

# Effingham Parish Council



## Notes from - PARISH DISCUSSION MEETING held on Tuesday 29<sup>th</sup> June 2021 at 8pm.

### Attended by:

Cllr's Cornwell, Hackett, Hogger, Moss, Muscat, Palmer, Pindar (VC), Roscoe & Symes (C).

Parish Clerk, SCC Cllr Cross + 2 local residents.

### Items discussed

DM31/21	<b>Apologies For Absence:</b> Apologies were received from Cllr Thorne
DM32/21	<b>The Register Of Interests &amp; Other Interests Affecting this Agenda:</b> <b>Cllr Hogger</b> declared an interest as a member of Guildford Borough Council's Planning Committee, and therefore doesn't comment on planning applications. <b>Cllr Hackett</b> declared an interest as a director of Roundabout Facilities CIC (RFC), publisher of the Roundabout Effingham Magazine.
DM33/21	<b>Minutes:</b> The Minutes of the previous meeting of 4 <sup>th</sup> May 2021. (Annual Meeting of the Parish Council) were considered and will be decided upon at the next face to face parish council meeting. (currently July)
DM34/21	<b>Matters arising from the Minutes not otherwise on the Agenda, along with noting decisions made between parish council meetings:</b> There were no matters arising, and also no decisions to note.

### GOVERNANCE

DM35/21	<b>Items relating to governance:</b> None.
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### MATTERS RAISED

DM36/21	<b>MATTERS raised by Effingham organisations and residents</b> See DM42/21 Berkeley Homes / Howard of Effingham.
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## PLANNING APPLICATIONS

<b>DM37/21</b>	The report from the Planning Research Group was received. Applications were discussed by councillors, and the Chair, V. Chair & Clerk delegated to decide on, and send an appropriate response.
<b>21/P/01115</b>	<b>East Court</b> , Beech Avenue, Effingham, Leatherhead. KT24 5PN Variation to condition 2 of planning application 20/P/01225 approved 20/10/2020 to enlarge pool wing and vary fenestration details.
<b>21/P/01122</b>	<b>Oakwood</b> , Orestan Lane, Effingham, Leatherhead. KT24 5SL 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.
<b>21/P/01194</b>	<b>13 Leawood Way</b> , Effingham, Leatherhead. KT24 5JN Demolition of existing conservatory and erection of replacement rear extension and changes to fenestration.
<b>21/P/01234</b>	<b>5 Warren Farm Cottages</b> , Guildford Road, Effingham. KT24 5QG Certificate of Lawfulness for existing use to establish whether No. 5 Warren Farm Cottage has been in continuous use as a self-contained residential unit (not ancillary to the golf course) for more than 4 years ago from the date of this application.
<b>21/W/00080</b>	<b>Hooke Farm</b> , Effingham Common, Effingham. KT24 5JE 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.
<b>DM38/21</b>	<b>Previous planning applications:</b> Notification of results are set out in <b><u>Appendix 1</u></b>
<b>DM39/21</b>	<b>Responses to Guildford Borough Council on any late received planning applications:</b> See <b>DM42/21</b>
<b><u>21/P/01283</u></b>	<b>Land at Effingham Lodge Farm</b> , Lower Road, Effingham, Leatherhead, KT24 5JP 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 to be developed pursuant to that application.

<b><u>21/P/01306</u></b>	<p><b>Land at Effingham Lodge Farm</b>, Lower Road, Effingham, Leatherhead, KT24 5JP</p> <p>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, Effingham 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 Effingham Lodge Farm, Lower Road, Effingham.</p>
<b>DM40/21</b>	<p><b>Other Planning Matters:</b></p> <p><u>Enforcement Cases:</u> There are currently 7 medium priority cases &amp; 8 low priority cases open. One case has recently been close.</p>
<b>20/P/01226</b>	<p><u>Inspectorate's Ref : APP/Y3615/W/21/3267542</u></p> <p><b>High Barn Bungalow</b>, High Barn Road, Effingham. KT24 5PS Erection of stable block with integral haybarn and tractor store following demolition of existing stable block, haybarn and storage to the rear and its associated hard surfaces.</p> <p>An appeal has been lodged against the Council's refusal of the above application:</p>

## GENERAL PLANNING MATTERS

<b>DM41/21</b>	<p><b>Neighbourhood / Local Plans</b></p> <p>Reports on the Neighbourhood &amp; Local Plans:</p> <p>The Chair, V.Chair and clerk were delegated to decide if there should be a parish council response to the West Clandon Neighbourhood Plan consultation. (deadline 12.07.2021)</p> <p><a href="https://guildford.inconsult.uk">https://guildford.inconsult.uk</a></p>
<b>DM42/21</b>	<p><b>Berkeley Homes /Howard Of Effingham</b></p> <p>Updates on the development:</p> <p>Councillors and local residents were confused regarding the validation process of new planning applications 21/P/01283 &amp; 21/P/01306. Planning application 21/P/01306 appeared to have been validated however was incomplete and missing important documents, it had also now disappeared off the GBC Planning Portal. Councillors were concerned that both sets of Viability Assessment documents had not yet been made publically available, which made comparing the updated Assessment impossible.</p>

	The 110 Enabling Research Group agreed to meet urgently to draft a response to the new planning applications. The Chair, V.Chair & Clerk were delegated to decide if a further £3k should be made available, for the draft response to be reviewed by the parish council's legal planning advisor. The draft response will be considered for approval at July's face to face parish council meeting.
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## WORKING GROUPS

<b>DM43/21</b>	<b>Matters relating to Effingham Village Recreation Trust (EVRT)</b> Trustee Appointments, Conversion to CIO & other Updates.  The clerk was requested to contact EVRT for an update on playground equipment repairs and a time-frame for conversion to a Charitable Incorporated Organisation.
<b>DM44/21</b>	<b>Finance &amp; General Purposes Working Group:</b> <b>(AP/KC/IS/JS/CT)</b> No updates.
<b>DM45/21</b>	<b>Parish Council Website Working Group</b> Cllr Moss agreed to provide the clerk with a database query, for the website providers to resolve.
<b>DM46/21</b>	<b>Climate Change Working Group</b> Cllr Muscat gave an update on the blue heart roadside verge signs, cycle routes and the pond project. Next meeting was advised to be taking place in July.
<b>DM47/21</b>	<b>Transparency Working Group:</b> Cllr Hackett confirmed that an initial report had been distributed. Cllr Symes confirmed that he would be arranging the next meeting date soon.

## TRANSPORT GROUP

<b>DM48/21</b>	<b>Transport Group:</b> Cllr Roscoe confirmed that she was working on a briefing pack for SCC Cllr Cross, to include import local issues such as 20mph speed limits, road tables & HGV movements on narrow local streets. She is being assisted by Cllr Palmer, and the next SCC/GBC/EPC Transport meeting is planned for September. A local resident has taken the initiative to clean local road signs, the parish council send their thanks.
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## COUNTRYSIDE ACCESS

<b>DM49/21</b>	<b>Countryside Access matters:</b> Cllrs have accepted a kind offer from Jon Budd (Course Manager Effingham Golf Club) to receive a tour of their grounds and view the award winning environmental work being carried out there.
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## SURREY COUNTY COUNCIL – COUNCILLOR CROSS

<b>DM50/21</b>	<b>Reports &amp; updates from SCC County Councillor Cross:</b> Cllr Cross gave an interesting update on the experiences of a new County Councillor. There was also a discussion on School Place numbers with regards to the Berkeley Homes “enabling” application.
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## FINANCIAL MATTERS

<b>DM51/21</b>	<b>Council payments:</b> Council payments for the month of May 2021 were acknowledged. <b>(appendix 3)</b>
<b>DM52/21</b>	<b>Bank reconciliation:</b> Cllr Thorne confirmed that the latest bank reconciliations had been checked and signed off.
<b>DM53/21</b>	<b>Other Financial matters:</b> Reports or correspondence relating to other finance matters: It was agreed that the Chair, Vice Chair and Clerk would decide if money should be spent to finish the shop parade planter project. (cut down planters and plant up) Cllr Palmer suggested that the freed up planter components could be re-purposed elsewhere in the village.

## COMMUNITY AND ENVIRONMENT

<b>DM54/21</b>	<b>Community Fund:</b> No updates or new applications.
<b>DM55/21</b>	<b>Concurrent Functions Grant Aid (CFGGA)</b> Updates: It was agreed that further quotations should be sort for the notice-board project.
<b>DM56/21</b>	<b>Other Community Matters</b> Reports from Parish Councillors and any correspondence relating to other community or environmental matters. <b>None.</b>

## COUNCIL ADMINISTRATIVE MATTERS

<b>DM57/21</b>	<b>No updates.</b>
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## REPORTS

<b>DM58/21</b>	To <b>RECEIVE</b> reports on:  <b><u>Police and community issues</u></b> - Appendix 2 <b>March 2021</b>  <b><u>Allotments</u></b>  <b><u>Burial Ground</u></b>  <b><u>KGV Hall and Fields</u></b>  <b><u>Home Farm West - Calvert and Chester Roads</u></b>  <b><u>Effingham Common</u></b>  <b><u>Parish Room</u></b>  <b><u>Shop Parade</u></b>
<b>DM59/21</b>	<b>Other Parish Matters:</b> Reports from Parish Councillors and any correspondence relating to other parish matters. <b>None.</b>

## CORRESPONDENCE

<b>DM60/21</b>	<b>Any Other Correspondence:</b> None.
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## NEXT AGENDA

<b>DM61/21</b>	<b>New items of business for the Agenda of the next meeting.</b> None.
	<b>Next meetings:</b> Ordinary Meeting - Tuesday 27 <sup>th</sup> July 2021                      (8.00pm) Venue – St.Lawrence Church    F2F                      (subject to possible changes)
	Next Planning Review Group meeting: Tuesday 20 <sup>th</sup> of July 2021.    (7.30pm).

**APPENDIX 1****Planning Results****DM38/21**

- 19/P/01278**     **Ranmore Manor**, Ranmore Common, Dorking. RH5 6SX  
Removal of conditions 2,3,4,5,9,10,11,13, 16 & 17. Variation of condition 14 (bin store), 15 (energy efficiency) & condition 18 (noise insulation) of planning application 14/P/01028 approved 28/04/15.  
**Disposed of Under Art.40 (13)**
- 20/P/02073**     **Lower Farm**, Effingham Common Road, Effingham. KT24 5JG  
External and internal alterations to the Grade II listed Main House, Lodge, Garage and Poolhouse, including new timber framed casement windows and the infilling of redundant window openings. Re-roofing to extensions with either replacement clay-roof tiles and/or hanging tiles. Installation of a new air-condenser unit. The erection of a new chimney breast. Internal alterations, including alterations to ceilings and the reconfiguring of both doors and walls. The installation of both a new bathroom and ensuite. Replacing windows to 'The Lodge'; garage doors with both timber clad and framed doors; and all internal finishings to 'The Poolhouse' and the gym for them to both remain in keeping with the Main House.  
**Approved.**
- 20/P/02074**     **Lower Farm**, Effingham Common Road, Effingham. KT24 5JG  
Listed Building Consent for both the external and internal alterations to the Grade II listed Main House, Lodge, Garage and Poolhouse, including new timber framed casement windows and the infilling of redundant window openings. Re-roofing to extensions with either replacement clay-roof tiles and/or hanging tiles. Installation of a new air-condenser unit. The erection of a new chimney breast. Internal alterations, including alterations to ceilings and the reconfiguring of both doors and walls. The installation of both a new bathroom and ensuite. Replacing windows to 'The Lodge'; garage doors with both timber clad and framed doors; and all internal finishings to 'The Poolhouse' and the gym for them to both remain in keeping with the Main House.  
**Approved.**
- 21/P/00377**     **Chestnut Beech**, 255 Guildford Road, Effingham. KT24 5NP  
Demolition of the existing building for the construction of a two storey building to the front of the site and a single storey building to the rear of the site comprising of 1No x studio flat, 4No x 1 bed flats and a small Class E commercial unit with 7 parking spaces.  
**Refused.**
- 21/P/00781**     **71 Norwood Road**, Effingham, Leatherhead. KT2 5NU  
Single storey rear extension with raised terrace and new front Porch.  
**Approved.**
- 21/P/00808**     **The Old Vicarage**, Church Street, Effingham, L/head. KT24 5LX  
Single storey extension to existing ancillary garden building.     **Approved**

**APPENDIX 2****April 2021****Crime Figures****(x15)****DM58/21**

Barnes Wallis Close	Public order
Browns Lane	Burglary
Champion Down	Anti-social behaviour
Crocknorth Road	Violence & sexual offences
Dirtham Lane	Violence & sexual offences
Guildford Road (A246)	Anti-social behaviour
KGV Playing Fields	Criminal damage and arson
KGV Playing Fields	Public order
KGV Playing Fields	Violence & sexual offences
Mount Pleasant	Anti-social behaviour
Mount Pleasant	Violence & sexual offences
Norwood Close	Criminal damage and arson (x2)
The Crossroads	Theft from the person
Yew Tree Walk	Anti-social behaviour

**DM51/21   Payments acknowledged:   Appendix 3****Standing Orders & Direct Debits Currently In Force**  
(approved May 2020 161/20)

<u>DATE</u>	<u>To</u>	<u>Description</u>	<u>£</u>	<u>Authority</u>
		<b>STANDING ORDERS</b>		
01.07.2021	EVRT	Capital replacement (quarterly)	0750.00	4 year agreement commencing 01.04.2019 The Local Government (Miscellaneous Provisions) Act 1976 section 19 (1) (3)
01.07.2021	EVRT	Facilities funding (quarterly)	7750.00	4 year agreement commencing 01.04.2019 The Local Government (Miscellaneous Provisions) Act 1976 section 19 (1) (3)
01.07.2021	EVRT	Management Support Funding	5500.00	The Local Government (Miscellaneous Provisions) Act 1976 section 19 (1) (3) Expires 01.07.2023
25.06.2021	advansys	Website hosting and support (monthly)	0078.00	LGA 1972 s.111
29.06.2021	HMRC	Clerk TAX/NI (Quarterly)	xxxxxx	LGA 1972 s.112
20.06.2021	The Surrey Pension Fund	Clerk / Employer Pension Payments (Monthly)	xxxxxx	LGA 1972 s.112
25.06.2021	Jon Short	Clerk Salary (Monthly)	xxxxxx	LGA 1972 s.112



		<b>DIRECT DEBITS</b>		
28.06.2021	The Phone Co-op	Parish room broadband & phone	0043.80	LGA 1972 s.111
23.06.2021	SES Business Water	PR Water - supply	0001.00	LGA 1972 s.133 <i>Payments to be taken on 22<sup>nd</sup> of the month</i>
23.06.2021	SES Business Water	Allotment Water - supply	0002.00	Small Holdings & Allotment Act 1908, ss.23, 25 & 42 <i>Payments to be taken 22<sup>nd</sup> of the month</i>
07.12.2021	Information Commissioners Office	Data protection registration	0035.00	LGA 1972 s.111 <i>Payments to be taken annually on the 8th December</i>
23.06.2021	Bulb	PR Electricity	0010.00	LGA 1972 s.133 <i>Payments 23<sup>rd</sup> of month</i>

**Previously agreed payments:**

	<b>To</b>	<b>Description</b>	<b>£</b>	<b>Authority / Notes</b>
02.06.2021	J.A.Dobbe	Burial Ground Mnce (May 2021)	0215.00	Open Spaces Act 1906, ss9 & 10
02.06.2021	SLCC	Membership	0234.00	LGA 1972 s.111
02.06.2021	Norris & Fisher	Insurance policy – C/F grant – Eff Volunteer Drivers	0173.12	Charities Act 2011 s297 LGA 1972 s139(1)(b)
23.06.2021	Mulberry & Co.	Training – Introduction to Planning	0048.00	LGA 1972 s.111
22.06.2021	Nick Haynes	Blue heart – verge signs	0096.00	Highways Act 1980, s96

**Purchases using pre-charged debit-card:**

<u>Date</u>	<u>To</u>	<u>Description</u>	<u>£</u>	<u>Balance</u>	<u>Authority</u>
		Balance brought forward as at 20th May 2021		<b>0070.82</b>	
30.05.2021	Zoom	Video conferencing	0014.39	0056.43	LGA 1972 s.111
09.06.2021	Amazon	Ink cartridge	0036.29	0020.14	LGA 1972 s.111
10.06.2021		Top up payment	0229.86	0250.00	n/a
15.06.2021	Microsoft	Office 365	0005.99	0244.01	LGA 1972 s.111
		<b>Balance at 28.06.2021</b>		<b>0244.01</b>	