

MINUTES OF THE ORDINARY MEETING OF

Effingham Parish Council

Tuesday 22nd February 2022, 8pm, The Barnes Wallis Hall.

Statement by Cllr Symes (Chair):

*“Those attending will be encouraged to use hand sanitiser and wear a face covering, both of which are available at the meeting room door.
Please respect other attendees’ personal space by socially distancing.”*

Present:

Councillors: **Cornwell, Hackett, Hogger, Moss, Muscat, Palmer, Pindar** (Vice chair), **Roscoe, Symes** (Chairman), **Thorne**.

Also in attendance:

Parish Clerk &

3 representatives from Effingham Golf Club

4 local residents

BUSINESS DONE

033/22	Apologies For Absence: Apologies were received from Surrey County Councillor Cross .
034/22	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 Thorne & Moss declared an interest as a parish council-nominated trustee of the Effingham Village Recreation Trust charity, which provides a village hall and public recreation facilities for the residents of Effingham. Cllr Thorne declared an interest in planning application 22/T/00023 (The Cottage, The Street)

035/22	<p>Minutes: The Minutes of the previous meeting of - January 25th 2022 (Ordinary Meeting of the Parish Council) were considered, approved & then signed by Cllr Symes (Chair)</p>
036/22	<p>Matters arising from the Minutes not otherwise on the Agenda, along with noting decisions made between parish council meetings: Cllr Symes gave thanks to Vivien White, Harry Clarke and others for their prompt actions completing a response to the Area of Outstanding Natural Beauty (AONB), Surrey Hills boundary review.</p>

GOVERNANCE

037/22	<p>Items relating to governance: None.</p>
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THE FUTURE OF EVRT

038/22	<p><u>The Future of EVRT</u></p> <p><u>Future Governance of EVRT</u></p> <p>The EPC/EVRT Liaison Group met on 1st February to discuss the ‘Review of Governance Options’ prepared in January by the EVRT Board of Managing Trustees. After thorough discussion, the Group made the following recommendations for consideration at the next meeting of the EVRT Board and at the meeting of EPC on 22 February:</p> <ol style="list-style-type: none"> 1. Serious consideration should be given to the administrative and financial arrangements involved if the EVRT governance model is changed to make EPC the sole trustee. 2. Appropriate legal and other advice should be taken on the proposed arrangements, and if necessary funding should be made available by EPC and/or EVRT for taking advice from independent solicitors. (It is noted that EPC agreed funding of up to £2000 to pay for independent legal advice on CIO conversion, and this funding could now be repurposed.) 3. Both EVRT and EPC should endeavour to make a final decision on the EVRT governance model by the end of March, noting that a change to the sole trustee model would require the formal agreement of both the EVRT Board and EPC. <p>The Group suggested that the co-chairs Cllr Moss as EVRT trustee and Cllr Hogger as EPC councillor will work together to draft possible changes to the charity scheme and to the EPC standing orders, and draft a document setting out the legal advice needed. This</p>
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has been done, and a document 'Arrangements for EPC as sole trustee' has been circulated to the Group for discussion.

At the EPC meeting of October 26th (Minute 238/21), it was agreed that a maximum of £2000 could be taken from the Parish Council's Legal & Planning Contingency Fund to be used to fund legal advice on the proposed draft Constitution for EVRT to become a CIO. Since this funding is no longer needed for that, it could be re-purposed to fund advice on the sole trustee governance model if needed.

The Parish Council considered and agreed upon the following motion, that was proposed by Cllr **Hogger** & seconded by Cllr **Roscoe** (9 votes in favour & 1 abstention):

- a) That the Council agrees in principle to become the sole trustee of EVRT if the EVRT Board so request, subject to satisfactory administrative and financial arrangements being feasible.
- b) That the Council agrees to take advice on these arrangements from the Charity Commission (in conjunction with the EVRT Board) and from an independent solicitor, and that if necessary, this advice can be funded by a maximum of £2000 to be taken from the Parish Council's Legal & Planning Contingency Fund.
- c) That the Chairman Cllr **Symes**, Vice-Chairman Cllr **Pindar**, and Cllrs **Hogger** and **Moss** as co-chairs of the liaison group, are authorised to take such advice as considered necessary, including instructing a solicitor, on the basis of the Arrangements document to be agreed by the Liaison Group.
- d) ~~That a final report on becoming the sole trustee of EVRT is brought back to the Council for decision on 29 March.~~

All councillors voted in favour of the following replacement for part d:

That a full report on the administrative principal & financial arrangements for Effingham Parish Council (EPC) to become the sole trustee for Effingham Village Recreation Trust (EVRT) be produced after receipt of advice and published & publicised for comment on the report & any comments received should come back to the council at the earliest opportunity for discussion & agreement.

A letter has been received from The Board of Managing Trustees for the Effingham Village Recreation Trust (EVRT) making a formal request to Effingham Parish Council that it become Sole Trustee. **(appendix 5)**

MATTERS RAISED

<p>039/22</p>	<p>MATTERS raised by Effingham organisations and residents: Vivien White (Chairman of Effingham Residents Association) asked for parish council support for a letter sent to Guildford Borough Council planning officers, regarding Berkeley Homes planning applications 21/P/01283 & 21/P/01306. The letter sent questioned the financial viability figures provided for the Berkeley Homes project in Effingham. All councillors were in support of a parish council response to GBC Planning Officers that would support the letter sent by the Residents Association. Cllr Roscoe agreed to draft the response for councillors to agree before being sent by the clerk.</p>
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PLANNING APPLICATIONS

<p>040/22</p>	<p>The reports from the Planning Review Group & BH Planning Research Group were received.</p> <p><u>The following application responses were agreed:</u></p>
<p>21/P/02644 (18th Feb)</p>	<p>Effingham Golf Club, Guildford Road, Effingham. KT24 5PY Alterations comprising remodelling of existing putting green and surrounding area to create an improved practice facility, the creation of a run-off area from the 18th green, the provision of two new putting greens and associated soft and hard landscaping. Comment (appendix 3)</p>
<p>21/P/02697 (17th Feb)</p>	<p>Land south of Willesley Park and to the west of Hillmore, Outdowns, Effingham. KT24 5QP Part existing, part proposed application for the erection of a stable building and retention of existing hand standing, access and turning circle. No comment</p>
<p>22/P/00059 (22nd Feb)</p>	<p>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 Objection (appendix 3)</p>
<p>22/P/00093 (24th Feb)</p>	<p>Ridge Cottage, High Barn Road, Effingham. KT24 5PX Proposed single storey detached outbuilding for use as home gym/storage Comment (appendix 3)</p>

<p>22/P/00149 (1st March)</p>	<p>13 The Grove, Effingham. KT24 5AF Proposed single storey rear extension with glazed roof-lights and shared party wall with Nr 14 The Grove Comment (appendix 3)</p>
<p>22/P/00147 (1st March)</p>	<p>14 The Grove, Effingham. KT24 5AF Proposed single storey rear extension with glazed roof-lights and shared party wall with Nr 13 The Grove Comment (appendix 3)</p>
<p>22/P/00163 (3rd March)</p>	<p>11 Norwood Close, Effingham, Leatherhead. KT24 5NY Replacement of single storey rear extension. No comment</p>
<p>22/T/00023 (8th March)</p>	<p>The Cottage, The Street, Effingham. KT24 5LQ T1 & T2 (Yew Trees) - raise crown by removing branches below 2m (ECA) No comment</p>
<p>041/22</p>	<p>Previous planning applications: Notification of results are set out in <u>Appendix 1</u></p>
<p>042/22</p>	<p>Responses to Guildford Borough Council on any late received planning applications: None.</p>
<p>043/22</p>	<p>Other Planning Matters: (for information)</p>
<p>21/P/01758</p>	<p>Appeal: APP/Y3615/D/21/3288758 Phoenix Cottage, Effingham Common Road, Effingham. KT24 5JG Construction of a detached garage. An appeal has been made to the Secretary of State against the Council's decision for the proposed development described above. Enforcement cases: (Jan 2022) Enforcement cases closed 0 Current enforcement cases 17 of which 11 are classified low priority & 6 are classified medium priority The oldest case is dated 28.11.2012 the newest 07.01.2022</p>

GENERAL PLANNING MATTERS

<p>044/22</p>	<p>Neighbourhood / Local Plans Reports & updates on the Neighbourhood & Local Plans:</p> <p>A local resident and landowner has contacted the parish council regarding housing needs / mix with the parish.</p> <p>It was agreed that the clerk would reply suggesting that Guildford Borough Council should be approached as they hold the information about the local need for “affordable” housing in Effingham.</p>
<p>045/22</p>	<p>Berkeley Homes /Howard Of Effingham Updates on the development:</p> <p>Cllr Symes agreed to represent the parish council at the forthcoming Planning Committee meeting, when planning application 21/P/00428 will be considered. Vivien White (Chair EFFRA) confirmed she would also be speaking against the proposal.</p> <p><u>Details:</u> Location: Howard Of Effingham School, Lower Road, Effingham, Leatherhead, KT24 5JR Proposal:</p> <p>Reserved matters application pursuant to outline permission 14/P/02109 approved on 21/03/2018, to consider appearance, landscaping, layout and scale in respect of the erection of 99 dwellings</p>

WORKING GROUPS

<p>046/22</p>	<p>Matters relating to Effingham Village Recreation Trust (EVRT) Trustee Appointments, Conversion to CIO & other Updates. None.</p>
<p>047/22</p>	<p>Finance & General Purposes Working Group: (AP/KC/IS/JS/CT) Reports and recommendations from the Finance & General Purposes Working Group:</p> <p>The clerk confirmed that the working group would meet during March to discuss the following:</p> <p>Insurance renewal options Current Burial Fees & Allotment fee rates Approach to parish council risk Pre-charge debit cards & VAT</p>

048/22	<p>Parish Council Website Working Group Updates: None.</p>
049/22	<p>Climate Change Working Group Updates:</p> <p>Cllr Pindar gave an update regarding a recently attended Guildford Environmental Forum’s event “A Route Map to Net Zero” hosted by ZERO’s Green Home Zone. (26.01.2022)</p> <p>Cllr Muscat (Chair of Climate Change WG) gave an update on the Carbon Footprint of Effingham Parish Council. He confirmed that the parish council had already taken steps to reduce their footprint by conversion to led lighting in the parish room, along with using a Green Electricity provider & instructing a local company to carry out an energy efficiency survey of the property. There were further discussions on how the parish council might become carbon neutral in future years. (tree planting, off-set schemes etc)</p>
050/22	<p>Transparency Working Group: Updates: None.</p>

TRANSPORT GROUP

051/22	<p>Transport Group: Reports and recommendations from the Transport & Highways Working Group:</p> <p>Councillors discussed the Road Table project for Effingham Common Road and Lower Road. It was considered very disappointing that the 2018 project hadn't yet been completed within the expected time frame and this would be challenged at the forthcoming Joint Committee meeting on the 16th of March.</p> <p>Cllr Moss suggested that a 20mph speed limit near to schools should be quite easy to have agreed.</p>
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COUNTRYSIDE ACCESS

052/22	<p>Countryside Access matters: Reports from Parish Councillors and any correspondence relating to Countryside matters: None.</p>
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SURREY COUNTY COUNCIL – COUNCILLOR CROSS

053/22	Reports & updates from SCC County Councillor Cross: None.
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FINANCIAL MATTERS

054/22	Council Payments: Payments for the month of February 2022 were acknowledged. (see appendix 4)
055/22	Bank reconciliation: The latest bank reconciliations (January 2022) will be provided to Cllr Thorne at the earliest opportunity for checking and signing.
056/22	Other Financial matters: Reports or correspondence relating to other finance matters: None.

COMMUNITY AND ENVIRONMENT

057/22	Community Fund: Grant requests: Effingham Village Recreation Trust (EVRT) have submitted a draft grant application in support of the Queen’s Platinum Jubilee celebrations being planned for the parish. (bank holiday weekend Thursday 2 nd June to Sunday 5 th June 2022) Councillors agreed to provide funding in support of the event. (up to £4,100) Cllr Symes thanked Paula Moss (EVRT Trustee) for all her had work on the project to date.
058/22	Concurrent Functions Grant Aid (CFGGA) <u>For information:</u> Two of the three new noticeboards have now been received and are awaiting fitting quotations.
059/22	Other Community Matters Reports from Parish Councillors and any correspondence relating to other community or environmental matters: None.

COUNCIL ADMINISTRATIVE MATTERS

060/22	Updates: None.
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REPORTS

061/22	<p>To RECEIVE reports on:</p> <p><u>Police and community issues</u> - Appendix 2 November 2021</p> <p><u>Allotments</u></p> <p>For information - a boundary issue with a local resident is hoped to have been resolved, without the commencement of legal action.</p> <p><u>Correspondence from plot holder:</u> A plot holder has asked if the parish council might consider:</p> <ol style="list-style-type: none">1) Greening the allotments (grass cutting/bug hotel/pond): Councillors voted in favour of the proposals. Cllr Pindar & the Clerk to take forward.2) Permitting the use of greenhouse on plots: Councillors voted against permitting green houses on the allotments at this time. <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> <p><u>Effingham Common</u></p> <p><u>Parish Room</u></p> <p><u>For information:</u> Energy Specific have recently undertaken an energy efficiently review of the parish room, and their report is expected soon.</p> <p><u>Shop Parade</u></p>
062/22	<p>Other Parish Matters: Reports from Parish Councillors and any correspondence relating to other parish matters: None.</p>

CORRESPONDENCE

063/22	Any Other Correspondence: A local resident has suggested the parish council might consider replacing the memorial tree in Barnes Wallis Close. Parish Councillors agreed that the site of the now fallen tree wasn't ideal, and that it may be desirable to find an alternative location for a new memorial tree.
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NEXT AGENDA

064/22	New items of business for the Agenda of the next meeting: None.
	Next meetings: Ordinary Meeting - Tuesday 29th March 2022 (8.00pm) Venue – KGV Hall & Playing Fields, The Barnes Wallis Hall, Browns Lane, Effingham. KT24 5ND.
	Next Planning Review Group meeting: Tuesday 22nd of March 2022. (7.30pm).

APPENDIX 1

Planning Results

041/22

- 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 (a4 ? now Sui Generis) and existing short term accommodation (C1). [Amended plans and amended description 12 May 2021
Approved.
- 21/P/01665** **Tap Farm**, Orestan Lane, Effingham, Leatherhead, KT24 5SJ
Certificate of Lawfulness for existing use to establish whether the use of the stable as a single dwelling house began more than four years before the date of this application since July 2015.
Refused.
- 21/P/01706** **Greenfields Farm**, Orestan Lane, Effingham. KT24 5SJ
Proposed front porch, two front bay windows, conversion of garage to habitable accommodation, single- and two-storey rear extension
Approved.
- 21/P/02281** **The Royal British Legion Club**, Lower Road, Effingham. KT24 5JP
Advertisement consent for 2 externally illuminated fascia signs.
Approved.

- 21/P/02285** **31 Orchard Gardens**, Effingham. KT24 5NR
Single storey and first floor front extensions, hipped roof to single
Storey front elevation, single storey rear extension, single
Approved.
- 21/P/02322** **Elaia**, Lower Farm Road, Effingham. KT24 5JJ
Erection of a dwelling house following demolition of existing detached
house & integral garage.
Approved.
- 21/P/02324** **Land adjacent to Tollgate Lodge**, Guildford Road, Eff. KT24 5QL
Outline application to consider mean of access for the erection of a
detached three-bedroom dwelling.
Refused.
- 21/P/02451** **6 Woodlands Road**, Bookham, Leatherhead. KT23 4HF
Proposed timber carport
Refused.
- 21/P/02485** **High Barn Bungalow**, High Barn Road, Effingham. KT24 5PS
Erection of stable block with integral haybarn and tractor store
following demolition of existing stable block, haybarn & storage.
Approved.
- 21/P/02577** **Harken**, Orestan Lane, Effingham, Leatherhead, KT24 5SN
Proposed part conversion of garage to habitable accommodation,
additional window to side elevation, new flank wall/door and roof to
rear conservatory.
Approved.

APPENDIX 2

December 2021

Crime figures (x6)

061/22

Barnes Wallis Close	Violence and sexual offences
Chester Road	Violence and sexual offences (x2)
Chester Road	Criminal damage and arson
Orchard Close	Violence and sexual offences
Salmons Road	Criminal damage and arson

APPENDIX 3

PLANNING APPLICATIONS

040/22	<p>The reports from the Planning Review Group & BH Planning Research Group were received.</p> <p><u>The following application responses were agreed:</u></p>
21/P/02644	<p>Effingham Golf Club, Guildford Road, Effingham. KT24 5PY Alterations comprising remodelling of existing putting green and surrounding area to create an improved practice facility, the creation of a run-off area from the 18th green, the provision of two new putting greens and associated soft and hard landscaping.</p> <p><u>Condition request:</u> Effingham Parish Council request that should the application be successful, then the golf club should be required to:</p> <ol style="list-style-type: none">1. Not expand the car parking capacity2. Provide additional green fencing / screens to area “G” (short game area and practice area parking) – for the benefit of neighbouring properties3. Undertake planting to offset the lost area of flower meadow that will occur as part of the development works <p style="text-align: center;">*****</p>
22P/00059	<p>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</p> <p><u>Objection:</u> The applicant wants to vary condition two of the permission and replace the permitted metal palisade fence with an “economical general-purpose boundary security mesh fencing system” that is quick and easy to install, according to the application documents.</p> <p>The applicant has already erected the fence at the SEN educational facility (see attached photos) and maintains that it is necessary for “pupil safety”.</p> <p>The site sits within the conservation area and the proposed mesh fence runs counter to provisions in the Effingham Neighbourhood Plan (ENP) under which the boundary fence should be designed to minimise the effect on the existing landscape character and utilise materials which respect the character of the locality (see ENP-G2: Landscape, Heritage, Character, and Design). The proposed mesh is</p>

	<p>not “softer in appearance” as the applicant claims and planters to the front will do little to improve visual amenity.</p> <p>As such, it fails to respect the character and the setting of the area (see the village design statement, a supplementary document to the neighbourhood plan) and represents an unacceptable design in the Conservation Area.</p> <p>Furthermore, we note that palisade fencing offers dependability and a high level of security and is therefore capable of meeting the facility’s requirements for pupil safety and site security.</p> <p>Effingham Parish Council objects to this variation of condition 2.</p> <p style="text-align: center;">*****</p>
<p>22/P/00093</p>	<p>Ridge Cottage, High Barn Road, Effingham. KT24 5PX Proposed single storey detached outbuilding for use as home gym / storage</p> <p><u>Comment</u> The PRG requested that a question be asked to GBC Planners: Does the proposed building constitute an inappropriate development in the Green Belt? No very special circumstances have been demonstrated which would outweigh the inherent harm to the Green Belt. The development therefore apparently fails to accord with Chapter 13 of the National Planning Policy Framework, and Effingham Neighbourhood Plan policies G1 and G2.</p>
<p>22/P/00149</p>	<p>13 The Grove, Effingham. KT24 5AF Proposed single storey rear extension with glazed roof-lights and shared party wall with Nr 14 The Grove</p> <p><u>Comment</u> The glazed roof lights should be shielded as per Effingham Neighbourhood Plan policy ENP-ENV4. The rear of these houses backs on to fields and countryside.</p> <p style="text-align: center;">*****</p>
<p>22/P/00147</p>	<p>14 The Grove, Effingham. KT24 5AF Proposed single storey rear extension with glazed roof-lights and shared party wall with Nr 13 The Grove</p> <p><u>Comment</u> The glazed roof lights should be shielded as per Effingham Neighbourhood Plan policy ENP-ENV4. The rear of these houses backs on to fields and countryside.</p>

APPENDIX 4**Payments****054/22****Standing Orders & Direct Debits Currently In Force**
(approved May 4th, 2021, 112/21 & 113/21)

<u>DATE</u>	<u>To</u>	<u>Description</u>	<u>£</u>	<u>Authority</u>
		STANDING ORDERS		
01.04.2022	EVRT	Capital replacement (quarterly)	0750.00	4 year agreement commencing 01.04.2019 The Local Government (Miscellaneous Provisions) Act 1976 section 19 (1) (3)
01.04.2022	EVRT	Facilities funding (quarterly)	7750.00	4 year agreement commencing 01.04.2019 The Local Government (Miscellaneous Provisions) Act 1976 section 19 (1) (3)
01.04.2022	EVRT	Management Support Funding	5500.00	The Local Government (Miscellaneous Provisions) Act 1976 section 19 (1) (3) Expires 01.07.2023
25.02.2022	advansys	Website hosting and support (monthly)	0078.00	LGA 1972 s.111
29.03.2022	HMRC	Clerk TAX/NI (Quarterly)	xxxxxx	LGA 1972 s.112
20.02.2022	The Surrey Pension Fund	Clerk / Employer Pension Payments (Monthly)	xxxxxx	LGA 1972 s.112
25.02.2022	Jon Short	Clerk Salary (Monthly)	xxxxxx	LGA 1972 s.112
		DIRECT DEBITS		
28.02.2021	The Phone Co-op	Parish room broadband & phone	0043.80	LGA 1972 s.111
23.02.2022	SES Business Water	PR Water - supply	0001.00	LGA 1972 s.133 <i>Payments to be taken on 22nd of the month</i>
23.02.2022	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>
07.12.2022	Information Commissioners Office	Data protection registration	0035.00	LGA 1972 s.111 <i>Payments to be taken annually on the 8th December</i>
23.02.2022	Bulb	PR Electricity From March 22 increased to £125 per month.	0075.00	LGA 1972 s.133 Payments 23 rd of month

Previously agreed payments:

	To	Description	£	Authority / Notes
26.01.2022	Energy Specifics	Parish Room survey	0189.00	LGA (misc provisions) Act 1976, s.19
tbc	Surrey Hills Society	Membership	0025.00	Charities Act 2011 s.297 LGA 1972 s.139(1) (b)

Purchases using pre-charged debit-card:

Date	To	Description	£	Balance	Authority
		Balance brought forward 30.01.2022		0025.91	
15.02.22	Microsoft	Office 365	0005.99	0019.92	LGA 1972 s.111
30.02.22	Zoom	Video Conf	0014.39	0005.53	LGA 1972 s.111
		Balance at 30.02.2022		0005.53	

Monies received:

Date	From	Description	£	Authority
21.01.22	Allotment holder	Allotment fee	0050.00	
tbc	L.Hawkins	Memorial Fee	0150.00	
		Total		0200.00

APPENDIX 5

THE FUTURE OF EVRT

038/22

038/22	<p><u>The Future of EVRT</u></p> <p><u>Future Governance of EVRT</u></p> <p>The below letter has been received from The Board of Managing Trustees for the Effingham Village Recreation Trust (EVRT) making a formal request to Effingham Parish Council that it become Sole Trustee.</p>
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17 February 2022

Dear Parish Councillors,

EFFINGHAM VILLAGE RECREATION TRUST

The Board of Managing Trustees of EVRT today held an Ordinary Meeting at which the issue of the Trust's future governance was further discussed.

At our previous Ordinary Meeting on 10 January we had minuted our conclusion that our preferred model for future governance was that of the Parish Council becoming Sole Trustee, as it had been originally when the KGV was first gifted to it in 1947.

Our conclusion was drawn from our consultations with the Charity Commission and from the research and analysis set out in the Trustees' presentation "Review of Governance Options for EVRT" to the EPC/EVRT Liaison Group meeting held online on 1 February, the Notes of which are now publicly accessible from the EPC website.

At that Liaison Group meeting it was proposed that the two co-chairs would draft possible changes to the charity scheme. They have now completed that draft, together with a detailed proposal for the future practical operation of the Trust and have circulated that to Councillors for consideration. The Trustees believe that this proposal is a viable basis for the future governance of the Trust.

We have therefore concluded today that it is appropriate now for us, as the current Managing Trustees, to make this formal request to Effingham Parish Council that it become Sole Trustee. We understand that the Council will need to be reassured that suitable administrative and financial arrangements can be put in place and we will be pleased to cooperate with you in shaping these.

Yours sincerely,

Signature redacted

Christopher John Hogger,

Hon. Chairman of EVRT, on behalf of the Trustees.