

**MINUTES OF THE ORDINARY MEETING OF EFFINGHAM PARISH COUNCIL
HELD AT 8pm ON TUESDAY 31 JANUARY 2012
AT KING GEORGE V HALL, BROWN'S LANE, EFFINGHAM**

PRESENT

Cllr Symes in the Chair
Cllrs Bowerman, Hogger, Peskett, Nicholls, Reay and Wetenhall
Cllr Barker and 3 local government electors

14.12 APOLOGIES FOR ABSENCE

Cllrs Bowerman (EVRT meeting), Brazil (unwell) and Pindar (unavoidable meeting).

15.12 REGISTER OF INTERESTS AND DISCLOSURE OF INTERESTS

Cllr Nicholls reported that GBC had given him a spare yellow salt box, no longer needed by them.

At the Chairman's request the Clerk reminded members that recent legislation meant that there were changes to the monitoring of ethics and the Code of Conduct, the detail of which was yet to be worked out; also, the issue of pre-determination was being re-defined. Erring on the side of transparency continues to be the safe route.

16.12 MINUTES OF THE MEETING OF 3 JANUARY 2012

The Minutes were agreed to be a true record and signed.

17.12 MATTERS ARISING FROM PREVIOUS MINUTES (not elsewhere on the Agenda)

153.11 Bookham and Fetcham Safety Study – plans of kerb build out

Cllr Hogger and the Clerk will continue to look for these plans.

**SM
LH**

18.12 MATTERS RAISED BY RESIDENTS

Nothing raised at this time, but later in the meeting a resident asked whether the Parish Council could help with noise and nuisance emanating from The British Legion. Cllrs Reay and Nicholls confirmed that GBC Environmental Health and the police had been made aware, and the Committee of the Legion are currently seeking a meeting with residents.

19.12 PLANNING MATTERS

New applications

11/P/02268 The Long Barn, High Barn Road

Variation of Condition 2 of planning permission 10/P/01279 approved 15/10/2010 to incorporate a basement under the main dwelling.

Cllr Wetenhall reported that he and his wife had submitted an objection on their own account.

The application was discussed at length. It was decided to comment that the Parish Council and residents believed this to be a retrospective planning application, consent for which had been anticipated, and work had already begun; also, that it could set a most unwelcome precedent for applications for basements to be submitted later than the application for the main building, and EPC looked to GBC to resist this if possible. The Parish Council objected to the proposals in that it represented a further extension of a building already much extended beyond the original, and there were no exceptional reasons to justify this expansion in the Green Belt.

The Parish Council had received several complaints from horse-riders finding their way blocked by building work, but the land is not part of the Public Rights of Way network and therefore this is not within the Council's ambit.

SM

12/P/00032 Crocknorth House, Crocknorth Road

Listed Building Consent for internal alterations (toilet and partition removal on landing), new conservation rooflights to South facing roof slope and external fenestration changes. It was decided to comment that the intrusion of light at night in this very 'dark' part of the parish, and the AONB, was unwelcome both for the visual appearance and for the local

ecology. The Parish Council therefore suggested that a requirement for blinds to cover the rooflights at night should be imposed.

SM

12/P/00045 Browns, Browns Lane

Listed Building Consent for cleaning of Oak beams in entrance hall, master bedroom, sitting room, hall, stairs and landing. No comment.

11/T/00237 20 Lindens Close

Crown thin Beech Tree (T1) by 20% in front garden of 19 Lindens Close (TPO P1/201/274 (Amended description 5th January 2012)

This was first submitted in October and had already been decided.

12/P/00088 Wiltshire House, Effingham Hill

Refurbishment and extension of existing detached dwelling house to include new roof, two storey extensions to front and rear and infill extension between house and garage with accommodation over, new tile hanging to 1st floor elevation. No comment.

12/P/00106 Fairmead, Orestan Lane

Certificate of Lawfulness to establish whether a proposed single storey rear extension would constitute permitted development. No comment.

Chatley House

A copy of an application had been received but it had not yet been registered by GBC.

Results / progress on previous planning applications

11/P/01001 White Cottage, Lower Farm Rd

To appeal. EPC objected to the original proposal and will submit this to the Planning Inspector.

11/P/02083 26 Norwood Close

Approved

11/P/02145 14 Leewood Way

Approved

SM

Other planning matters

None

Reports and correspondence relating to other Planning matters:

Care Home, former playing field

The applicants are having a pre-application meeting with GBC Planners. Archaeological survey work had been done, and test soakaways for flood risk assessment work are to follow. The Clerk had circulated advice to councillors if asked for their opinion on the proposals and the importance of ascertaining the facts.

Joint Communities Group

Cllr Lightfoot had attended this meeting on behalf of EPC and had circulated a report to all. A topic of discussion had been clay pigeon shooting across the public footpath at Newmarsh Farm, and trains being hit. Jubilee royal oaks had been available from The Woodland Trust. The Group will next meet in the Parish Room on Monday 9 July 2012.

Lower Leewood Farm

Leewood Farmyard

Upper Leewood Farm

Following reports by residents to Cllrs Hogger and Barker there is currently planning enforcement inspection of the above, with good collaboration by GBC and SCC officers.

Planning Enforcement training

All councillors had been circulated with the opportunity to attend a training session provided by GBC.

Planning Appeals

Committee papers for the GBC Planning Committee of 23 January included an analysis of how many appeals were raised against GBC's decisions since July 2011, and how many succeeded / failed. What happened in the case of some Effingham ones was cited as of

particular interest to GBC's assessment of itself.

Neighbourhood plans (Localism Act)

Cllr Hogger reported that precise information on how neighbourhood plans were to be completed was not yet available and awaited secondary legislation. Advice from GBC is that if Effingham wants to complete one as before, it can do this. There is concern about future impact of the 'streamlined' National Planning Policy Framework, which will make it harder to know what is and is not compliant. It is intended that GBC's own Local Plan will be replaced by its Core Strategy and Local Development Framework in 2014.

There will be a meeting to discuss Neighbourhood plans at Cllr Pindar's house on 8 March at 7.30. **ALL**

20.12 GREEN SPACE AND VILLAGE AMENITIES

Current GSVA matters

HM Queen's Diamond Jubilee

It was decided to publicise the Polesden Lacey beacon widely for Effingham residents eg via the Chairman's Report. It was decided that EPC's major effort will be to support the Village Day initiative being steered by Sarah Montgomery as a Jubilee event; to write formally saying EPC would like to support this and how could it contribute. Cllr Peskett reported on a possible 'royal oak' and Effingham orchards project. **SM**

Community Fund for 2012-13

i) Establishment of the fund and criteria

A version of the criteria for applications incorporating comments received since the last meeting had been circulated, and Cllr Symes thanked Cllr Hogger for her work on this.

It was agreed to accept this as the basis in principle for the Community Fund to operate from April 2012, with further minor amendments to wording to be agreed outside the meeting. Cllrs Reay, Lightfoot and Symes agreed to do this as quickly as possible; Cllr Bowerman to help if she could. **AR
AL
IS
GB**

ii) EVRT's request for funding for 2012-13

There was further detailed discussion of this. It was agreed that EPC feels it must move forward to a more project-based approach, ie items that residents and taxpayers can clearly see such as courts, trees, environmental improvements, pedestrian access, adaptations to EPFA. The grant for each item could be paid retrospectively and this would be easier for both organisations to administrate.

It was therefore agreed that when the wording of the documents has been finalised, the Parish Council will write formally to EVRT to acknowledge their proposals but asking for a meeting very soon to restructure the bid to a project-based format. This meeting will be led by Cllr Pindar with his choice of councillors. **SM
AP**

iii) Youth group

It was agreed that all were keen to support this. Once the wording has been finalised EPC will write to the group explaining what is needed and seeking a meeting to discuss. This meeting will be led by Cllr Pindar with his choice of councillors, probably Cllrs Peskett and Brazil. **SM
AP**

Reports and correspondence relating to GSVA matters

None.

21.12 HIGHWAYS AND TRANSPORT

Current Highways and Transport matters

Lower Road parking proposals

The officer concerned has asked EPC to explain the areas of concern in more detail. It was agreed that Cllrs Hogger, Reay (and Barker if available) would meet him on 13 February, and then if a wider meeting was needed this could be set up. **LH
AR**

Schedule for 2012 survey of public Rights of Way in the parish

It was agreed Cllrs Wetenhall and Peskett will discuss the best way to administer this, with all councillors continuing to take part in the inspections. It was felt that midsummer would be the best time to complete it.

**JW
SP**

Consultation on Guildford bus garage

The Chairman of West Horsley Parish Council had suggested a joint letter with Effingham and East Horsley. He had been asked to provide a draft for consideration but it had not been received. It was decided that EPC would write expressing concern.

SM

Reports and correspondence relating to Highways matters

Items reported by Cllr Barker

- i) A246 speed limit. Cllr Ian Lake had agreed the lower speed restrictions. He had wanted to know if Effingham had Speedwatch. Cllr Hogger thanked Cllr Barker for all his help here and not giving up. This was followed by a vote of thanks from the Council as a whole.
- ii) Council tax for 2012-13. Councillors confirmed they had agreed a zero rise.
- iii) Planning enforcement. Cllr Barker commented on the efforts being made to sort out issues at Long Barn and the Leewood area.
- iv) He had received a letter from a Dirtham Lane resident complaining about unswept footways along the A246. It was an example of an issue GBC and SCC need to tackle together.

FP591 Beech Ave

Cllr Wetenhall reported that he had contacted Andrew Saint to pass on the decision of the last meeting, ie that EPC will maintain its objection and saw no reason to meet. However Andrew Saint continued to feel that a meeting would be helpful and since then EPC has been contacted by other groups / individuals maintaining their objection. It had been felt that under the circumstances that a meeting could be useful. Andrew Saint is to suggest dates.

Speed limits on the A246

Cllr Hogger reported that it was not clear whether the speed limit reductions were dependent on the painting of roundels and 'gateways' to mark the changes. If so, EPC would wish to be involved in the design. It was agreed the Parish Council write to John Hilder and ask to be involved.

SM

Advertising on the highway

Attention had been drawn to two instances of advertising signs on the highways that may need permission. The Clerk to report.

SM

22.12 REPORTS

Police and safety community issues (report of session before the start of the present Agenda)

No report.

Allotments

No further news.

Schools

A note of the recent meeting had been written up and circulated.

EVRT

The draft Minute of the decision at the last meeting (early January) had been forwarded to the Chairman of EVRT. Cllr Pindar needs to arrange a time to meet to sort out the most recent claim into the categories EPC had agreed it would fund.

AP

Home Farm Estate

The meeting called by Sue Sturgeon, Strategic Director at GBC had taken place on 19 January. Various promises about improvements were made. GBC is keen to engage more positively with residents. Subsequently, residents have met and asked for a further

meeting with GBC to discuss the issue of the scoping report.

Friends of Effingham Common

Commoners day will be 16 or 30 September. It was reported that more deer seem to be crossing Effingham Common Road and causing a danger to motorists. Cllr Symes will speak to Highways about this.

IS

Smith's Charity

No further news.

Effingham Local History Group

A further book on Effingham in photographs is well into planning.

Local government / admin matters / website

The Clerk attended the follow-up meeting of the group chaired by the Chairman of Guildford Local Committee, which is trying to improve the running of the committee and the experience of the public. Some of the agreements so far are that:

- in the future all members of the committee will be required to undergo training on Rights of Way matters
- parish councils and other bodies will be able to speak on Rights of Way matters
- officers will present their reports *first, then* members of the public speak, then members decide, on issues. At present the experience of the public is that they say their piece, then the officer has his say, then the councillors debate and decide. The public can feel they have been humoured but not answered or listened to. They cannot effectively both say their piece and object to errors in the reports.
- meetings in winter will not be held in remote unlit parts of the Borough
- Citing Effingham's all too frequent experience the Clerk pressed the question of inaccurate or skimmed reports. The Chairman and committee officers were not unsympathetic. They are going to investigate further especially with Highways how reports can be improved or checked before they go forward for decision.

Cllr Wetenhall offered to look into the possibilities of funding in a recently advertised new initiative by SCC.

JW

GBC had written to ask for confirmation that the Parish Room is safe from asbestos and legionella.

SM

The Chairman's Report needs to be in production.

AP

23.12 CORRESPONDENCE

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

GBC	Agenda & reports for Planning Committee, 22 January 2012 Agenda & reports for Standards and Audit ctee, 18 January Nomination form - Mayor's Award for service to the Community (nominations by 2 March)
Surrey County Council	Draft minutes of the Local Committee meeting of 7 December News of meeting on specialist youth services in Guildford Agenda & reports for mtg of the County Council, 7 February Submission of Surrey Minerals and Waste Development Framework (Aggregates recycling joint DPD) to Secretary of State
CPRE	Winter 2011/12; inc. news about potentially enlarging AONB
SLCC	The Clerk, January 2011 Clerks and Councils Direct

24.12 FINANCIAL & ADMIN MATTERS

Review of lessons and ideas gained during the Clerk's absence

It was agreed that Cllrs Symes, Pindar and Hogger will discuss this outside the meeting, with a view to forward planning the Clerk's work.

Completion of the third quarter risk inspection sheets

Not all forms had been completed but no risks that needed urgent attention had come to light.

Parish Council work programme for 2012

The Parish Council had set itself various tasks at the recent meeting. This is attached as a separate list at the end of these Minutes.

ALL

Cheques for approval and signature

The following cheques were authorised and signed:

EDF	79.04	Local Govt Act 1972 s133
Direct Information Service	105.00	Local Govt Act 1972 s111
GBC	120.00	Representation of the People Act 1983, s36 (5).

Phone Coop	25.51	Local Govt Act 1972 s133
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<i>EVRT</i>	<i>4132.40</i>	<i>Claim not yet agreed</i>
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Reports and correspondence relating to Finance & Admin matters

None.

25.12 PARISH BUSINESS FOR THE AGENDA OF THE NEXT MEETING

Date of the next meeting: Tuesday 28 February 2012.

Parish Council Task List, 2012-13

Nagging list

Manorhouse triangle
Mud left by rugby players on the public footways
Repair of the damaged pedestrian barrier

Tick list

Area at end of flint wall, The Street
Green area at end of Chapel Hill
Verge opposite The Howard school
Bollards near the shops
Grass verge behind the pedestrian barrier, A246

Bigger projects

Youth facilities – AP, SP, HB
Emergency plan – GB, AP, SM
Walk-able and cycle-able routes
Neighbourhood plan
Work with EVRT on better facilities for the public

Clerk

Allotment and investigation of self management
Guildford Rd trees
Burial Ground tree safety
Parish Room management of premises.