



Dawn Lacey – Parish Clerk & RFO

Claygate Parish Council

Claygate Village Hall

Church Road

Claygate

Surrey KT10 0JP

Tel: 07741848719

Email: [clerk@claygateparishcouncil.gov.uk](mailto:clerk@claygateparishcouncil.gov.uk)

Website: [www.claygateparishcouncil.co.uk](http://www.claygateparishcouncil.co.uk)

**Minutes of the Planning Committee of Claygate Parish Council held on Thursday 20<sup>th</sup> June 2024 at 7.30pm at Claygate Village Hall (Main Hall) Church Road, Claygate**

**Present:** Cllr Bray (Chair), Cllr Holt, Cllr Moon, Cllr Collon, Cllr Bingham

**In attendance:** Dawn Lacey (Parish Clerk & RFO)

Non Voting Advisor: John Burns

2 Members of the Public

**1. Apologies for absence.**

Apologies were received from Councillor Herbert and Councillor Sheppard

Apologies also received from Non-Voting Advisor John Bamford

**2. Declarations of Interest in items on the agenda.**

None

**3. To Consider the Appointment of Non-Voting Advisors**

The appointment of John Burns and John Bamford was agreed

Proposed by Cllr Moon and Seconded by Cllr Holt

Carried unanimously

**4. Confirm the minutes of the 23<sup>rd</sup> May 2024 Planning Committee meeting.**

These were agreed to be correct and signed by Cllr Bray

Proposed by Cllr Bray and seconded by Cllr Collon

Carried unanimously

**5. Review actioning of items from previous minutes and agree any further action required. (Appendix 1)**

Item 7 – Cllr Collon had written to Susanne Parkes but is still waiting for a reply

Cllr Collon had spoken to Charlotte Glancy regarding the Local v District argument and she suggested that we contact Stoke D’Abernon and Cobham to see if we could be included when they speak in September at Stage 3.

Cllr Collon reported on the Examination-in-Public session on Claygate’s Site Allocations as shown in the DLP which took place at The Civic Centre this morning [ie June 20<sup>th</sup>]. He noted that only the Torrington Lodge site was referred to and that the EBC comment, when asked, had been “On hold”. This was thought to be an odd comment, needing investigation.

Cllr Bray reported on the Monday morning [June 17<sup>th</sup>] session of the Examination in Public of the Local Plan, the main point being that it is now suggested that the plan, as submitted, only provides c. 54% [perhaps less] of Housing Need as determined by the Standard Method. The discussion was focussed on how the Plan might be made “sound”. It had been suggested in the session that the Examination might be “paused” – for an unknown period - at the end of Stage 2. The effect of this on Stage 3 would be hard to predict.

ACTION for Cllr Collon to contact Cobham regarding this.

Proposed by Cllr Holt and seconded by Cllr Bray

Carried unanimously

**6. Review planning correspondence, notification of applications and outstanding results and agree any action required.**

None

**7. Review Report on Applications Decided, and Appeals Lodged and Decided since last meeting and agree any action required. (Appendix 2)**

Cllr Bray commented that he was disappointed to see that 11 Elm Gardens had been given approval, and there followed discussion as to how we might make our Comments more “weighty” and influential.

John Burns asked when EBC draft their reports for planning – as part of establishing how much time could be made available for CPC to develop better quality Comments.

It was agreed to discuss Planning correspondence and our responses in more detail at the Strategy Day.

ACTION – Issue to be on the Strategy Day agenda.

**8. Discuss planning applications from Elmbridge Borough Council (EBC) Weekly Planning Lists (<https://www.elmbridge.gov.uk/planning>) for the following weeks and agree responses required: w/e 24<sup>th</sup>, 31<sup>st</sup> May, 7<sup>th</sup> and 14<sup>th</sup> June 2024 (Appendix 3)**

Please see attached (Appendix 3)

**9. Receive a report on EBC’s East Area Sub Committee Meeting and agree any action required.**

This is to be carried forward to the next meeting being held on Thursday 18<sup>th</sup> July

**10. Receive a report on EBC’s Planning Committee Meeting and agree any action required.**

Cllr Bray reported on the EBC Planning Committee meeting of 11<sup>th</sup> June and, in particular, its Agenda Item No 8 “Minutes of the Local Plan Working Group Meeting held on 16 April 2024”, which mainly focussed on EBC’s most recent Housing Delivery Test in 2022. This showed a delivery of only 95% and, as a result, EBC was required, by law, to produce a [remedial] action plan for publication on June 19<sup>th</sup> 2024 [ie only the day before this CPC Planning Committee]. Cllr Bray noted that he had been unable to find such a publication on EBC’s website but, in any event, suspected that this piece of work might well have been overtaken by EBC’s need to recast its Housing Trajectory in the DLP, as required by the Planning Inspector. He undertook to try to find out.

**11. Review any Compliance issues in Claygate and agree any action required.**

None

**12. To Reflect on the Claygate The Way Forward meeting at HTC on June 18<sup>th</sup> and Agree Appropriate Actions, If Necessary**

It was agreed that it wasn’t appropriate at this time to agree any actions. This will be discussed at the Strategy Day on the 6<sup>th</sup> July and then any thoughts brought back to the next meeting on the 18<sup>th</sup> July

**13. To Reflect on the Progress of the Draft Local Plan and Agree Actions As Thought Necessary, particularly as regards, but not limited to:-**

- a. The Local vs District Argument – Completed [See [5] above]
- b. Discussion of the Site Allocations section of the DLP related to Claygate – Completed [again, see [5] above]
- c. Housing Trajectory  
As in [5] above, there may be a pause to take place after Stage 2 is completed before the start of Stage 3. We need to make sure that we keep up to date with any meetings or dates circulated.

**14. Discuss any Communication of key decisions to Residents and agree any action required.**

None

**15. Matters for information purposes only.**

None

**16. Date of the next meeting 7.30pm Thursday 18<sup>th</sup> July 2024, Main Hall, Claygate Village Hall, Church Road, Claygate KT10 0JP**

MEETING: Claygate Parish Council

VENUE: Claygate Village Hall, Small Hall, Church Road, Claygate, Surrey KT10 0JP

DATE: Thursday 20<sup>th</sup> June 2024

TIME: 7.30pm

Signed:

Date:

