



# Effingham Parish Council



To all Councillors

Publication date: 29th November 2023

**I HEREBY GIVE YOU NOTICE  
that an Ordinary Meeting of Effingham Parish Council will be held  
on Tuesday December 5th, 2023, 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.**

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. **(345/23)**  
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>340/23</b>	To <b>RECEIVE</b> Apologies for Absence:
<b>341/23</b>	To <b>REVIEW</b> The Register of Interests & Other Interests Affecting this Agenda:
<b>342/23</b>	To <b>CONFIRM</b> The Minutes of the previous meeting of <b>October 31st, 2023</b> (Ordinary Meeting of the Parish Council).
<b>343/23</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:

## GOVERNANCE

344/23	<b>Items relating to governance:</b> To <b>RECEIVE &amp; NOTE</b> the minutes from the recent Henry Smith Charity Annual General Meeting. <b>(clerks notes)</b>
22/P/01205	<b><u>Land at Church Street, Effingham.</u></b>  To <b>RATIFY</b> the between meeting decision (made by councillor email exchange), to accept the land offered as part of a S106 agreement, in order to extend the parish council's existing Burial Ground, offered by the developer Ashgrove Homes Limited.  The S106 agreement provides that: -  <ol style="list-style-type: none"><li>1) The land will be transferred at nil cost to the parish.</li><li>2) The developer will be responsible for the Council's reasonable legal fees in effecting the transfer.</li><li>3) Any surveys or work required on the land will be at the cost of the Parish Council.</li><li>4) The land once transferred is to be used only as a burial ground to carry out the proposed burial of dead bodies and / or internment of ashes.</li><li>5) That access is only to be via the existing burial ground.</li><li>6) Rights reserved for Ashgrove Homes to access the burial ground to carry out the proposed development of ten houses as required.</li><li>7) A declaration as to the title guarantee with which the title is made.</li><li>8) There is a period of 90 days from the 2<sup>nd</sup> of November for the transfer to be completed, if the Council agrees to the transfer.</li></ol> To <b>CONFIRM</b> to both Ashgrove Homes and Guildford Borough Council that the Parish Council accepts of the offer of the land.  Also, to <b>CONFIRM</b> that the council has instructed Roger Taylor and Asma Shamim of Wellers Hedleys solicitors to act for us on this matter.
345/23	<b>MATTERS raised by Effingham organisations and residents.</b> <b>(UP TO 15 MINUTES)</b>

## PLANNING APPLICATIONS

<p><b>346/23</b></p> <p><b>23/P/01536</b> (1<sup>st</sup> Dec)</p> <p><b>23/P/01175</b> (4<sup>th</sup> Dec)</p> <p><b>23/P/01869</b> (4<sup>th</sup> Dec)</p> <p><b>23/P/01904</b> (12<sup>th</sup> Dec)</p> <p><b>23/P/01290</b> (revised)</p> <p><b>23/D/00101/3</b> (22/P/01205)</p>	<p><b>Reports from the Planning Review Group (PRG) &amp; BH Planning Research Group.</b></p> <p>Responses to Guildford Borough Council on planning applications, as of <b>Tuesday 28.11.2023</b></p> <p><b>White Lodge</b>, Effingham Hill, Dorking. RH5 6ST Two-storey side extension following demolition of the existing external staircase, formation of new flat roof, and installation of solar panels.</p> <p><b>Tap Farm</b>, Orestan lane, Effingham. KT245SJ Change of use from barn to storage and insertion of EV charger to north and south elevation.</p> <p><b>25 Orchard Gardens</b>, Effingham. KT24 5NR Single storey rear extension.</p> <p><b>East Court</b>, Beech Avenue, Effingham. KT24 5PN Construction of a greenhouse.</p> <p><b>Aurora Poppyfield School</b>, Lower Road, Effingham. KT24 5JP New proposed anti-climb fencing to existing frontage of the site, including propriety timber planters and evergreen trough-grown instant hedging in front.</p> <p><b>Land at</b>, Church Street, Effingham. KT24 Discharge of conditions 4 (SUDS), 10 (hard &amp; soft landscaping), 11 (landscape management) of planning permission 22/P/01205 approved 30.05.2023 (consultation)</p>
<p><b>347/23</b></p>	<p><b>Previous planning applications:</b> To <b>RECEIVE</b> notification of results set out in <b><u>Appendix 1</u></b></p>
<p><b>348/23</b></p>	<p>To <b>CONSIDER</b> responses to Guildford Borough Council on any late received planning applications: <b>(clerk notes/late items)</b></p>
<p><b>349/23</b></p> <p><b>(a)</b></p>	<p><b>Other Planning Matters:</b></p> <p>Orchard Walls, Beech Avenue, Effingham – Applications – 21/P/02246, 23/P/00136 &amp; 23/D/0037/1</p> <p><u>Removal of the mature beech hedge by developer.</u></p> <p>To <b>RECEIVE</b> updates on the Letter of Complaint sent to Claire Upton-Brown (Executive Head of Service for Planning Development at GBC) on the 3<sup>rd</sup> of November, regarding the</p>

	<p>removal of the mature beech hedge at the Orchard Walls development. <b>(clerk notes)</b></p> <p>To <b>RECEIVE</b> updates on the complaint (COM2023/01490) sent regarding the apparent inaction by Claire Upton-Brown regarding acknowledging and progressing the earlier Letter of Complaint sent on the 3<sup>rd</sup> of November. <b>(clerk notes)</b></p> <p>*****</p> <p><b>(b)</b> <b>Enforcement cases:</b> (October 2023) Enforcement cases closed 2. Current enforcement cases 12 of which 8 are classified low priority &amp; 4 are classified medium priority. The oldest case is dated Nov 2012 the latest Oct 2023. <b>(clerk notes)</b></p> <p>*****</p> <p><b>(c)</b> <b><u>APP/Y3615/D/23/3328516</u></b></p> <p>An appeal has been made to the Secretary of State against the Borough Council's decision for the proposed development below:</p> <p><b>23/P/00991</b> <b>Queensleigh, Salmons Lane, Effingham. KT24 5QJ</b> Replacement of existing outbuilding with new granny annex / outbuilding. <b>(clerk notes)</b></p> <p>*****</p> <p><b>(d)</b> <b><u>23/00794/REVPP</u></b></p> <p>To <b>CONSIDER</b> a parish council response to:</p> <p><b><u>TOWN AND COUNTRY PLANNING ACT 1990</u></b> Variation of Condition 2 (aircraft movements) and 6 (aircraft weight), replacement of conditions 7 (1:10,000 risk contour) and 8 (1:100,00 risk contour), of planning permission 20/00871/REVPP determined on the 22/02/2022. <b>(clerk notes)</b></p>
--	---

## GENERAL PLANNING MATTERS

<b>350/23</b>	<p><b>Neighbourhood / Local Plans</b> To <b>RECEIVE</b> reports on the Neighbourhood &amp; Local Plans:</p>
---------------	---

## WORKING GROUPS

<b>351/23</b>	<p><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 &amp; General Purposes Working Group:</p>
---------------	---

352/23	<b>Climate Change Working Group</b> To <b>RECEIVE</b> updates:
353/23	<b>Transport Group:</b> To <b>RECEIVE</b> and <b>CONSIDER</b> reports and recommendations from the Transport & Highways Working Group.
354/23	<b>Berkeley Homes /Howard of Effingham Working Group</b> To <b>RECEIVE</b> and <b>CONSIDER</b> any updates on the development:
355/23	<b>Parish Councillor Co-Option Working Group</b> To <b>RECEIVE</b> updates:

### COUNTRYSIDE ACCESS

356/23	<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:
--------	---

### SURREY COUNTY COUNCIL – COUNCILLOR REPORT

357/23	<b>Updates from SCC Councillor Dennis Booth:</b>
--------	--

### FINANCIAL MATTERS

358/23	To <b>ACKNOWLEDGE</b> council payments for the month of November 2023 <b>(clerk notes/late items)</b>
359/23	<b>Bank reconciliation:</b> To <b>CONFIRM</b> that the latest bank reconciliations have been checked and signed as accurate by Cllr <b>Moss</b> .
360/23	<b>Other Financial matters:</b> To <b>RECEIVE</b> and <b>CONSIDER</b> any reports or correspondence relating to other finance matters:  <b>(a)</b> To <b>CONSIDER</b> and <b>AGREE</b> the clerk’s updated 2 <sup>nd</sup> draft budget, for 2024/25. <b>(clerk notes)</b>  <b>(b)</b> <u>Parish Council allotments boundary reinstatement project –</u> The clerk can report that the first stage of clearance works has been completed, and that the cost exceeded the estimate by £220.00. As the clerk was happy with the work carried out, and that value for money was seen, the clerk & vice chairman authorised the overspend using existing powers within Financial Regs.

(c)	<p><u>Parish Council Bus Shelters -</u>  To <b>CONSIDER</b> a proposal from Core Clean for the maintenance of the parish council's bus shelters. <span style="float: right;"><b>(clerk notes)</b></span></p>
-----	--

**COMMUNITY AND ENVIRONMENT**

361/23	<p><b>Community Fund:</b>  To <b>RECEIVE</b> grant requests, if any:</p>
362/23	<p><b>Concurrent Functions Grant Aid (CFGGA)</b>  To <b>RECEIVE</b> updates on the following projects:</p>
363/23	<p><b>Other Community Matters</b>  To <b>RECEIVE</b> and <b>CONSIDER</b> any reports from Parish Councillors and any correspondence relating to other community or environmental matters.</p>

**REPORTS**

364/23	<p>To <b>RECEIVE</b> reports on:</p> <p><b><u>Police and community issues - Appendix 2 Sept 2023</u></b></p> <p><b><u>Allotments</u></b>  The clerk can confirm that they have turned the water supply off to the allotments, to hopefully prevent frozen pipe damage.</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><b><u>Shop Parade</u></b></p>
365/23	<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

<b>366/23</b>	<b>Any Other Correspondence:</b> To <b>RECEIVE</b> and <b>CONSIDER</b> any other correspondence.
---------------	---

## NEXT AGENDA

<b>367/23</b>	To <b>NOTE</b> new items of business for the agenda of the next meeting:
	<b>Next meetings:</b> (8.00 pm start unless otherwise stated)  Ordinary Meeting of the Parish Council – <b>Tuesday 9<sup>th</sup> Jan 2024</b>  Venue – KGV Hall & Playing Fields, The Barnes Wallis Hall, Browns Lane, Effingham. KT24 5ND.
	Next Planning Review Group meeting: <b>Tuesday 2<sup>nd</sup> January 2024.</b> (7.30pm).

**APPENDIX 1**

**Planning Results**

**347/23**

**November decisions:**

- 23/P/01008**      **Tollgate Farm**, Guildford Road, Effingham. KT24 5QL  
The erection of an array of 67 solar panels.  
**Withdrawn.**
- 23/P/01316**      **Tollgate Farm**, Guildford Road, Effingham. KT24 5QL  
Erection of a forestry barn and hardstanding.  
**Withdrawn.**
- 23/P/01363**      **Hillside Farm**, Salmons Farm, Effingham. KT24 5QH  
Proposed single storey side extension following demolition of existing single garage and substandard side extension.  
**Approved.**
- 23/P/01452**      **Lower Farm**, Effingham Common Rd., Effingham. KT4 5JG  
Change of use of land from agricultural to residential with the land being within the curtilage of the dwelling.  
**Refused.**
- 23/P/01456**      **Low Rigg**, Lower Farm Road, Effingham. KT24 5JL  
Erection of a first-floor side/rear extension.  
**Approved.**

**APPENDIX 2**

**Crime figures (x9)**

**364/23**

**September 2023**

A246 Guildford Road nr Orchard Gdns	Violence and sexual offences
Barnes Wallis Close	Public order
Beech Close	Violence and sexual offences (x2)
Browns Field	Violence and sexual offences
Browns Lane	Violence and sexual offences
Champion Down	Anti-social behaviour
On or near The Crossroads	Violence and sexual offences
Crossways	Burglary