

MINUTES OF THE ORDINARY MEETING OF

Effingham Parish Council

Tuesday 29th August 2023, 8pm, The Barnes Wallis Hall.

Present:

Councillors: Cllrs **Hackett, Moss, Pindar (Vice Chair), Rehorst-Smith, Symes (Chair).**

Cllr **Constandi** joined after item 260/33.

Also in attendance:

Parish Clerk, 4 local residents.

BUSINESS DONE

256/23	Apologies For Absence: Cllrs Hogger & Roscoe. Surrey County Cllr Cross.
257/23	Review The Register Of Interests & Other Interests Affecting this Agenda: Cllr Hackett declared an interest as a director of Roundabout Facilities CIC (RFC), publisher of the Roundabout Effingham.
258/23	Minutes: The Minutes of the previous meeting of - July 25th, 2023 , were considered, approved and then signed by Cllr Symes. (Chairman)
259/23	Matters arising from the Minutes not otherwise on the Agenda, along with noting decisions made between parish council meetings: The decision made between meetings, to change the existing “Flexible Octopus” energy tariff to the “Loyal Octopus 12M Fixed” tariff, for the provision of electricity to the parish room was ratified.

GOVERNANCE

260/23	Items relating to governance:
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	<p>SELECT & ELECT a new member to the parish council:</p> <p>Local resident Steve Constandi was interviewed for one of the vacant councillor positions, this followed an earlier in the week interview by Cllr Symes (Chair) & the Parish Clerk.</p> <p>After the interview had taken place Cllr Symes (Chair) proposed and Cllr Pindar seconded the appointment. All councillors voted in favour of appointing Steve Constandi to the role.</p>
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261/23	<p>MATTERS raised by Effingham organisations and residents.</p> <p>Vivien White (Chair of Effingham Residents Assoc) spoke regarding the Heritage Open Day, on Saturday the 9th of September. The following properties are due to be open: Effingham Golf Club, Methodist Chapel, St.Lawrence Church, Our Lady of Sorrows Catholic Church, All Saints Church, Manor House School & Manor Farm Tithe Barn. There will also be an exhibition at Manor Farm Tithe Barn about Sir Barnes Wallis to mark the 80th anniversary of the Dam Busters' Raid.</p>
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PLANNING APPLICATIONS

262/23	<p>Reports from the Planning Review Group (PRG) & BH Planning Research Group.</p> <p>Responses to Guildford Borough Council on planning applications, as of Tuesday 22.08.2023</p>
23/P/01169 (16 th Aug)	<p>Pinewood, Guildford Road, Effingham. KT24 5QF Erection of a detached garage No comment.</p>
23/P/01190 (21 st Aug)	<p>The Beeches, Guildford Road, Effingham. KT24 5QL Erection of rear conservatory, infill rear extension and new metal gate. No comment.</p>
23/P/01040&41 (14 th Aug)	<p>St.Lawrence House, 5 Effingham Place, Effingham. KT24 5JT Planning and listed Building Consent for the erection of a greenhouse No comment.</p>
23/P/01045 (12 th Aug)	<p>3 Church Cottages, Church Street, Effingham. KT24 5LZ Erection of a garden room to provide additional living/working space following demolition of existing garden room. No comment.</p>

<p>23/P/01203 (5th Sept)</p>	<p>Beechlawns, Outdowns, Effingham, Leatherhead. KT24 5QP Demolition of existing dwelling and outbuildings and erection of a replacement dwelling No comment.</p>
<p>23/P/01313 (5th Sept)</p>	<p>Meadow Plat, Ranmore Common, Dorking. RH5 6SX Proposed replacement ancillary outbuilding. Comment. (see appendix 3)</p>
<p>23/P/01014 (no date)</p>	<p>The Queens Stage, The Street, Effingham. KT24 5LU Proposed change of use from Class E (commercial) to class C3 (dwelling). Invalid application – removed from GBC planning portal</p>
<p>21/P/01849</p>	<p>Tap Farm, Orestan Lane, Effingham. KT24 5SJ Change of Use to allow dog walking/training (retrospective) in association with the permitted dog day care use and retention of mobile home, shepherds huts, portable toilet, parking area and dog exercise enclosures and continued use of approved dog day care uses on site. (Amended description plans received 04.01.2023 revised red line) Clerk to request a review by GBC of the recent planning history for this site.</p>
<p>263/23</p>	<p>Previous planning applications: Notification of results are set out in <u>Appendix 1</u></p>
<p>264/23 23/P/01408</p>	<p>Responses to Guildford Borough Council on any late received planning applications: Greenlands Farm, Orestan Lane, Effingham. KT24 5SJ Proposed erection of a detached two-storey dwelling with subterranean basement accommodation following demolition of existing house. Application to be considered at September’s pc meeting.</p>
<p>265/23</p>	<p>Other Planning Matters: Enforcement cases: (July 2023) Enforcement cases closed 4. Current enforcement cases 14 of which 8 are classified low priority & 6 are classified medium priority. The oldest case is dated Nov 2011 the latest June 2023.</p>

GENERAL PLANNING MATTERS

<p>266/23</p>	<p>Neighbourhood / Local Plans Reports on the Neighbourhood & Local Plans: None.</p>
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WORKING GROUPS

267/23	Finance & General Purposes Working Group (F&GP): (AP/KC/IS/JS/CT) Reports and recommendations from the Finance & General Purposes Working Group: The clerk reported that he would starting the 2024/25 council draft budget soon, and would call a meeting of the F&GP WG to discuss budgets before presenting the 1 st draft to full council.
268/23	Climate Change Working Group Updates: None.
269/23	Transport Group: Reports and recommendations from the Transport & Highways Working Group. None.
270/23	Berkeley Homes /Howard Of Effingham Working Group Updates on the development: None.
271/23	Parish Councillor Co-Option Working Group Updates: (see 260/23)

COUNTRYSIDE ACCESS

272/23	Countryside Access matters: Reports from Parish Councillors and any correspondence relating to Countryside matters: None.
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SURREY COUNTY COUNCIL – COUNCILLOR CROSS

273/23	Reports & updates from SCC County Councillor Cross None.
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FINANCIAL MATTERS

274/23	Council payments for the month of August 2023 (see appendix 4)
275/23	Bank reconciliation: It was confirmed that the latest bank reconciliations (April/May/June 2023) had been checked and signed by Cllr Moss.

276/23	<p>Other Financial matters: Reports or correspondence relating to other finance matters:</p> <p>The clerk was authorised to look at alternative packages & providers for the provision of phone & broadband to the parish room.</p> <p>It was agreed to change from Tesco Clubcard Pay+ to a Unity Corporate Multi-Pay card, for ad hoc small value parish council purchases. (stationery etc)</p>
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COMMUNITY AND ENVIRONMENT

277/23	<p>Community Fund: Grant requests: None.</p>
278/23	<p>Concurrent Functions Grant Aid (CFGa) Updates:</p> <p>Correspondence was received from GBC's Finance department regarding the cessation of new CFGa grants for 2024/25.</p> <p>Correspondence was also received from Surrey County Council's Engineering Road Safety Officer Nigel Pond, regarding the proposed Vehicle Activated Sign (VAS) project in Effingham. Various sites within the parish would be proposed during the meeting planned with him on the 19th September 2023. It was noted that this project needs to be completed by 31st March 2024 to retain the CFGa funding from GBC.</p>
279/23	<p>Other Community Matters Reports from Parish Councillors and any correspondence relating to other community or environmental matters. None.</p>

REPORTS

280/23	<p>Reports received:</p> <p><u>Police and community issues</u> - Appendix 2 June 2023</p> <p><u>Allotments</u></p> <p>It was agreed to spend up to £1000 on boundary re-instatement works at the pc allotments. It was also agreed to vire across funds in support of this work from the parish room maintenance budget. (£750)</p>
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	<p><u>Burial Ground</u></p> <p><u>KGV Hall and Fields</u></p> <p>It was confirmed that the Older Children’s Play Area project would be completed in time for the Effingham Village Recreation Trust AGM on the 12th of September 2023. Sarah Montgomery (KGV manager) also confirmed decoration had been completed of numerous rooms within the KGV complex.</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>Shop Parade</u></p>
281/23	<p>Other Parish Matters:</p> <p>Reports from Parish Councillors and any correspondence relating to other parish matters.</p> <p>None.</p>

CORRESPONDENCE

282/23	<p>Any Other Correspondence:</p> <p>The Parish Council thanked Effingham Local History Group for kindly gifting a copy of their recent publication “Some Account of the Post Reformation Clerics at St.Lawrence Church, Effingham” to the parish council. This gift is made extra special as the copy is from a very limited run of only 15.</p> <p>Correspondence was received from a local resident, regarding horse slow signs on High Barn Road. The resident has agreed to contact the pc again after seeking technical advice from the British Horse Society.</p>
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NEXT AGENDA

283/23	To NOTE new items of business for the Agenda of the next meeting:
	<p>Next meetings: (8.00 pm start unless otherwise stated)</p> <p>Ordinary Meeting of the Parish Council – Tuesday 26th Sept 2023</p> <p>Venue – KGV Hall & Playing Fields, The Barnes Wallis Hall, Browns Lane, Effingham. KT24 5ND.</p>

	Next Planning Review Group meeting: Tuesday 19th of September 2023. (7.30pm).
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Signed

Date.....

APPENDIX 1

Planning Results

263/23

August decisions:

- 22/P/01742** **Friars Elm**, Dog Kennel Green, Ranmore Common. RH5 6SU
Installation of ground mounted solar panels (3 arrays of 21)
Approved.
- 22/P/02136** **Three Acre Barn**, Guildford Road, Effingham. KT24 5QQ
Outline application to consider access, appearance , layout and
scale for proposed residential dwelling.
Refused.
- 23/P/00829** **16 Woodlands Road**, Bookham, Leatherhead. KT23 4HF
Removal of condition 4 of planning permission 22/P/01812
approved 5/4/2023 to remove the condition for obscure
glazed windows.
Approved.
- 23/P/00901** **94 Strathcona Avenue**, Bookham, Leatherhead. KT23 4HR
Proposed conversion of garage to habitable accommodation,
single storey rear extension and minor side fenestration
changes.
Approved.
- 23/P/00920** **6 Orchard Gardens**, Effingham, Leatherhead. KT24 5NR
Single storey side extension with garage conversion and a new
roof over the existing front porch.
Approved.
- 23/P/00987** **East Court**, Beech Avenue, Effingham. KT24 5PN
Replacement of tennis court fencing and surfacing in revised
location, construction of greenhouse and productive garden.
Refused.
- 23/P/00991** **Queensleigh**, Salmons Road, Effingham. KT24 5QJ
Replacement of existing outbuilding with new granny annex/
outbuilding.
Refused.

APPENDIX 2**Crime figures (x23)****280/23****June 2023**

A246 nr Orchard Gdns	Public order
Barnes Wallis Close	Violence & sexual offences (x4)
Barnes Wallis Close	Anti-social behaviour
Barnes Wallis Close	Public order
Beech Avenue	Public order (x3)
Beech Close	Violence & sexual offences (x2)
Crossways	Violence & sexual offences
Effingham Cricket Club	Criminal damage & arson
Effingham Place	Violence & sexual offences (x2)
Middle Farm Place	Violence & sexual offences
Norwood Road	Violence & sexual offences (x2)
Orestan Lane	Theft from person
TW.White	Violence & sexual offences
TW.White	Other theft
Yew Tree Walk	Other theft

APPENDIX 3**Planning decisions****262/23**

23/P/01313 Meadow Plat, Ranmore Common, Dorking. RH5 6SX
Proposed replacement ancillary outbuilding.

EPC has no objection in principle to a replacement building in the Green Belt which meets the requirements of the NPPF. If it does not, then very special circumstances would have to be demonstrated to justify an otherwise inappropriate development. NPPF 145 states that "the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces" is an exception to the rule. EPC is concerned that the proposed use (including a home office and a games room together with toilet and bath facilities) is not "in the same use" when compared to existing use as garages and storage and are not ancillary to the future garage use as suggested in the Application.

Appendix 4 Council payments for the month of August 274/23

274/23 To acknowledge payments (Aug 2023):

Standing Orders & Direct Debits Currently In Force
(approved May 16th, 2023, 165/23)

<u>DATE</u>	<u>To</u>	<u>Description</u>	<u>£</u>	<u>Authority</u>
		STANDING ORDERS		
31.08.2023	advansys	Website hosting and support (monthly)	00,090.00	LGA 1972 s.111
01.07.2023 01.10.2023 01.01.2024	EVRT	EVRT Funding Agreement (paid quarterly)	15,000.00	The Local Government (Miscellaneous Provisions) Act 1976 section 19 (1) (3) Expires 01.07.2023
29.09.2023	HMRC	Clerk TAX/NI (Quarterly)	xxxxxx	LGA 1972 s.112
25.08.2023	Jon Short	Clerk Salary (Monthly)	xxxxxx	LGA 1972 s.112
20.08.2023	The Surrey Pension Fund	Clerk / Employer Pension Payments (Monthly)	xxxxxx	LGA 1972 s.112
14.08.2023	Beckley Garden Services	PC Burial Ground Mnce (Mar – Oct)	0250.00	Open Spaces Act 1906, ss.9 and 10.
		DIRECT DEBITS		
28.08.2023	1&1 Ionos Ltd	pc emails	0008.40	LGA 1972 s.111
26.08.2023	1&1 Ionos Ltd	pc emails	0030.00	LGA 1972 s.111
26.08.2023	1&1 Ionos Ltd	pc emails	0030.00	LGA 1972 s.111
23.08.2023	Octopus Energy (Bulb)	PR Electricity	0010.00	LGA 1972 s.133 Payments 23 rd of month
08.12.2023	Information Commissioners Office	Data protection registration	0035.00	LGA 1972 s.111 Payments to be taken annually on the 8th December
24.08.2023	SES Business Water	PR Water - supply	0012.00	LGA 1972 s.133 Payments to be taken on 22 nd of the month
23.08.2023	SES Business Water	Allotment Water - supply	0040.00	Small Holdings & Allotment Act 1908, ss.23, 25 & 42 Payments to be taken 22 nd of the month
28.08.2023	The Phone Co-op	Parish room broadband & phone	??	LGA 1972 s.111

Previously agreed payments:

	<u>To</u>	<u>Description</u>	<u>£</u>	<u>Authority / Notes</u>
August				
17.08.23	Jon Short	Postage	0036.00	LGA 1972 s.111
09.08.23	SCC	Mobile Climbing Wall – deposit for 2013 ECD	0087.00	LGA 1972 s.145

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 17.07.2023		0050.98	
		Transfer from current acct	0250.00	0300.98	
31.07.23	Zoom	Video Conf	0015.59	0285.39	LGA 1972 s.111
16.07.23	Microsoft	Office 365	0005.99	0050.98	LGA 1972 s.111
		Balance at 17.08.2023		0279.40	

Monies received:

<u>Date</u>	<u>From</u>	<u>Description</u>	<u>£</u>	<u>Authority</u>
		Total		

Total expenditure for 2023/24 on LGA 1972 s.137 = £000.00 (excl vat)

Section s.137 limits - £9.93 (2023/24) per elector.