

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

PRESENT

Cllr Pindar in the Chair
Cllrs Hogger, Lightfoot, Nicholls, Peskett, Symes and Wetenhall
Cllr Barker and 2 local government electors

100.12 APOLOGIES FOR ABSENCE

Cllrs Bowerman, Brazil and PCSO Culross.

101.12 REGISTER OF INTERESTS AND DISCLOSURE OF INTERESTS

Cllr Bowerman disclosed that she is Trustee of EVRT.

102.12 MINUTES OF THE MEETING OF 26 JUNE 2012

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

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

None.

104.12 MATTERS RAISED BY RESIDENTS

A resident referred to previous occasions on which the question of whether the Parish Council as Custodian Trustee should or should not be party to legal agreements being undertaken by EVRT. Cllr Pindar confirmed that the Parish Council had recently written again to the Chairman to ask for a response to this question, and he had replied that he would look into it. It was agreed that the resident could have a copy of the letter.

SM

106.12

By agreement the order of the Agenda was changed to deal with Highways matters

HIGHWAYS AND TRANSPORT

Current Highways and Transport matters

Inquiry into Definitive Map modification order for Beech Ave

The inquiry is scheduled to last three days starting on 18 December, at GBC in Millmead. EPC needs to let the Inspector know if it will call witnesses, and how many. SCC must make its statement of case by 13 September. EPC must make its statement of case by 25 October, and submit proof of evidence by 20 November.

Reports and correspondence relating to Highways matters

A246 resurfacing and other works

The imminent works were discussed. The Clerk is to meet the Highways Officer co-ordinating the works on site.

Beech Avenue resurfacing

Cllr Wetenhall wanted it recorded that the contractors had done 'a first class proper job; and had been helpful throughout. He had queries about completion of white-lining details especially near the junction with Guildford Road, which the Clerk will pass on.

SM

Critten Lane and High Barn Lane

The terrible state of these roads, including 'wash down' after heavy rain and broken edges, the need for some passing places, and possibly a ban for HGVs, was discussed.

Cllr Wetenhall will draft a report listing the specific instances, for the Clerk to pass on to Highways.

**JW
SM**

Drainage issues

The need for the drain near the footway outside Effingham Junction Station to be cleared again was mentioned (also the issue of people parking on the verge on the southbound side, in order not to use the carpark). Flooding near the substation on Orestan Lane and Woodlands Road drainage was also mentioned.

105.12 PLANNING MATTERS

New applications

12/P/01059 Browns, Browns Lane

Listed Building Consent to change a metal casement window with a wooden sash window to be consistent with other windows. No comment.

12/P/01070 Home Farm House, The Street

Change of use from agricultural to its former use as part of garden of Home Farm House. Cllr Nicholls felt that an unwelcome precedent could be set, and that although the land might become part of the curtilage, it should not lose its designation as agricultural land in planning terms.

12/P/01120 5 & 6 Effingham Place

Listed Building Consent for replacement of lantern roof light, restoration of parapet walls, repair flat roofing with addition of insulation, replace steel work to columns and cross beams and restoration of front portico (part retrospective application). No comment.

12/P/01130 Linkside, Beech Ave

Certificate of Lawfulness to establish whether a proposed shed/storage building would constitute permitted development.
In a recent application for this site (12/P/00546) the volume of the garage / outbuilding had been incorporated within the extension to become habitable space. The Parish Council had commented at that time that if the application was granted, there should be a condition to prevent a further application to replace the garage/outbuildings. The Parish Council felt that an application now to recreate the garage would therefore represent an undesirable precedent and would be grateful if the Planning Officer could consider this when determining the CLEUD.

SM

12/P/01221 Homedale, Orestan Lane

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

Results / progress on previous planning applications

12/P/00799 Hunters Moon, Orestan Lane	Approved
12/P/00875 The Long Barn, High Barn Road	Refused
12/P/00888 Brookfield, Effingham Common Road	Refused
12/P/00943 5 Beech Close	Approved
12/P/00981 Hillcrest, Orestan Lane	Refused
12/P/01022 Homedale, Orestan Lane	Refused
MO/2012/0604 Manor House School	Approved
The Long Barn, High Barn Road	It was reported that work on the earth contouring seems to have stopped and seeding had not been begun.

Other planning matters

None.

Reports and correspondence relating to other Planning matters:

Planning for Traveller Sites

Cllr Hogger and the Clerk had attended this GBC session on the planning policy perspective. It had been fascinating, and revealed amongst other things that the Core Strategy needed to be able to demonstrate a proper set of criteria by which to identify suitable land across the Borough.

Joint Communities Group

The recent meeting at the Parish Room had been very poorly attended but there seemed to be no burning issues to debate.

107.12 GREEN SPACE AND VILLAGE AMENITIES *continued*

Current GSVA matters

Progress on arrangements for maintenance of the Burial Ground

So far two bids have been received. Cllrs Pindar, Symes and Hogger have discussed this and are keen to have more bids so are putting out more invitations. Cllrs Pindar, Lightfoot and Symes will draw up criteria by which to judge the tenders before opening them.

AL
AP
IS

It was agreed that since the process of finding a permanent replacement had taken longer than expected, a payment would be made to James Nicholls for keeping the Burial Ground tidy in the meantime. He has logged the hours spent there so far.

Nomination of Trustees to EVRT

The Chairman moved to take this item in committee as it pertained to specific individuals and this was agreed.

It was noted that the term of office of one of the four Trustees appointed by the Parish Council will soon be over. It was agreed that the appointment would not be renewed and the Chairman will write a letter of thanks. Cllr Pindar will contact the Chairman of EVRT to sound his views on a replacement.

EPC noted that it was still waiting for a bid for funds from EVRT from 2012-13 despite a meeting to discuss this months ago. It was agreed to send a letter about the Community Fund drafted by Cllr Hogger, requiring an application or the money will be re-allocated.

LH
SM

Effingham entries on the GBC Community Ideas Database (for s.106 funded projects).

Items on the current list were reviewed and updated. These now comprise: extension to the Burial Ground; filling in the gap in the flint wall in The Street; improvement to the surface of BW131; development of safe cycling routes; improved youth facilities for the village.

SM

Reports and correspondence relating to GSVA matters

Community Fund

The Community Fund group had met to discuss funds available and which village groups to approach. Cllr Hogger had drafted a letter to Effingham groups inviting bids. Comments should be sent by the end of the week and then it will be sent out.

LH

Formal thanks to Mr Houlton

Cllr Lightfoot and the Clerk had discussed this and had a recommendation. This was agreed in principle; the Clerk will investigate implementation.

SM

108.12 REPORTS

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

PCSO Culross was on duty with the Olympics and unable to attend.

Allotments

A planning application for removal of a tree at the entrance will be needed. There had been a serious episode of vandalism; two crime incidents therefore this month. It may be necessary to think of installing a gate.

Schools

Cllr Barker reported that St Lawrence Primary School were looking for a new school governor.

EVRT

There had been further complaints about the state of the hedge.

Home Farm Estate

There had been a further meeting between GBC officers and PHFCC / residents of Calvert and Chester Roads, which had been broadly positive in progress made on some of the jobs in hand.

Friends of Effingham Common

No further news.

Smith's Charity

No further news.

Effingham Local History Group

There will be an exhibition on Edwardian Effingham in St Lawrence Church Hall on Saturday 10 November.

Local government / admin matters / website

Cllrs Pindar, Lightfoot, Peskett and the Clerk expressed interest in a training course on the law affecting charities, in November. More details to be sought.

SM

Cllr Bowerman had helped with obtaining a quotation for a variety of minor works: Straightening bollards, replace missing capstone on pier at entrance to Burial Ground, re-making a section of the allotments track to protect the manhole, Parish room roof tiles, key safe, The sums are all very small and have been authorised for completion as soon as possible.

GBC had introduced an 'Adopt a Street' scheme which might interest some residents.

109.12 CORRESPONDENCE

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

Effingham with Little Bookham churches
E. Horsley
NESCOT
GBC

Parish magazine

Horsley Directory
Forthcoming courses

Agenda and reports, Planning Committee, 24 July
Agenda and reports, meeting of the Council 5 July

Agenda and reports, meeting of the Audit and Corporate Governance Ctee, 25 July

Agenda and reports, meeting of the Council 17 July
Summer 2012 newsletter

Surrey County Council
Surrey Hills County Playing Fields Asscn
Open Space Society
CPRE
NALC
SLCC

Summer edition of newsletter
Countryside Voice, Summer 2012
DIS no 787 & 788
The Clerk magazine
Clerks and Councils Direct

110.12 FINANCIAL & ADMIN MATTERS

New Ethical Standards regime for councillors

New statements of interest had been completed. The proposed Code of Conduct for Effingham Parish Council Elected and Co-opted Members was adopted. The Clerk will complete the necessary publication.

SM

Quarterly Risk inspection

This was deferred since Cllr Bowerman had been unable to attend.

Allotment rentals for September 2012

At the recent allotment holders meeting, Cllr Symes reported back on his researches into the finances of managing the allotments, as requested at the previous year's meeting. These figures were discussed and the need for clarity when discussing / raising rents was agreed.

On a separate issue, allotment holders had been unanimous that the previous system of rentals (before the last rise) where half a plot was half the cost of a full plot was more equitable and more in keeping with the reasons for the rise. Cllr Symes had undertaken to

put this adjustment to the Parish Council. Allotment holders confirmed that they understood that the effect could be that the bigger plots would be more expensive than previously, and the smaller ones, less expensive. Accordingly the Parish Council agreed that, instead of the rentals in September 2012 being £20 and £30 for a half and a full plot respectively, they will be £17.50 (20 plots) and £35 (11 plots). This adjustment will achieve the same income for EPC (£730) as if the old levels were kept.

Cash-flow reconciliation, end February 2012 to end June 2012

This had been circulated and was noted.

Resignation of the Clerk

With great regret the Clerk had found it necessary to resign in order to cope with other pressing demands. The date of departure was not yet settled and depended to some extent on arrangements for a replacement and handover. It was agreed to take up the service provided by SCAPTC of helping to manage the recruitment process for £200 plus VAT.

Cheques for approval and signature

The following cheques were authorised and signed:

Phone Coop	£33.04	Local Govt Act 1972 s.111
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Reports and correspondence relating to Finance & Admin matters

New bank account

Cllr Symes had done some research on this issue but would look again at whether a second current account (ie no deposit account) was needed.

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111.12 PARISH BUSINESS FOR THE AGENDA OF THE NEXT MEETING

Date of the next meeting: Tuesday 28 August 2012.