



# Effingham Parish Council



To all Councillors

Publication date: 23rd March 2022

**I HEREBY GIVE YOU NOTICE  
that an Ordinary Meeting of Effingham Parish Council will be held  
on March 29th, 2022, at 8pm, at**

**KGV Hall & Playing Fields, The Barnes Wallis Hall, Browns Lane, Effingham.  
KT24 5ND.**

**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 encouraged to use hand sanitiser and wear a face  
covering. (Both of which will be made available at the meeting room 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. ( 071/22)  
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**

<b>065/22</b>	To <b>RECEIVE</b> Apologies For Absence:
<b>066/22</b>	To <b>REVIEW</b> The Register Of Interests & Other Interests Affecting this Agenda:
<b>067/22</b>	To <b>CONFIRM</b> The Minutes of the previous meeting of <b>February 22<sup>nd</sup></b> (Ordinary Meeting of the Parish Council).
<b>068/22</b>	To <b>CONSIDER</b> any matters arising from the Minutes not otherwise on the Agenda, along with noting decisions made between parish council meetings:

<p><b>Insurance</b></p> <p><b>21/P/00428</b></p>	<p>To <b>RATIFY</b> decisions made between meetings:</p> <p>Due to time constraints, councillors considered 3 quotations for the renewal of Parish Council insurance and agreed to a 3 year long term undertaking (£786.65 p/a) from Aviva through specialist parish council brokers BHIB. <b>(clerk notes)</b></p> <p><b>Howard of Effingham</b>, Lower Road, Effingham. KT24 5JR Reserved matters application pursuant to outline permission 14/P/02109 approved on 21/03/2018, to consider appearance, landscaping, layout &amp; scale in respect of the erection of 99 dwellings. Due to time constraints, councillors agreed an objection to the amendments made by the applicant, by email exchange. <b>(clerk notes)</b></p>
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**GOVERNANCE**

<p><b>069/22</b></p>	<p><b>Items relating to governance:</b></p> <p>For <b>INFORMATION</b>: The clerk recently carried out a physical risk assessment for parish property &amp; assets, and would like to make the following recommendations: A meeting should be arranged with Darren Burgess (GBC’s Building Surveyor / Asset Management) &amp; Andy Burrows (ABG Contractors Ltd) – to discuss the various findings of the report by Energy Specifics.</p> <p><u>Items for discussion:</u> Parish Room – roof leaking, inadequate loft insulation, lack of loft ventilation, lack of trickle vents for windows and cosmetic cement / rendering. Another item of concern are the door thresholds which may need attention. (see 093/22) <b>(clerk notes)</b></p>
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**THE FUTURE OF EVRT**

<p><b>070/22</b></p>	<p><b><u>The Future of EVRT</u></b></p> <p><u>Future Governance of EVRT</u></p>
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## MATTERS RAISED

<b>071/22</b>	<p style="text-align: center;"><b>MATTERS raised by Effingham organisations and residents</b> (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

<b>072/22</b>	<p>To <b>RECEIVE</b> reports from the Planning Review Group &amp; BH Planning Research Group. To <b>CONSIDER</b> responses to Guildford Borough Council on planning applications, as of Tuesday 22.03.2022</p>
<b>21/P/02609</b> (15 <sup>th</sup> Mar)	<p><b>Hooke Farm</b>, Effingham Common, Effingham. KT24 5JE Erection of 5no. dwellings following demolition of existing non-agricultural buildings.</p>
<b>22/P/00138</b> (15 <sup>th</sup> Mar)	<p><b>Meadview</b>, Mount Pleasant, Effingham. KT24 5NS Proposed conversion of a detached dwelling into a pair of semi-detached dwellings.</p>
<b>22/P/00250</b> (28 <sup>th</sup> Mar)	<p><b>Byway Cottage</b>, Heath View, East Horsley. KT24 5ED Two-storey rear extension with pitched roofs and new dormer to the rear. Replacement windows throughout the existing house with insulated timber frame windows together with new photovoltaic panels to the new rear extension roofs.</p>
<b>22/P/00303</b> (30 <sup>th</sup> Mar)	<p><b>Hartfield</b>, Orestan Lane, Effingham. KT24 5SL Erection of chicken run. (retrospective)</p>
<b>22/P/00327</b> (8 <sup>th</sup> Apr)	<p><b>The Old Police House</b>, Orestan Lane, Effingham. KT24 5SW Single storey rear extension to a detached dwelling house.</p>
	<p>To <b>CONSIDER</b> new planning application documents, including the Lodge Farm Viability Summary (for the below applications):</p>
<b>21/P/01306</b> (22 <sup>nd</sup> Mar)	<p><b>Land at Effingham Lodge Farm</b>, Lower Rd, Effingham KT24 5JP Hybrid planning application for outline planning permission .....</p>
<b>21/P/01283</b> (22 <sup>nd</sup> Mar)	<p><b>Howard of Effingham School</b>, Lower Road, Effingham. Variation of condition 1 (approved plans) of planning application 14/P/02109 .....</p>

<b>073/22</b>	<b>Previous planning applications:</b> To <b>RECEIVE</b> notification of results set out in <b><u>Appendix 1</u></b>
<b>074/22</b>	To <b>CONSIDER</b> responses to Guildford Borough Council on any late received planning applications: <b>(clerk notes/late items)</b>
<b>075/22</b>	<b>Other Planning Matters:</b>  <b>Enforcement cases:</b> (Feb 2022) Enforcement cases closed 0 Current enforcement cases 18 of which 12 are classified low priority & 6 are classified medium priority The oldest case is dated 28.11.2012 the latest 14.02.2022 <b>(clerk notes)</b>

### GENERAL PLANNING MATTERS

<b>076/22</b>	<b>Neighbourhood / Local Plans</b> To <b>RECEIVE</b> reports on the Neighbourhood & Local Plans:
<b>077/22</b>	<b>Berkeley Homes /Howard Of Effingham</b> To <b>RECEIVE</b> and <b>CONSIDER</b> any updates on the development:

### WORKING GROUPS

<b>078/22</b>	<b>Matters relating to Effingham Village Recreation Trust (EVRT)</b> Trustee Appointments, Conversion to CIO & other Updates.
<b>079/22</b>	<b>Finance &amp; General Purposes Working Group (F&amp;GP):</b> <b>(AP/KC/IS/JS/CT)</b> To <b>RECEIVE</b> and <b>CONSIDER</b> any reports and recommendations from the Finance & General Purposes Working Group:  The F&GP meet recently and would like to make the following recommendations to council:  <b>Insurance</b> The working group considered 3 quotations for the renewal of Parish Council insurance and agreed to recommend a 3 year long term undertaking (£786.65 p/a) from Aviva through specialist brokers BHIB. <b>(see 068/22)</b>  <b>Burial gnd</b> The working group considered the current burial ground fees and recommend no increase at this time. (to be reviewed annually)  <b>Allotment</b> The working group considered the current allotment plot fees and recommend no increase at this time. (to be reviewed annually)

<b>VAT</b>	The working discussed if there might be VAT advantages for the EVRT Charity, if the parish council takes on the role of Sole Trustee. The clerk suggested this should be investigated after the EVRT charity had finalised any structural changes.
<b>Debit card</b>	The working group discussed the parish council's current pre-charge debit card provider withdrawing from the sector. The clerk has compared options and recommends the parish council replaces the existing "U" account with the "Tesco" equivalent. (Clubcard Pay+) The working group recommend this approach.
<b>Ukraine</b>	The working group agreed to recommend the posting of a Ukraine support message on the parish council website. Cllr <b>Symes</b> agreed to draft a post.
<b>080/22</b>	<b>Parish Council Website Working Group</b> To <b>RECEIVE</b> updates:
<b>081/22</b>	<b>Climate Change Working Group</b> To <b>RECEIVE</b> updates:  To <b>RECEIVE</b> an update on the Parish Council's carbon footprint by Cllr <b>Muscat</b> (chair of CCWG)
<b>082/22</b>	<b>Transparency Working Group:</b> To <b>RECEIVE</b> updates:

#### **TRANSPORT GROUP**

<b>083/22</b>	<b>Transport Group:</b> To <b>RECEIVE</b> and <b>CONSIDER</b> reports and recommendations from the Transport & Highways Working Group.  To <b>RECEIVE</b> updates on the road table project for Effingham Common Road and Lower Road.
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#### **COUNTRYSIDE ACCESS**

<b>084/22</b>	<b>Countryside Access matters:</b> To <b>RECEIVE</b> and <b>CONSIDER</b> any reports from Parish Councillors and any correspondence relating to Countryside matters:
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#### **SURREY COUNTY COUNCIL – COUNCILLOR CROSS**

<b>085/22</b>	To <b>RECEIVE</b> reports & updates from SCC County Councillor <b>Cross</b>
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## FINANCIAL MATTERS

<b>086/22</b>	To <b>ACKNOWLEDGE</b> council payments for the month of March 2022 <b>(clerk notes/late items)</b>
<b>087/22</b>	<b>Bank reconciliation:</b> To <b>CONFIRM</b> that the latest bank reconciliations (Jan/Feb 2022) have been checked and signed by Cllr <b>Thorne</b> .
<b>088/22</b>	<b>Other Financial matters:</b> To <b>RECEIVE and CONSIDER</b> any reports or correspondence relating to other finance matters:

## COMMUNITY AND ENVIRONMENT

<b>089/22</b>	<p><b>Community Fund:</b> To <b>RECEIVE</b> grant requests, if any:</p> <p>To <b>CONSIDER</b> the grant application from Effingham Cricket Club towards the refurbishment of twin net practice facilities at the Calburn Cricket Field. <b>(£3,000)</b> <b>(clerk notes)</b></p> <p>To <b>CONSIDER</b> the grant application from Kent Surrey &amp; Sussex Air Ambulance for <b>£300</b> towards operating costs. <b>(clerk notes)</b></p> <p>For <b>INFORMATION</b> – current balance of the Community Fund. <b>(clerks notes)</b></p>
<b>090/22</b>	<p><b>Concurrent Functions Grant Aid (CFGA)</b></p> <p>The 2 new noticeboards have now been fitted at the shop parade and are already in use.</p>
<b>091/22</b>	<p><b>Other Community Matters</b> To <b>RECEIVE and CONSIDER</b> any reports from Parish Councillors and any correspondence relating to other community or environmental matters</p>

## COUNCIL ADMINISTRATIVE MATTERS

<b>092/22</b>	To <b>RECEIVE</b> updates, if any:
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## REPORTS

<p><b>093/22</b></p>	<p>To <b>RECEIVE</b> reports on:</p> <p><b><u>Police and community issues</u></b> - Appendix 2 February 2022</p> <p><b><u>Allotments</u></b></p> <p><b><u>Burial Ground</u></b></p> <p><b><u>KGV Hall and Fields</u></b></p> <p><b><u>Home Farm West - Calvert and Chester Roads</u></b></p> <p><b><u>Effingham Common</u></b></p> <p><b><u>Parish Room</u></b></p> <p>To <b>CONSIDER</b> the recently received Energy Specifics report, regarding the parish room. <b>(clerk notes)</b></p> <p>To <b>CONSIDER</b> the old iron gate &amp; fence from St.Lawrence Sch. <b>(clerk notes)</b></p> <p><b><u>Shop Parade</u></b></p>
<p><b>094/22</b></p>	<p><b>Other Parish Matters:</b> To <b>RECEIVE</b> and <b>CONSIDER</b> any reports from Parish Councillors and any correspondence relating to other parish matters</p>

## CORRESPONDENCE

<p><b>095/22</b></p>	<p><b>Any Other Correspondence:</b> To <b>RECEIVE</b> and <b>CONSIDER</b> any other correspondence</p> <p>To <b>CONSIDER</b> the letter received from a local resident regarding the hosting of Ukrainian families in Effingham.</p> <p>To <b>CONSIDER</b> a parish council response to the National Association of Local Councils (NALC) request for feedback on which issues smaller councils would like to see addressed by the association. <b>(clerk notes)</b></p>
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## NEXT AGENDA

<p><b>096/22</b></p>	<p>To <b>NOTE</b> new items of business for the Agenda of the next meeting</p>
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	<p><b>Next meetings:</b> (8.00 pm start unless otherwise stated)</p> <p>Annual Meeting for the Parish of Effingham –Tuesday <b>12<sup>th</sup> April 2022</b>  Ordinary Meeting - Tuesday <b>26<sup>th</sup> April 2022</b>  Annual Meeting of the Parish Council – Tuesday <b>31<sup>st</sup> May 2022</b></p> <p>Venue – KGV Hall &amp; Playing Fields, The Barnes Wallis Hall, Browns Lane, Effingham. KT24 5ND.</p>
	<p>Next Planning Review Group meeting:  Tuesday 22nd of March 2022. (7.30pm).</p>

**APPENDIX 1**

**Planning Results**

**073/22**

- 20/P/01128**    **Sir Douglas Haig**, The Street, Effingham. KT24 5LU  
Erection of 4 houses, 2 x 3 bed and 2 x 2 bed, with garage and office building, following demolition of coach house. Refurbishment of public house.....  
**APPROVED**
- 21/P/01665**    **Tap Farm**, Orestan Lane, Effingham. KT24 5SJ  
Certificate of Lawfulness for existing use to establish whether the use of the stable as a single dwelling house began more than 4 years ....  
**REFUSED**
- 21/P/01860**    **39 Orchard Gardens**, Effingham, Leatherhead. KT24 5NR  
Single storey front extension together with replacement timber cladding.  
**APPROVED**
- 21/P/02002**    **Little Vineries**, Lower Road, Effingham. KT24 5JP  
Remodelling of existing chalet bungalow in to new two storey house following demolition of existing garage. (amended plans 14.01.2022)  
**APPROVED**
- 21/P/02371**    **38 Norwood Road**, Effingham, Surrey. KT24 5PX  
Certificate of Lawfulness for a proposed development to establish whether a single storey rear extension would be lawful.  
**APPROVED**
- 21/P/02577**    **Harken**, Orestan Lane, Effingham. KT24 5SN  
Proposed part conversion of garage to habitable accommodation, addition window to side elevation, new flank wall/door and roof .....



- 21/P/02610 Ridge Cottage, High Barn Road, Effingham. KT24 5PX**  
Erection of a single storey rear sunroom extension following demolition of existing conservatory.  
**APPROVED**
- 22/P/00059 The Royal British Legion, Lower Road, Effingham. KT24 5JP**  
Variation of condition 2 (approved drawings) of planning permission 21/P/01852 approved on 01/11/2021, to change the type of fencing along the site's boundaries  
**REFUSED**
- 22/P/00163 11 Norwood Close, Effingham, Leatherhead. KT24 5NY**  
Replacement of single storey rear extension.  
**APPROVED**
- 22/T/00023 The Cottage, The Street, Effingham. KT24 5LQ**  
T1 and T2 (Yew trees) – raise crown by removing branches below 2m .  
**APPROVED**

**APPENDIX 2**

**Crime figures (x15)**

**093/22**

**January 2022**

Chester Road	Violence and sexual offences (x2)
Chester Road	Criminal damage and arson
Crocknorth Road	Criminal damage and arson
Effingham Common	Violence and sexual offences
Strathcona Avenue	Public order (x2)
Links Way	Criminal damage and arson (x2)
Norwood Road	Anti-social behaviour
Off Lower Road	Violence and sexual offences
Orestan Lane	Violence and sexual offences (x2)
Orchard Close	Vehicle crime (x2)