

Effingham Parish Council



To all Councillors

Publication date: 22nd April 2020

I HEREBY GIVE YOU NOTICE

**that an Ordinary Meeting of Effingham Parish Council will be held
on Tues 28th April 2020 at 8pm.**

**All members of the Council are hereby summoned for the purpose of considering
and resolving upon the business to be transacted at the meeting, as set out
hereunder.**

Members of the public are welcome to join and observe. At the Chairman's discretion they may be invited to speak during any item. Additionally, at the beginning of the meeting under 'Matters raised by Effingham organisations and residents', members of the public may address the Parish Council for up to two minutes each on matters within the Parish Council's scope.

To do this, please give details to the Clerk as below, **BEFORE THE MEETING.**

Jon Short, Clerk and Responsible Financial Officer

A handwritten signature in black ink, appearing to read 'Jon Short'.

To join an EPC virtual meeting, you will need to use Zoom software.

For this specific meeting, please use the following loggins:

Meeting ID 821-2981-9041

Password 687603

<https://zoom.us/>

For the purpose of this virtual meeting, the Council will be recording the proceedings.

BUSINESS TO BE DONE

104/20	To RECEIVE Apologies For Absence:
105/20	To REVIEW The Register Of Interests & Other Interests Affecting this Agenda:
106/20	To CONFIRM The Minutes of the previous meeting of 25th February 2020.
107/20	To CONSIDER any matters arising from the Minutes not otherwise on the Agenda:

108/20	<p>MATTERS raised by Effingham organisations and residents (UP TO 15 MINUTES)</p> <p>Effingham organisations and residents can ask the Chairman and Councillors for updates of particular items, or explain matters of concern within the Parish Council's scope. Councillors may deal with matters or questions straightaway, or follow up by letter or email after the meeting.</p>
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GOVERNANCE

109/20	Items relating to governance:
109/20a	To RECEIVE and APPROVE the updated EPC Financial Regulations Document prepared by councillor Symes. (079/20)
109/20b	To CONSIDER and APPROVE the reply produced by Cllr Symes, regarding the GBC Draft Revised Code of Conduct for Councillors. (sent 09.04.2020) (Clerk notes)
109/20c	To APPROVE the Annual Governance Statement 2019/20. Chairman and Clerk RFO to sign. (Clerk notes)

PLANNING APPLICATIONS

110/20	To RECEIVE a report from the Planning Review Group and CONSIDER responses to Guildford Borough Council on new planning applications, as at Tuesday 24th March 2020 & again at Tuesday 21 st April 2020. (clerk notes/late items)
20/P/00385	Beech House , Beech Avenue, Effingham, Leatherhead. KT24 5PJ Construction of a single storey rear extension and enlargement / remodelling of rear balcony.
20/P/00459	Blossden Cottage , Salmons Road, Effingham. KT24 5QJ Two storey rear extension including first floor Juliet balcony.
20/P/00480	Thornet Wood Stables , Effingham Common Road. KT24 5JG The installation of 1no 275m high Swann 30H lattice tower, with 3no antennas, 2no 0.6m dishes, 2no ground based equipment cabinets, and ancillary development thereto. Installed on a 10m x 10m compound within 1.8m chain-linked fence.
20/P/00516	Beagles Den , Dog Kennel Green, Ranmore Common. RH5 6SS Erection of a single storey rear extension, addition of dormer windows, raising and alterations to roof line, changes to fenestration and application of insulated render.

20/P/00527	Longacre , Guildford Road, Effingham. KT24 5QF Single storey side extension and roof extension including dormer window to front elevation and two dormer windows to rear elevation.
20/P/00605	Hillrise , Orestan Lane, Effingham, Leatherhead. KT24 5SN Single storey rear extension and insertion of 2 roof lights.
111/20	Previous planning applications: To RECEIVE notification of results set out in <u>Appendix 1</u>
112/20	To CONSIDER responses to Guildford Borough Council on any late received planning applications: (clerk notes/late items)
113/20	Other Planning Matters:
113/20a	For INFORMATION :
19/P/01247	Appeal ref: APP/Y3615/19/3238475 Three Acre Barn, Guildford Road, Effingham. KT24 5QQ The proposal was for the erection of a replacement dwelling. The appeal was DISMISSED (Clerk notes)
113/20b	To CONSIDER a parish council response to an email received from Claremont Finesse, regarding the Orchard Walls site. Effingham Neighbourhood Plan – ENP-SA3 (p98) (Clerk notes)
113/20c	To CONSIDER a parish council response to an email received from E.T.Planning, regarding the Sir Douglas Haig Inn site. (Clerk notes)
113/20d	To CONSIDER a Premises Licence Application from The Lodge, Effingham. (Clerk notes)

GENERAL PLANNING MATTERS

114/20	Neighbourhood / Local Plans To RECEIVE reports on the Neighbourhood & Local Plans:
115/20	Berkeley Homes /Howard Of Effingham To RECEIVE and CONSIDER any updates on the development:

WORKING GROUPS

116/20	Communications Working Group: (CH, BR, LH, AP) To RECEIVE and CONSIDER any reports from the Communications Working Group.
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117/20	EVRT Trustee Appointment Working Group: (IS/PM/AP/LH/CH/BR) To RECEIVE updates from the Trustee Appointments Working Group, including any new applications.
118/20	Finance & General Purposes Working Group: (AP/KC/IS/JS) To RECEIVE and CONSIDER any reports and recommendations from the Finance & General Purposes Working Group:
119/20	Transport Group: To RECEIVE and CONSIDER any reports and recommendations from the Transport & Highways Working Group. (see emails from residents – 133/20 b&c)
120/20	Parish Council Website Working Group To receive updates:
121/20	Climate Change Working Group To receive updates: To CONSIDER and APPROVE the draft Terms of Reference document. (Clerk notes)

HIGHWAYS, TRANSPORT & COUNTRYSIDE ACCESS

122/20	Highways, Transport & Countryside Access matters: To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to highways matters: To RECEIVE the Residents Parking report from Cllr Cornwell.
123/20	To RECEIVE reports & updates from SCC County Councillor Iles

FINANCIAL MATTERS

124/20	Invoices for payment To RECEIVE and APPROVE invoices for payment. (clerk notes/late items)
125/20	Bank reconciliation To RECEIVE & APPROVE the latest bank reconciliations.
126/20	Other Financial matters To RECEIVE and CONSIDER any reports or correspondence relating to other finance matters: To CONSIDER and APPROVE a grant payment schedule for Effingham Village Recreation Trust. (Management Support)

COMMUNITY AND ENVIRONMENT

127/20	Community Fund: To RECEIVE grant requests, if any:
127/20a	To CONSIDER a revised quotation from Effingham Village Recreation Trust (EVRT) for replacement wooden benches. (£1657) (Clerk notes)
127/20b	To CONSIDER a grant application from Kent Surrey & Sussex Air Ambulance Trust towards operational costs. (£250) (Clerk notes)
127/20c	To CONSIDER a grant application from Surrey Crimestoppers in support of the charity. (£?) (096/20) Clerk notes
128/20	Concurrent Functions Grants Updates:
129/20	Other Community Matters To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to other community or environmental matters

COUNCIL ADMINISTRATIVE MATTERS

130/20	To RECEIVE updates, if any:
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REPORTS

131/20	To RECEIVE reports on: <u>Police and community issues - December 2019</u> Appendix 2 <u>Allotments</u> <u>Burial Ground</u> Update from the parish clerk. <u>KGV Hall and Fields</u> <u>Home Farm West - Calvert and Chester Roads</u> <u>Effingham Common</u> <u>Parish Room</u> Current issues: Exterior doors need easing.
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132/20	<p>Other Parish Matters To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to other parish matters</p> <p>To CONSIDER the option of providing a bus shelter or bench at the Church Street bus stop on Lower Road. (479 & 678 services) (Councillor Roscoe) Clerk notes</p>
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CORRESPONDENCE

133/20	<p>Any Other Correspondence To RECEIVE and CONSIDER any other correspondence</p>
133/20a	<p>To CONSIDER the email received from a local resident regarding the rubbish bin outside St. Lawrence Church. (Clerk notes)</p>
133/20b	<p>To CONSIDER the email received from a local resident regarding HGV's and Church Street. (Clerk notes)</p>
133/20c	<p>To CONSIDER the email received from a local resident regarding HGV's and Church Street. (Clerk notes)</p>
133/20d	<p>For INFORMATION: Letter of thanks received from Effingham Volunteer Drivers, for the recently approved Parish Council grant. (Clerk notes)</p>
133/20e	<p>To CONSIDER correspondence from Bevans Butchers regarding proposed advertising signage and the new planters on the shop parade grass area. (Clerk notes)</p>
133/20f	<p>To CONSIDER a proposal from a local business to sponsor one of the new planters on the shop parade grass area. (Clerk notes)</p>
133/20g	<p>To CONSIDER correspondence from a local resident expressing concern that the relationship between Effingham Parish Council and the Roundabout publication is unclear, regarding postings on the parish council website, and might be seen as unfair competition.</p>

NEXT AGENDA

134/20	<p>To NOTE new items of business for the Agenda of the next meeting</p>
	<p>Next meeting –</p> <p>Annual Meeting of the Parish Council: Tuesday 26th May 2020, 8pm</p>

	<p>Next Planning Review Group meeting:</p> <p>Tuesday 19th of May 2020. (7.30pm).</p>
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APPENDIX 1

Planning Results

111/20

- 19/P/02076** **Upper Leewood Farm**, Effingham Common Road. KT24 5JQ
Engineering works to restore degrade pasture land with additional topsoil. Returned to pasture land. (retrospective)
APPROVED
- 19/P/02134** **44 Strathcona Avenue**, Bookham, Leatherhead. KT23 4HP
Single storey side/rear extension, porch & carport, including replacement roof above single storey front bay window, following demolition of existing garage and porch.
(amended plans added 13/2/20 & 17/3/20)
APPROVED
- 20/P/00034** **Harken**, Orestan Lane, Effingham, Leatherhead. KT24 5SN
Proposed single storey rear extension, new roofs, conversion of existing store to habitable accommodation and changes to fenestration.
APPROVED
- 20/P/00085** **Whistlers Farm**, Guildford Road, Effingham. KT24 5QD
Erection of a part single/two storey side extension with one roof light, to provide wheelchair accessible accommodation on the ground floor.
APPROVED
- 20/P/00128** **Thornet Wood Stables**, Effingham Common Road. KT24
5JG
Prior notification under part 16 of schedule 2 of the Town & Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the installation of 1no 27.5m high Swann 30H lattice tower, with 3No antennas, 2no 0.6m dishes..
REFUSED
- 20/P/00157** **Hooke Farm**, Effingham Common, Effingham. KT24 5JE
Extension to existing garage and addition of pitched roof. New Entrance porch, changes to fenestration with the addition of a Juliet balcony to rear of pitch roof over bay windows to front. ..
APPROVED

- 20/P/00168** **Le Bonheur**, 3 Leewood Way, Effingham. KT24 5JN
Part conversion of garage to habitable accommodation and loft
Conversion including addition of one roof light and one rear
dormer window.
APPROVED
- 20/P/00249** **Effingham Lodge Farm**, Lower Road, Effingham. KT24 5JP
Reserved matters application pursuant to the outline application
14/P/02109, approved on 21/03/2018 for the nursery school and
caretakers lodge.
APPROVED
- 20/P/00274** **Walton House**, The Street, Effingham. KT24 5LQ
Removal of existing ground floor windows and removal of
below cill brickwork and replace with Bi-fold doors in existing
opening at Layla's coffee shop.
APPROVED
- 20/P/00281** **Fairview**, Mount Pleasant, Effingham, Leatherhead. KT24 5NS
Loft extension with new gabrel style roof over incorporating
Rooflights and alterations to front garden and driveway
following demolition of existing side addition.
APPROVED

APPENDIX 2

131/20

Crime Figures

January 2020

Incidents x13

On or near:

Barnes Wallis Close	Criminal damage and arson
Critten Lane	Violence and sexual offences (x2)
Crossroads	Anti-social behaviour
Crossroads	Vehicle crime
Crossroads	Violence and sexual offences
Crocknorth Road	Anti-social behaviour
Crocknorth Road	Other theft
Lindens Close	Burglary
Lower Road	Criminal damage and arson (x2)
Lutchens Close	Other theft
Mount Pleasant	Public order
