
Minutes of the Steering Committee
No meetings held since the previous EPC meeting.

Progress Report
With the conclusion of Guildford's draft Local Plan and the advice that there will now be a 6mth delay to the Guildford BC timetable, the Parish Council will restart the Village Plan process. Clerk to organise a Steering Committee meeting **CR**

Budget & Expenditure

Budget	£12608
Total spend to 2.9.14	£2329
Expenditure from 2 Sept-23 Sept 2014	-
Total spend to 23.9.14	£3329

Other Matters For Resolution
None

139.14 **GREEN SPACES & VILLAGE AMENITIES**
Current Matters
None

Reports & Correspondence
Footpath survey
Cllr Bowerman reported that all surveys completed and report will be submitted to Surrey CC. **GB**
CR

Burial Ground Tree Safety Survey
Report findings and correspondence sent to neighbours with potentially dangerous trees. Guildford BC and Parish Council insurance informed.

Allotment Access Track

Clerk confirmed that correspondence on access track ownership issue has been prepared by Hedleys.

Burial Ground Anti-Social Behaviour

Clerk reported that the Howard of Effingham school are addressing rowdy and inappropriate behaviour by pupils at lunchtime in the burial ground

140.14

REPORTS

Police & Community Safety – No reports

Allotments

Hedgecutting to RHS of access track and allotments has been completed
Renewal notices for allotment leases issued and annual fees in process of being collected

Schools

Cllrs Hogger, Moss and Symes to meet with St Lawrence to discuss their plans for academy status on 9 Oct.

LH,
PM,
IS

EVRT

Cllr Bowerman, Chair of EVRT reported that work had started on the fireworks event at 1 Nov. Tickets to be available in advance. All volunteers welcomed.

It was reported that the Police had been made aware of issues with youths drinking on the playing fields on Friday evenings.

Home Farm Estate

Clerk advised that Guildford BC and their consultant had now met with residents of Home Farm and with the present and former Clerk. A report on this research is expected shortly.

Friends of Effingham Common

Commoners' Day took place on 28 Sept 2014 with 334 visitors. The Parish Council thanked Guildford BC, Friends of Effingham Common and the many volunteers and village organisations who helped organised the event.

Smith's Charity – No reports

Effingham Local History Group

History event to be held on 22 Nov, 11-3, at KGV on 'Effingham Warriors'

Local Govt & Admin

EPC representative to attend Effingham Methodist Church 160th Anniversary Celebration

AP

Guildford BC have advised that they will have canvassers out speaking to residents on a recycling study through October. Canvassers will all be carrying appropriate ID.

Clerk to attend SSALC Networking Day on 7 Oct 2014

141.14

CORRESPONDENCE

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

GBC PR 3214, 3234, 3241, 3242, 3246, 3248, 3250
Precept payment notification
Planning Committee Agenda 1 Oct & 10 Sept

SCC	Guildford Local Committee agenda 24 Sept
GBC Cllr Mansbridge	Local Plan letter
J.Broadhurst	Allotment access track
Effingham Methodist Church	Invite to Service of Celebration
Travellers Times	Summer issue
Guildford Environmental Forum	Autumn newsletter
SALC	Annual Report & Accounts
Guildford Magazine	Sept issue
Around & About Horsley	Autumn issue

142.14

NEXT AGENDA

The next meeting will be on:

Tuesday 28 Oct 2014 - Ordinary Meeting of the Parish Council

CHEQUES AUTHORISED

Cheque No.	To	Description	£	Authority
1025	C.Ritchie	Clerk salary	£1209.06	Local Govt Act 1972 112
1026	C.Ritchie	Clerk reimbursement	£194.24	Local Govt Act 1972 112
1027	Post Office Ltd	HMRC payments	£284.74	Local Govt Act 1972 112
1028	J.Nicholls	Burial Ground maintenance	£260.00	Local Govt Act 1972 125
1029	BDO LLP	External Audit	£396.00	Local Govt Act 1972 111
1030	Phone Co-op Ltd	Telephone	£27.20	Local Govt Act 1972 111
1031	EDF	Electricity	£181.00	Local Govt Act 1972 111
1032	Cornwell Ltd	Service charge	£300.00	Local Govt Act 1972 111
1033	S&SE Water	Allotments	£131.37	Small Holdings & Allotment Act 1908
1034	S&SE Water	Parish Room	£45.45	Local Govt Act 1972 111
1035	CPRE	Membership	£226.80	Local Govt Act 1972 111
1036	SSALC	Training course	£72.00	Local Govt Act 1972 112
SO	Surrey Pension Fund	Clerk Pension	£335.23	Local Govt Act 1972 112

OUTSTANDING ACTIONS

Minute Reference	Action	Progress	Assigned To
Actions from 7 Jan 2014			
4.14	Complete change of bank account	Appointment to be made with Lloyds	CR/AL
7.14	Clerk to investigate replacement options for photocopier/printer	In progress. Information requested from current supplier. Two further quotes to be obtained	CR
8.14	Identify site for proposed salt bin in Leewood Way.	Outstanding	PM
8.14	Identify possible salt bin sites for proposed bins in Calvert Road.	In progress. K.King & L.Gold to discuss with residents	CR
10.14	Installation of a noticeboard to be discussed with GBC Planning	In progress. Planning permission application being drawn up	CR
Actions from 25 Mar 2014			
50.14	Monthly email on crime statistics to be sent to Clerk		GC
50.14	Surrey Police to advise on enforcement of lorry weight restrictions in village		GC
Actions from 29 Apr 2014			
58.14	Issue letters of support for Borough Council to Nick Boles and Boris Johnson on Local Plan timescale restrictions		AP
59.14	Complete training needs form and return to Clerk		All
59.14	Form working group to consider emergency planning for the village	Awaiting inclusion in Village Plan discussions	AP/DM
60.14	Write to Surrey Highways to confirm future maintenance plans and procedures for Orestan Lane flooding		CR
62.14	Cost options and obtain quotes for different strimmer	Awaiting outcome of contract review	CR
63.14	To liaise with GBC on Heathview flooding issues	Awaiting information from GBC	IS
Actions from 27 May 2014			
74.14	To appoint cleaner for Parish Room	In progress	CR

87.14	SCC representative to be invited to autumn EPC meeting to discuss footpath works		CR
Actions from 24 Jun 2014			
97.14	New Parish Council appointed EVRT trustee to be sought	Ongoing	All
98.14	To investigate whether insurance covers damaged salt bins and confirm sites for new salt bins.		CR
9814	To confirm annual salt costs and to leaflet households in the autumn when salt is replaced.		CR
101.14	To advise Clerk on SSALC courses		All
Actions from 29 Jul 2014			
110.14	Space allocation in Autumn newsletter for PPG community healthcare info	In progress	CR
111.14	To chase a SCC Highways response on A246 access road issues and update residents	Ongoing	CR
111.14	To check permissions for St Teresa's signage on beech Avenue	In progress	CR
111.14	To investigate new 479 bus and obstruction issues	In progress	CR
113.14	Update burial ground contract review to be completed for end of September.	In progress	AP CR
Actions from 2 Sept 2014			
121.14	Arrange for owners to trim vegetation on Church Street and Lower Road		CR
123.14	To investigate the pursuit of a Registable Interest.		CR
Actions from 30 Sept 2014			
134.14	Report overhanging trees on Effingham Common Road to SCC Highways		CR
134.14	To reaffirm potential costs and works required for burial ground tap		CR
135.14	Working party to respond to Chester Farm planning application		AL, PM, DM
135.14	Respond to GBC Cllr Mansbridge Local Plan letter		AP All
135.14	To write to GBC to confirm discussions and concerns on SANG		AP
135.14	To write to Bookham Vanguard to thank them for their participation in LP consultation		AP

	and apologise for difficulties in liaising on this consultation.		
136.14	Working group to meet with EVRT trustees to prepare final draft SLA		AP, IS, PM
136.14	To include SLA funding in proposed 2015-16 budget		CR
136.14	To finalise the Community Ideas Database review and submit to Guildford BC		PM
137.14	To co-ordinate consultation response on Prudential RideLondon event		JW
138.14	To organise a Steering Committee meeting		CR
139.14	To submit footpath surveys report to SCC		GB, CR
140.14	To meet with St Lawrence to discuss their plans for academy status		IS, LH, PM
140.14	To attend Effingham Methodist Church 160th Anniversary Celebration		AP

COMPLETED ACTIONS

Minute Reference	Action
4.14	Check response deadline for National Air Traffic Services Consultation
4.14	Draft letter to SCC Cabinet Member for Communities on the cost of cycling events
4.14	Community Ideas database to be updated
4.14	Complete quarterly reconciliation check
4.14	Draft letter to BT on recent telephone fault incident
5.14	Draft response to EPFA questions on licence negotiation issues between EPFA and EVRT.
5.14	To report use of Church St as a cut through by HGV traffic to SCC Highways.
6.14	Draft response to HoE EIA screening opinion to reach GBC by 24 Jan.
6.14	Invite Berkeley Homes/HoE to the next Parish Council meeting or to a public meeting to brief the community on proposals.
6.14	Request a monthly report from Berkeley Homes/HoE for the Parish Council meeting
6.14	To write to GBC to ensure they involve themselves in the MVDC greenbelt review consultation on behalf of Effingham.
6.14	To write to MVDC to flag concerns and to ensure Effingham has an input to the greenbelt review consultation.
6.14	Contact SCC to discuss demand for school places and future availability and allocations plans.
7.14	Finalise budget proposal and submit precept request to GBC.
7.14	Review Surrey Pension fund Administration draft strategy
8.14	Submit any lengthsman projects items to clerk.
8.14	Finalise and send response to GBC Surface Water Management Plan
8.14	Liaise with East Horsley to obtain costings for lengthsman project
10.14	Cllr Martland to respond to GBC Sport & Physical Activity consultation.
10.14	Cllr Lightfoot to respond to Surrey Hills AONB Management Plan consultation.
10.14	Composting area to be installed in burial ground in January.
11.14	Issues with parking & enforcement at Catholic Church on Sundays to be raised with Surrey Highways.
11.14	Clerk to confirm date and attendees for St Teresa's visit to bursar.
11.14	Supply WW1 funding source information to ELHG
11.14	SALC 2014 training course programme to be circulated to all
11.14	Issues with parking and enforcement at KGV playing fields on Sundays to be raised with Surrey Highways.
11.14	Clerk to promote allotment vacancies and investigate the use of a community plot.
19.14	Response to GBC SHMA
19.14	Attend Normandy PC joint communities meeting on greenbelt review
19.14	To form Burial Ground Extension working group
20.14	To investigate archiving options
21.14	Orestan Lane flooding update
22.14	Schedule Housing Requirements Survey analysis meeting
24.14	Letter of thanks to St Theresa's School for visit
24.14	Monthly reports from EVRT trustees
24.14	Working group to discuss and recommend on Community Fund request for tractor replacement
24.14	Review of polling places response to be sent to GBC
32.14	Respond to Hoe EIA Scoping request by 14 Mar
32.14	Attend GBC Local Plan Scrutiny Forum
32.14	Attend GBC Local Plan meeting on impact on villages at 31 Mar
33.14	Issue delegated authority cheque for purchase of a replacement tractor for KGV
33.14	Submit VAT return for 2013-14
33.14	Book stall for Effingham Village Day
34.14	Agree lengthsman works and appoint contractor

34.14	Report flooding on Heathview to SCC & GBC
36.14	Working Group to discuss burial group extension future
36.14	Research future of village Post Office
37.14	Attend Surrey Police briefing event on 10 March
37.14	Request further visit to St Teresa's School
37.14	Write to SCC CE to request school places meeting with officers
37.14	Attend the Local Committee meeting on 12 Mar.
37.14	Attend Guildford's Parish Council reception on 23 Apr
45.14	Agree working group framework to respond to HoE development
45.14	Letter of complaint and FoI request to be submitted to SCC on education issues
45.14	Letter to be sent to GBC on tree work decision at Heathway
45.14	Clerk to consult enforcement on the safety of entrance works to Westcourt, Beech Avenue
45.14	Respond to licensing consultation on sexual entertainment venues
46.14	Provide cover for Parish Room for Clerk annual leave
47.14	Arrange residents meeting to discuss A246 access road issues
47.14	Respond to SCC consultation on road safety outside schools
48.14	To comment on draft housing requirements survey summary report
48.14	Input to Cllrs Pindar & Symes on issues to raise at Local Plan meeting
48.14	Provide East Horsley with electronic copy of housing survey
49.14	Liaise with allotment neighbour on fallen fences
49.14	Commission tree safety survey for burial ground
49.14	Respond to Rights of Way Improvement Plan consultation
57.14	Lack of promotion of the joint venture drop in event to be flagged to Berkeley Homes.
58.14	Working group to consider late applications. Extensions to consultation to be requested from GBC.
58.14	Formation of a liaison group to address Berkeley Homes/Howard of Effingham proposed joint venture
58.14	Issue working group report on the Berkeley Homes/Howard of Effingham School Proposals, Housing provision, Design Requirements & Section 106 Contributions
58.14	Issue letter on draft Local Plan to Cllr Mansbridge, Guildford Borough Council
58.14	Co-ordinate response to Guildford Visitor Economy Strategy consultation
59.14	Clerk to reply to invitations received for Civic Service, Orangutan Appeal UK talk and 'The Guildford Plan - Where are we now?' Forum
60.14	Contact Surrey Highways for proposed date for Critten Lane repairs and resurfacing work
61.14	Clerk to confirm extension to funding deadline with Locality
61.14	Checking to be carried out on summary housing requirement report
63.14	To represent EPC at Allotment Gathering at 10 June
63.14	Work experience contact details to be given to EVRT
63.14	Move food bin storage to KGV
70.14	To promote councillor vacancy to potential co-optees
83.14	Letter to GBC Cllr Mansbridge to flag serious concerns with LP draft document
83.14	To flag dissatisfaction with communication of Berkeley Homes drop in exhibition and the feedback back form used at HoE liaison meeting
83.14	Working group to be set up to research for planning application response to the BerkeleyHomes/HoE joint venture
84.14	Provide detailed breakdown of the grants to EVRT from Community Fund
85.14	EPC & BRA to write to SCC Highways on repairs to grass verges on Lower Road
85.14	Clerk to request hedge-cutting for Effingham Common Rd
85.14	Clerk to report parking on verges at Woodlands Rd
87.14	SCC to be invited to autumn EPC meeting to discuss footpath works
87.14	Clerk to submit Love Where You Live form
87.14	To discuss use of sponsorship banners at cricket club
88.14	Clerk to liaise with owners to get hedges on allotment access path cut

88.14	Replace Parish Room locks and keys
88.14	To attend Local Committee meeting on 25 June
87.14	To co-ordinate footpath survey for 2014 over the summer
96.14	Objection to authorisation for 3 vehicles at New Marsh Farm to be submitted
96.14	To attend public inquiry to be held on 21 July on Two Firs vehicle authorisation
96.14	Working group to respond to St Lawrence consultation on foundation status
96.14	To complete Guildford Visitor Strategy questionnaire
96.14	To write to Cllr Mansbridge on further concerns with Local Plan process.
96.14	To write to GBC on concerns on Local Plan proposals for Home Farm
96.14	Drop in sessions on Local Plan for residents to be organised
97.14	To promote the Community Fund to community groups
97.14	To consider projects for GBC Concurrent grant funding
100.14	Review to be carried out on Burial ground contract for report to July EPC meeting
100.14	To appoint Treeline as contractor for tree safety survey
100.14	To liaise with Guildford to arrange a playground assessment for KGV
100.14	To attend KGV user group discussion meeting on 15 July
101.14	To man Village Day stall
101.14	To return outstanding risk assessments
109.14	Sub-letting issue at Two Firs to be discussed with GBC Planning
109.14	To co-ordinate response to SCC proposals to improve Bookham High Street
109.14	Letter to be sent to GBC on the Parish Council's concerns with the Local Plan
109.14	GBC letter to be circulated to relevant bodies and posted to website
109.14	Prepare posters for 13 Sept Local Plan public meeting
109.14	To complete Parish Council survey on Local Plan consultation process
109.14	To attend Joint Parish Council Chairman & Councillors Local Plan meeting
109.14	To arrange working group meeting to prepare formal LP response
109.14	To attend GBC Local Plan workshop on 11 August
109.14	To prepare summary of LP/HoE working group structure & timetable of meetings
109.14	To update Community Ideas database
110.14	Appointment of Councillor as Effingham representative for the PPG
111.14	To update Localism bids
112.14	To review revised summary report and comments to Cllr Hogger
112.14	To finalise & publish report, send report to EFFRA, GBC & Berkeley Homes and post on EPC website
113.14	To arrange contractors to cut allotment hedge
113.14	Summary footpath report to Sept meeting
114.14	Increased evening patrols on KGV playing fields
114.14	To write to SCC to challenge St Lawrence consultation & request property deeds
122.14	To review and pass final comments on LP response to Clerk by 12 Sept
122.14	To print draft LP response document for distribution and discuss at the public meeting on 13 Sept and post to website
122.14	Working group to meet after public meeting to agree final submission to GBC
122.14	To prepare draft press release on the Local Plan process from Chair
123.14	Submit GBC Concurrent Grant application
123.14	Detailed report on EVRT SLA to 30 Sept meeting
123.14	To write to St Lawrence School to confirm future plans for the site and buildings.
124.14	To forward details of traffic survey volunteers to Horsley
125.14	ELHG to be asked to investigate the historic significance of Brown's Field
126.14	Burial Ground tree survey results to be shared with neighbours
126.14	Footpath report to 30 Sept meeting
127.14	To take legal advice on allotment access track ownership /boundary issue
127.14	Clerk to commission hedgecutting contractor for allotment works
127.14	To invite D.Knowles, GBC Planning Policy, to 30 Sept meeting to discuss SANG
127.14	To respond to High Sheriff of Surrey invitation to Service for the Judiciary
127.14	To issue electronic meeting papers
127.14	Amendment to Standing Orders to be drafted for guidance on filming in meetings
127.14	To attend SSALC Networking Day

