

MINUTES OF THE ORDINARY MEETING OF

Effingham Parish Council

Tuesday 28th September 2021, 8pm, The Barnes Wallis Hall.

Present:

Councillors: **Moss, Hackett, Hogger, Roscoe & Symes** (Chairman)

Also in attendance:

Clerk & 2no EVRT Managing Trustees

BUSINESS TO BE DONE

202/21	Apologies For Absence: Apologies were received from Cllrs Cornwell, Muscat, Palmer, Pindar (V.Chairman), Thorne . Also from SCC Cllr Cross
203/21	REVIEW of The Register Of Interests & Other Interests Affecting this Agenda: Cllr Hogger declared an interest as a member of Guildford Borough Council's Planning Committee, and therefore doesn't comment on planning applications. Cllr Hackett declared an interest as a director of Roundabout Facilities CIC (RFC), publisher of the Roundabout Effingham.
204/21	Minutes: The minutes of the previous meeting of the 31 st of August 2021 were considered, and after a small addition approved. These minutes will be signed by Cllr Symes (Chairman) at the earliest opportunity.
205/21	Matters arising: None.

GOVERNANCE

206/21	Items relating to governance: Cllrs Hogger & Moss gave apologies for not revising parish council policies in time for this meeting.
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MATTERS RAISED

207/21	MATTERS raised by Effingham organisations and residents: None.
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PLANNING APPLICATIONS

208/21	<p>The reports from the Planning Review Group & BH Planning Research Group were received: <u>The following application responses were agreed:</u></p> <p>21/P/01589 9 Beech Close, Effingham, Leatherhead. KT24 5PQ Part two storey, part single storey ear extension with internal alterations to existing house, this includes conversion of existing garage into a utility & office. New obscured glass on side ele..... No comment.</p> <p>21/P/01758 Phoenix Cottage, Effingham Common Road, Effingham. KT24 5JG Construction of a detached garage. Comment. (appendix 3)</p> <p>21/S/00006 Land north of Ockham Lane and east of Hatch Lane. Request for an EIA Scoping Option under Regulation 15 of the EIA Regulations in respect of the land at Upton End. Comment. (appendix 3)</p> <p>MO/2021/1472 Land south of Lower Road, Bookham, Leatherhead. KT23 4EL Change of use from Class F2 (education) to F2 (outdoor recreation) for the provision of public open space on land south of Lower Road, Gt Bookham, including areas of planting, a feature pond, community orchard & outdoor recreation. Objection. (appendix 3)</p>
209/21	<p>Previous planning applications: Notification of results are set out in <u>Appendix 1</u></p>
210/21	<p>Late received planning applications:</p> <p>21/P/01834 Oakwood Cottage, Effingham Common Road. KT24 5JH Proposed erection of a two storey side extension, single storey rear extension and new porch to front following demolition of existing garage and utility room. Clerk instructed to request extension to comment.</p> <p>21/T/00250 Rookery Cottage, Church Street, Effingham. KT24 5LZ Beech tree-crown thin by 20% and reduce height by 2m (ECR) No comment.</p>

211/21	<p>Other Planning Matters: Cllrs Hogger & Symes agreed to draft a parish council response to Mole Valley District Council's "Draft Mole Valley Local Plan (Proposed Submission Version – Regulation 19) Publication Stage", Representations Statement. (deadline 7th November 2021)</p> <p><u>For information only:</u> There are currently 15 open Planning Enforcement cases, 7 are classified medium priority & 8 low priority. The oldest case is from 2012, the latest from August 2021. There are no closed cases for the reporting period. (August)</p>
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GENERAL PLANNING MATTERS

212/21	<p>Neighbourhood / Local Plans Cllr Hogger reported that Effingham's Neighbourhood Plan was performing well and had been repeatedly referenced by the GBC planning officer considering planning application 20/P/00737 Orchard Walls.</p>
213/21	<p>Berkeley Homes /Howard Of Effingham No new updates on the development.</p>

WORKING GROUPS

214/21	<p>Matters relating to Effingham Village Recreation Trust (EVRT) Trustee Appointments, Conversion to CIO & other Updates.</p> <p>Councillors confirmed that they had received and considered the KGV Funding Agreement 2019-23 Annual Monitoring Report for 2020-21. Having done so, councillors now had questions they would like answered by Managing Trustees. It was agreed that the clerk would collate these questions and then email them to the Trustees. It is hoped that answers to questions will be received in time for October's Parish Council meeting.</p> <p>It was agreed that there should be a meeting of the EVRT Custodian Trustees asap to discuss the recently received draft Constitution for the new EVRT CIO. The clerk was instructed to poll councillors for a convenient date w/c 11th October 2021.</p>
215/21	<p>Finance & General Purposes Working Group: (AP/KC/IS/JS/CT) No updates.</p>
216/21	<p>Parish Council Website Working Group No updates.</p>

217/21	Climate Change Working Group No updates.
218/21	Transparency Working Group: No updates.

TRANSPORT GROUP

219/21	Transport Group: Reports and recommendations from the Transport & Highways Working Group: Progress a parish council response to the SCC Surrey Transport Plan 2022-2032 Consultation. (carried forward from August's pc meeting - deadline 24.10.2021) https://surreyltp4.commonplace.is/
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COUNTRYSIDE ACCESS

220/21	Countryside Access matters: Reports from Parish Councillors and any correspondence relating to Countryside matters: None.
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SURREY COUNTY COUNCIL – COUNCILLOR CROSS

221/21	Reports & updates from SCC County Councillor Cross: None.
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FINANCIAL MATTERS

222/21	Payments: Council payments for the month of September 2021 were acknowledged. (appendix 4)
223/21	Bank reconciliation: The clerk confirmed that the latest bank reconciliations (August 2021) have been checked and signed by Cllr Thorne.
224/21	Other Financial matters: Reports or correspondence relating to other finance matters: The Parish Council agreed to provide Christmas lighting for a tree on the Shop Parade island. First years cost £1672 (includes purchase of LED golf ball lighting), subsequent years cost £1020 (quote GBC)

COMMUNITY AND ENVIRONMENT

225/21	Community Fund: No new grant applications.
226/21	Concurrent Functions Grant Aid (CFGGA) For INFORMATION: The clerk submitted two CFGGA grant applications to GBC on the 9 th of September 2021. 1) A vehicle activated sign project for road safety 2) A KGV Playing Fields facility improvement project
227/21	Other Community Matters Reports from Parish Councillors and any correspondence relating to other community or environmental matters. None.

COUNCIL ADMINISTRATIVE MATTERS

228/21	Updates: None.
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REPORTS

229/21	To RECEIVE reports on: <u>Police and community issues</u> - Appendix 2 July 2021 <u>Allotments</u> The clerk updated councillors regarding issues at the parish council's allotments that had required the attention of the parish council's solicitors. The clerk agreed to keep councillors updated but wasn't hopeful of avoiding legal action. <u>Burial Ground</u> <u>KGV Hall and Fields</u> <u>Home Farm West - Calvert and Chester Roads</u> <u>Effingham Common</u>
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	<p><u>Parish Room</u> The clerk advised councillors that there were signs of damp on walls within the parish room, which would hopefully improve when the room was regularly used & the heating turned on for winter.</p> <p><u>Shop Parade</u> For information – A planning application has been submitted by EPC for the removal of a tree near the shop parade.</p>
230/21	<p>Other Parish Matters: Reports from Parish Councillors and any correspondence relating to other parish matters: None.</p>

CORRESPONDENCE

231/21	<p>Any Other Correspondence: None.</p>
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NEXT AGENDA

232/21	<p>New items of business for the Agenda of the next meeting: None.</p>
	<p>Next meetings: Ordinary Meeting - Tuesday 26th October 2021 (8.00pm) Venue – KGV Hall & Playing Fields, The Barnes Wallis Hall, Browns Lane, Effingham. KT24 5ND.</p>
	<p>Next Planning Review Group meeting: Tuesday 19th of October 2021. (7.30pm).</p>

- 21/P/00417** **Friars Elm**, Dog Kennel Green, Ranmore Common. RH5 6SU
Certificate of lawfulness to establish whether the erection of 26 solar panels would be lawful.
Refused.
- 21/P/00436** **St. Teresas School**, Effingham Hill, Dorking. RH5 6ST
Erection of new timber pavilion adjacent to sports pitches.
Approved.
- 21/P/00534** **35 Middle Farm Place**, Effingham, Leatherhead. KT24 5LA
Single storey rear extension, and part conversion of store
- 21/P/01234** **5 Warren Farm Cottages**, Guildford Road, Effingham. KT24 5QG
Certificate of Lawfulness for existing use to establish whether No.5 has been in continuous use as a self-contained residential unit
Approved.
- 21/P/01453** **Greenacres**, High Barn Road, Effingham. KT24 5PT
Installation of an outdoor pool with adjoining sunken pool plant area and air source heat pump.
Approved.
- 21/P/01621** **Thistledown**, Orestan Lane, Effingham, Leatherhead. KT24 5SN
Replacement three bedroom dwelling.
Approved.
- 21/T/00226** **39 Middle Farm Place**, Effingham, Leatherhead. KT24 5LA
T1 Norway Maple: Prune to previous points. Reduce height
Approved.

Late received:

- 21/P/01234** **5 Warren Farm Cottages**, 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 club) for more than 4 years ago from the date of this application.
Approved.
- 21/P/01453** **Greenacres**, High Barn Road, Effingham. KT24 5PT
Installation of an outdoor pool, with adjoining sunken pool area and air source heat pump.
Approved.

APPENDIX 2

July 2021

Crime Figures

(x15)

229/21

Beech Close	Anti-social behaviour
Beech Close	Violence and sexual offences
Browns Lane	Anti-social behaviour
Crocknorth Road	Anti-social behaviour
Effingham Common Road	Other theft
Effingham Place	Violence and sexual offences
KGV Playing Fields	Violence and sexual offences (x2)
Leewood Way	Anti-social behaviour
Nr Lower Road	Other theft
Manorhouse Lane	Public order
Middle Farm Place	Public order
Mount Pleasant	Anti-social behaviour
Orchard Gardens	Violence and sexual offences
The Crossroads	Anti-social behaviour

APPENDIX 3

Planning

208/21

21/P/01758 Phoenix Cottage, Effingham Common Road, Effingham. KT24 5JG
Construction of a detached garage.

Comment:

Effingham Parish do not have an objection to the application, however, would request that if planning permission were given, that there should be a restriction to converting the garage to habitable space in the future.

21/S/00006 Land north of Ockham Lane and east of Hatch Lane.

Request for an EIA Scoping Option under Regulation 15 of the EIA Regulations in respect of the land at Upton End.

Comment:

A letter supporting the responses from Ockham & Ripley Parish Councils will be sent to GBC.

MO/2021/1472 Land south of Lower Road, Bookham, L/head. KT23 4EL
Change of use from Class F2 (education) to F2 (outdoor recreation) for the provision of public open space on land south of Lower Road, Gt Bookham, including areas of planting, a feature pond, community orchard & outdoor recreation.

Objection:

Change of use from Use Class F1 (education) to F2 (outdoor recreation) for the provision of public open space on land south of Lower Road

Effingham Parish Council OBJECT to planning application MO/2021/1472

This is part of a much larger scheme for the Howard of Effingham and c.400 new homes, to which EPC is opposed (as per its most recent consultation response to GBC). Councillors noted that there was insufficient information provided with the application for MVDC to reach an informed decision, particularly as the associated application has yet to be determined by GBC. Councillors also noted that the proposal would result in additional loss of playing field land, beyond that considered under the 2018 permission.

Councillors also draw attention to the objection submitted by Sport England (attached) which calls for further mitigation for the loss of playing field and takes issue with the applicant’s contention that “the proposed change of use to a publicly accessible community use would constitute alternative sports and recreational provision, the benefits of which clearly outweigh the loss of the current or former use”.

Councillors also noted that the proposal made no provision for ongoing maintenance and that this required serious attention and funds.

APPENDIX 4

Payments

222/21

<u>DATE</u>	<u>To</u>	<u>Description</u>	<u>£</u>	<u>Authority</u>
		STANDING ORDERS		
01.10.2021	EVRT	Capital replacement (quarterly)	0750.00	4 year agreement commencing 01.04.2019 The Local Government (Miscellaneous Provisions) Act 1976 section 19 (1) (3)
01.10.2021	EVRT	Facilities funding (quarterly)	7750.00	4 year agreement commencing 01.04.2019 The Local Government (Miscellaneous Provisions) Act 1976 section 19 (1) (3)
01.10.2021	EVRT	Management Support Funding	5500.00	The Local Government (Miscellaneous Provisions) Act 1976 section 19 (1) (3) Expires 01.07.2023
25.09.2021	advansys	Website hosting and support (monthly)	0078.00	LGA 1972 s.111
29.09.2021	HMRC	Clerk TAX/NI (Quarterly)	xxxxxx	LGA 1972 s.112
20.09.2021	The Surrey Pension Fund	Clerk / Employer Pension Payments (Monthly)	xxxxxx	LGA 1972 s.112
25.09.2021	Jon Short	Clerk Salary (Monthly)	xxxxxx	LGA 1972 s.112

		DIRECT DEBITS		
28.09.2021	The Phone Co-op	Parish room broadband & phone	00xx.xx	LGA 1972 s.111
23.09.2021	SES Business Water	PR Water - supply	0001.00	LGA 1972 s.133 <i>Payments to be taken on 22nd of the month</i>
23.09.2021	SES Business Water	Allotment Water - supply	0008.00	Small Holdings & Allotment Act 1908, ss.23, 25 & 42 <i>Payments to be taken 22nd 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>
23.09.2021	Bulb	PR Electricity	0025.00	LGA 1972 s.133 <i>Payments 23rd of month</i>

Previously agreed payments:

	To	Description	£	Authority / Notes
21.09.2021	Surrey Action for Young Carers	Donation to support GYC Family Fun Day	0,020.00	Charities Act 2011 s297 LGA 1972 s139 (1)(b)
21.09.2021	EFFRA – Vivien White	Grant to cover printing costs for Heritage Day	0,062.99	LGA 1972, s144
02.09.2021	CPRE	Membership	0,036.00	Charities Act 2011 s297 LGA 1972 s139 (1)(b)
02.09.2021	Dobbe	Parish Council Burial Ground maintenance	0,215.00	Open Spaces Act 1906, ss.9 and 10

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		0162.96	
30.08.2021	Zoom	Video conferencing	0014.39	0148.57	LGA 1972 s.111
15.09.2021	Microsoft	Office 365	0005.99	0142.58	LGA 1972 s.111
25.08.2021	HM Land Registry	Title deeds to local property	0003.00	0139.58	LGA 1972 s.111
		Balance at 22.09.2021		0139.58	

Monies received:

<u>Date</u>	<u>From</u>	<u>Description</u>	<u>£</u>	<u>Authority</u>
28.09.21	GBC	Precept / CTSG	61,665.50	