



Effingham Parish Council



To all Councillors

Publication date: 21st July 2021

**I HEREBY GIVE YOU NOTICE
that an Ordinary Meeting of Effingham Parish Council will be held
on Tuesday 27th July 2021 at 8pm, at**

St. Lawrence Church, Church Street, Effingham, KT24 5LX.

**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.**

**Those attending will be required to use hand sanitiser when entering the church
and wear a face covering. (Both of which will be made available at the door)
Please respect other attendees' personal space by socially distancing.**

Members of the public are welcome to attend 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. (145/21)

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

Jon Short, Clerk and Responsible Financial Officer

BUSINESS TO BE DONE

140/21	To RECEIVE Apologies For Absence:
141/21	To REVIEW The Register Of Interests & Other Interests Affecting this Agenda:
142/21	To CONFIRM The Minutes of the previous meeting of 4th May 2021 . (Annual Meeting of the Parish Council)
143/21	To CONSIDER any matters arising from the Minutes not otherwise on the Agenda, along with noting decisions made between parish council meetings: <u>Appendix 3</u>

GOVERNANCE

<p>144/21</p> <p><u>Policy no.</u></p> <p>1</p> <p>2</p> <p>3</p> <p>4</p> <p>5</p> <p>6</p> <p>7</p> <p>8</p> <p>10</p> <p>11</p> <p>12</p> <p>14</p> <p>16</p>	<p>Items relating to governance:</p> <p>To CONSIDER for adoption the following reviewed parish council policies:</p> <p>Standing Orders Financial Regulations Code of Conduct &</p> <p>Policy against Bribery Policy on the Acceptance of Gifts & Hospitality Policy against Fraud & Corruption Policy on Whistleblowing Complaints Procedure Policy on Equality Policy and Guidance Statements on Freedom of Information Policy on Retention and Disposal of Records of Documents Policy on Data Protection and Information Security Council Employees Code of Conduct Policy on dealing with enquiries from the public Policy on Co-option Policy on Exercise of Employer Discretions</p> <p>To CONSIDER if further details should be added to the parish council website to show councillors working group memberships etc. Current layout may make this difficult.</p> <p>https://www.effinghamparishcouncil.gov.uk/about-us/parish-councillors/</p>
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MATTERS RAISED

<p>145/21</p>	<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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PLANNING APPLICATIONS

<p>146/21</p>	<p>To RECEIVE reports from the Planning Review Group & BH Planning Research Group.</p> <p>To CONSIDER responses to Guildford Borough Council on planning applications, as of Tuesday 20.07.2021</p>
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21/P/01248	Moorcroft , The Street, Effingham, Surrey. KT24 5LQ Demolition of an existing dwelling, garage and outbuildings and construction of 2 semi-detached dwellings.
21/P/01283	Howard of Effingham School , Lower Road, Effingham. KT24 5JR Variation of condition 1 (approved plans) of planning permission 14/P/02109, approved at appeal on 21/03/2018, to refer to updated parameter plans annotated to show the areas no longer pursuant to that application.
21/P/01306	Land at Effingham Lodge Farm , Lower Road, Eff/ham. KT24 5JP Hybrid planning application for outline planning permission (only access to be considered) for the erection of 4 self-build dwellings on land at 408-410 Lower Road, following demolition of all existing buildings: and full planning permission for the erection of 110 dwellings with access, parking, community assets, landscaping, and associated works on land at ELF.
21/P/01453	Greenacres , High Barn Road, Effingham. KT24 5PT Installation of an outdoor pool, with adjoining sunken plant area and Air Source Heat Pump.
147/21	Previous planning applications: To RECEIVE notification of results set out in <u>Appendix 1</u>
148/21	To CONSIDER responses to Guildford Borough Council on any late received planning applications: (clerk notes/late items)
149/21	Other Planning Matters:

GENERAL PLANNING MATTERS

150/21	Neighbourhood / Local Plans To RECEIVE reports on the Neighbourhood & Local Plans:
151/21	Berkeley Homes /Howard Of Effingham To RECEIVE and CONSIDER any updates on the development: To RECEIVE updates from the BH Planning Research Group. (see 146/21)

WORKING GROUPS

152/21	Matters relating to Effingham Village Recreation Trust (EVRT) Trustee Appointments, Conversion to CIO & other Updates.
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153/21	Finance & General Purposes Working Group: (AP/KC/IS/JS/CT) To RECEIVE and CONSIDER any reports and recommendations from the Finance & General Purposes Working Group:
154/21	Parish Council Website Working Group To RECEIVE updates:
155/21	Climate Change Working Group To RECEIVE updates: Declaration by Effingham Parish Council of a Climate Emergency. (clerk notes) To APPROVE the draft Garden Wildlife Survey (clerk notes)
156/21	Transparency Working Group: To RECEIVE updates:

TRANSPORT GROUP

157/21	Transport Group: To RECEIVE and CONSIDER any reports and recommendations from the Transport & Highways Working Group. To CONSIDER a parish council response to the SCC Surrey Transport Plan 2022-2032 Consultation. (deadline 24.10.2021) (clerk notes)
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COUNTRYSIDE ACCESS

158/21	Countryside Access matters: To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to Countryside matters:
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SURREY COUNTY COUNCIL – COUNCILLOR CROSS

159/21	To RECEIVE reports & updates from SCC County Councillor Cross
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FINANCIAL MATTERS

160/21	To ACKNOWLEDGE council payments for the month of July 2021. (clerk notes/late items)
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161/21	<p>Bank reconciliation: To CONFIRM that the latest bank reconciliations have been checked and signed by Cllr Thorne.</p>
162/21	<p>Other Financial matters: To RECEIVE and CONSIDER any reports or correspondence relating to other finance matters:</p> <p>To RECEIVE the following financial reports:</p> <p>Detailed Receipts & Payments Report (April – June 2021) Annual Budget Report (April – June 2021) (clerk notes)</p>

COMMUNITY AND ENVIRONMENT

163/21	<p>Community Fund: To RECEIVE grant requests, if any:</p>
164/21	<p>Concurrent Functions Grant Aid (CFGA) <u>Updates:</u> To start considering projects for the next funding year. (on the assumption the aid will still be available)</p>
165/21	<p>Other Community Matters To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to other community or environmental matters</p>

COUNCIL ADMINISTRATIVE MATTERS

166/21	To RECEIVE updates, if any:
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REPORTS

167/21	<p>To RECEIVE reports on:</p> <p><u>Police and community issues</u> - Appendix 2 May 2021</p> <p><u>Allotments</u></p> <p><u>Burial Ground</u></p> <p><u>KGV Hall and Fields</u></p> <p><u>Home Farm West - Calvert and Chester Roads</u></p>
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	<p><u>Effingham Common</u></p> <p><u>Parish Room</u></p> <p><u>Shop Parade</u></p> <p><u>Advertising:</u> The parish council has been approached by local businesses who would like to advertise on the shop parade planters.</p> <p><u>The parish council will need to decide:</u> Is the pc looking to just recover the cost of maintaining the planters ? Who might be permitted to advertise on the planters ? What might a standard advertisement sign look like ? How long might any agreement last ? etc</p> <p><u>Pavement:</u> Report from Vivien White (Chair of EFFRA)</p> <p><u>Lawson Cypress tree:</u> To CONSIDER whether or not this tree should be removed, to allow the Notice-board project to progress, and to prevent possible future pavement damage. GBC Arboricultural Officer suggests the tree has very limited value and would support its removal (subject to a planning application). Cost for removal is in the region of £200. (clerk notes)</p>
168/21	<p>Other Parish Matters: To RECEIVE and CONSIDER any reports from Parish Councillors and any correspondence relating to other parish matters</p>

CORRESPONDENCE

169/21	<p>Any Other Correspondence: To RECEIVE and CONSIDER any other correspondence</p>
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NEXT AGENDA

170/21	To NOTE new items of business for the Agenda of the next meeting
	<p>Next meetings: Ordinary Meeting - Tuesday 31st August 2021 (8.00pm) Venue – St. Lawrence Church F2F (subject to late change)</p>
	<p>Next Planning Review Group meeting: Tuesday 24th of August 2021. (7.30pm).</p>

APPENDIX 1**Planning Results****147/21**

- 21/P/00178** **St. Lawrence Primary School**, Lower Road, Effingham. KT24 5JP
Replacement of fencing of part of the parameter of the site.
Approved.
- 21/P/00380** **Greenfields Farm**, Orestan Lane, Effingham, L/head. KT24 5SJ
Certificate of Lawfulness for a proposed development to establish whether the erection of an outbuilding and construction of a pool under Part 1, Class E of the Town & County Planning (General Permitted Development) Order 2015, as amended would be lawful.
Approved.
- 21/P/01109** **Ranmore**, Beech Avenue, Effingham, Leatherhead. KT24 5PJ
Certificate of Lawfulness for a proposed development to establish whether the erection of an outbuilding and extension to the existing hardstanding would be lawful.
Approved.
- 21/P/01115** **East Court**, Beech Avenue, Effingham, Leatherhead. KT24 5PN
Variation of condition 2 of planning application 20/P/01225 approved 20//10/2020 to enlarge the pool wing and vary fenestration details.
Approved.

APPENDIX 2**May 2021****Crime Figures****(x16)****167/21**

Browns Lane	Anti-social behaviour (x2)
Browns Lane	Violence & sexual offences
Effingham Place	Violence & sexual offences
Hogden Lane	Anti-social behaviour
KGV Playing Fields	Anti-social behaviour
KGV Playing Fields	Criminal damage
Lower Road	Violence & sexual offences
Lower Road	Anti-social behaviour (x4)
Lower Road	Public order
Mount Pleasant	Violence & sexual offences
Salmons Road	Other theft
Strathcone	Anti-social behaviour

Planning decisions made by the parish council Chairman, Vice Chairman & Clerk during Covid restrictions.

Reference: 21/P/01122

Location: Oakwood, Orestan Lane, Effingham, Leatherhead, KT24 5SL

Proposal: Proposed two storey front extension, first floor front & side extension, reconfigured front garden and drive, single storey rear extension, new patio area, relocation of garden shed, new rear paved area and changes to fenestration.

Comment

If GBC Planning are minded to approve this application please enter a condition:

Condition

'Effingham is a dark skies parish – see Effingham Neighbourhood Plan at policy ENP-ENV4 Dark Skies. Please ensure the roof windows are fitted with shades, curtains or similar to protect the local environment from any light 'pollution' caused by the roof windows.

Reference: 21/W/00080

Location: Hooke Farm, Effingham Common, Effingham, Leatherhead, KT24 5JE

Proposal:

Prior notification under Schedule 2, Part 3, Class Q of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) for a proposed change of use from Agricultural Buildings to Dwellinghouse (Class C3) comprising 2 dwellings.

Effingham Parish Council (EPC) **objects** to these proposals being considered as permitted development.

EPC notes that planning application 21/P/00719 at Hooke Farm, Effingham Common, Effingham, Leatherhead, KT24 5JE, was for proposed works to enclose an existing barn. The current prior notification for change of use takes the proposals to a different level that includes two new dwellings.

EPC would point out that this is green belt land and is not a site selection in either the Guildford Local Plan or the Effingham Neighbourhood Plan (ENP). These proposals need to go through the full planning application process and not be considered as permitted development.

Hooke Farm is situated adjacent to Effingham Common. It supports the stabling of horses. It was traditionally owned as a private house with fields as pasture for horses, and the stables and barn rented out to stable horses. As such it can be argued that the site was not used solely for an agricultural use and was never part of an established agricultural unit. It is not an agricultural farm and does not have agricultural employees.

The location and siting of the building on the green belt and adjacent to Effingham Common makes it undesirable for the building to change from agricultural use to a use falling within Class C3 (dwelling houses) of the Schedule to the Use Classes Order. The unusual design, proximity to the Effingham Common footpath/permissive bridleway, transport, highways and noise levels, and location of these buildings needs to be fully considered by the community via the planning process and not be subject to permitted development.

Please note that a proposal has been submitted to GBC for Effingham Common to be designated a Local Nature Reserve. The position of these proposed dwellings is close to a footpath and permissive bridleway on Hooke Common, at the south end of Effingham Common and on common land. The proposed buildings would be visible from the footpath/permissive bridleway.

Please also note that the ENP at ENP-H1 sets out a target of 50 new homes in the Plan Area. Currently there are 295 planning permissions in the Plan Area and this is well in excess of this

target with several more planning permissions anticipated, including for site selections in the ENP. The ENP has site selections for housing and when the Local Authority has a five year land supply a Ministerial Directive, issued a few years ago, indicated that this gives increased weight to a Neighbourhood Plan, such as the ENP, over the number and the location of new housing.

21/P/00808 |

The Old Vicarage, Church Street, Effingham, Leatherhead, KT24 5LX
Single storey extension to existing ancillary garden building. | The Old Vicarage, Church Street, Effingham, Leatherhead, KT24 5LX

If the Planning Committee are minded to grant permission, Effingham Parish Council (EPC) would like a condition included that the extension will not create a potential additional detached habitable building on this site in the Conservation Area of the village.

The ancillary building, if there is planning permission, will be equipped with: kitchen, lavatory, and other toilet facilities. The Heritage Statement states that it would be a valuable and sustainable addition to the host dwelling leading to the belief that this may become a separate habitable building in the Conservation Area.

21/P/00864 | Meadow Plat, Ranmore Common, Dorking, RH5 6SX

Erection of a replacement garage building following the demolition of existing large garage and stables. |

If the Planning Committee are minded to grant permission, Effingham Parish Council (EPC) would like a condition included that the extension will not create a potential additional detached habitable building on this site in the Green Belt.

The proposals show that the replacement garage will be equipped with a lavatory and other toilet facilities upstairs and down, and there would be no way and preventing its use as living accommodation with suitable partitioning of the first floor. The ground floor plan shows space for four cars, but the space could easily be used for habitable accommodation leading to the view that this may become a separate habitable building.

There are also no special circumstances shown for the erection of such a large replacement building in the green belt.

21/P/01021, Three Acre Barn Guildford Road, Effingham, Leatherhead. KT24 5QQ

Outline application to consider the access, appearance, layout & scale of a proposed detached two storey dwelling.

Objection

Effingham Parish Council objects to planning application 21/P/01021 as it does not meet the planning criteria for building in the Green Belt.

At the recent Appeal, Planning Application Ref:18/P/00209/ Appeal-Ref: 19/P/01247, for the conversion of the original barn unit into habitable accommodation was dismissed at Appeal. The Planning Inspector stated at that time:

"I give little or limited weight to each of the considerations cited in support of the proposal by the appellant. I conclude that, taken together, the substantial weight to be given to Green Belt harm and the harm caused to the character and appearance of the area, is not clearly outweighed by the other considerations, sufficient to amount to very special circumstances necessary to justify the development. The proposal would therefore be contrary to Policy P2 of the GBLP and Chapter 13 of the Framework. 29. Therefore, for the reasons given above, I conclude that the appeal should be dismissed."

In relation to the lawful use of the previous occupation the Inspector said:

“The main parties are agreed that the lawfulness of the previous residential use was not formally established, and that the residential use has ceased. I saw, during my site inspection, that the building is empty and is not in a habitable state.”

Since this time the barn has been demolished and there no evidence that the barn was ever occupied. So, any replacement building of the same classification would have to be another barn.

Inappropriate development in the Green Belt

By definition any development on the Green Belt land causes harm and is therefore inappropriate.

The mitigation that this is replacement building is not a valid argument. It is unlikely as to whether this application meets the requirements of a replacement building as the replacement building would not be of the same use classification as the original building, and there is no evidence that the original building was ever occupied.

The mitigation that the proposed development is of the same size is difficult to evaluate. There is no clear picture of the increase in land area of the development. The buildings appear to be larger than the original. It is unclear from the drawings whether this is materially larger than the original barn but it could be.

Therefore, for the above reasons, the proposed development would be inappropriate development in the Green Belt, having regard to Policy P2 of the GLP and Paragraph 145 of the Framework.

Urban Sprawl

The location of the proposed development is in an area where the ribbon development between the villages of Effingham and East Horsley, on the north side of the A246, gives way to the appearance of green open country. The proposal would fail to safeguard the area of countryside from encroachment, one of the 5 purposes of the Green Belt, and would therefore not comply with the fundamental aim of Green Belt policy to prevent urban sprawl by keeping land permanently open. It would also contribute to ribbon development between the two villages on the north side of the A246.

Appearance

Visually, the proposed buildings comprise a mix of single and two storey elements. Although the design is set within the context of ‘ideas’ the designs would be out of keeping with the very prominent position the proposed development would have in the landscape (it would be clearly visible from the A246) and would have an impact on the openness of the Green Belt. Some of the ‘ideas’ designs would be out of character with the local environment and its neighbours.

There is no proposed design. Some of the options given would be contrary to Policy ENP-G2 of the Effingham Neighbourhood Plan, which, amongst other things, seeks to ensure that new development is of a high-quality design that responds to local character and conserves the essential rural character of the area, and that new buildings provide visual interest and a sense of place and identity and respect the traditional built form of the locality.

Materials

There is no firm proposal of the roof and the materials to be used and as the proposed development would be very visible in the landscape the roof and the materials to be used should be known before any planning permission is granted.

Major road, A246, at exit of the proposed property

The A246 has a speed limit of 40mph at the exit of this proposed property. There should be an SCC Highways report as to whether it would be safe for multiple vehicles to be entering and exiting this site several times per day on a permanent basis.

Housing Supply

GBC, with the GLP, can demonstrate a five-year housing land supply so the addition of one extra dwelling has to be balanced by the harm of this proposed development to the Green Belt.

For the above reasons EPC opposes this planning application.

21/P/01025 Thistledown, Orestan Lane, Effingham, KT24 5SN

Effingham Parish Council **objects** to this planning application.

The Thistledown is in the Green Belt. The proposed increase in footprint of the proposed building is 58% and the increase in volume 51% above those of the existing building, together with a small increased building height and bulk amounts to a significant increase in building size above that of the existing buildings which would comprise a materially larger replacement building for the purposes of Paragraph 145 d) of the Framework.

NPPF 145.

145. A local planning authority should regard the construction of new buildings as inappropriate in the Green Belt. Exceptions to this are:

d) the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces.

21/P/01045 Elaia, Lower Farm Road, Effingham, KT24 5JJ

Effingham Parish Council **objects** to this planning application.

The property is in the Green Belt. The proposed increase in footprint of the proposed building is 46% (212sq.m to 314.5 sq.m) above the existing building, together with the greater mass of the building when viewed from the front would comprise a materially larger replacement building for the purposes of Paragraph 145 d) of the Framework.

NPPF 145.

145. A local planning authority should regard the construction of new buildings as inappropriate in the Green Belt. Exceptions to this are:

d) the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces.

In addition if the planning committee are minded to allow this planning application there should be a condition that the windows in the roof should be shielded by curtains, shade etc to prevent light pollution, as this is a dark skies area near to Effingham Common.

Financial decisions made by the parish council Chairman, Vice Chairman & Clerk during Covid restrictions:

It was agreed that up to £3k would be made available for planning advice, from the parish council legal contingency ear mark reserve, regarding the new planning applications from Berkeley Homes / Howard of Effingham School.
(21/P/01283 & 21/P/01306)

It was agreed to spend £150 to reduce the height of the shop parade planters & remove excessive soil.

It was also agreed to spend £237 to plant up the shop parade planters .