

**FINAL DRAFT**

9<sup>th</sup> October 2023

**Minutes of the Planning Committee of Claygate Parish Council held in the Small Hall, Claygate Village Hall on the 5<sup>th</sup> October 2023 at 8.00pm.**

**Present:**

**Councillors: Sue Grose (Acting Chair), Gil Bray, Michael Collon, Tim Freeborn, Geoff Herbert, Donna Holt, George Marcall**

**Co-opted Committee Member: Jonathan Stokes**

**In attendance: Kate Biggs (Parish Clerk and RFO) and 2 members of the public**

The Chair noted at the start of the meeting that to assist with the writing of the minutes the proceedings would be recorded. The recording will be destroyed upon approval of the meeting's minutes at the next Planning Committee meeting.

**1) Apologies for absence.**

Apologies were received from Cllr Swift and Cllr Twells.

**2) Declarations of Interest in items on the Agenda.**

Cllr Holt declared an interest in item 7. Application 2023/2189.

**3) Confirm the minutes of the 10<sup>th</sup> August 2023 Planning Committee meeting.**

It was noted that Cllr Freeborn had been listed as Cllr Freeman, this was corrected. It was noted that the "Seal building" should have read Caerleon, Ruxley Heights. The minutes of the previous meeting were approved and signed by the acting chair.

**4) Review actioning of items from previous minutes and agree any further action required.**

It was noted the results of all Claygate applications had been posted into each Claygate planning application. Cllr Bray reported he had received a response that this was not an issue. It was agreed this should be raised as part of the meetings with ECB.

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

It was reported there were several Applications made in Claygate that the CPC had not been consulted on. 2023/2128 and 2023/2268 were noted as examples of this.

**6) Review Applications and Appeals decided since last meeting and agree any action required. (Item 6. Appendix A)**

It was reported ECB had taken on board and actioned all recommendations made from the Planning committee (PC) for the previous meeting's planning applications. It was noted CPC can express a view but these are not always taken on board.

**7) To receive an update and note the actions arising from the extraordinary meeting of the Claygate Parish Council regarding the Torrington Lodge Development.**

It was reported this had been commented on in length at the CPC Extraordinary meeting held before the PC meeting on Thursday 5<sup>th</sup> October 2023.

**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: Week ending: 8 September, 15 September, 21 September, 29 September.**

Application Number	Address	Proposal	Ward	Details	Result
2023/1925	106 Hare Lane Claygate Esher Surrey KT10 0LZ	Enclosed external storage area, single-storey outbuilding, external seating area and hardstanding following removal of car parking spaces.	Claygate Ward	<a href="#">View Details</a>	No objection. No comment. Agreed unanimously.
2023/2263	60 Hare Lane Claygate Esher Surrey KT10 0QU	Single-storey rear extension following demolition of existing single-storey rear projection.	Claygate Ward	<a href="#">View Details</a>	No objection. No comment. Agreed unanimously.
2023/2458	22 Claremont Road Claygate Esher Surrey KT10 0PL	Claygate Foley Estate Conservation Area: Crown reduce 1 x Mature apple (T1).	Claygate Ward	<a href="#">View Details</a>	Recommendation from Tree surgeon Venessa Relleen: Mature apple tree - crown reduce by 2m No objection. No comment. Agreed unanimously.
2023/2346	10 Loseberry Road Claygate Esher Surrey KT10 9DQ	Hip-to-gable roof extension incorporating rear dormer window to provide rooms in the roof space and front rooflights following removal of chimney stack.	Claygate Ward	<a href="#">View Details</a>	Noted LDC application No comment.
2023/2309	33 Cavendish Drive Claygate Esher Surrey KT10 0QE	Part two/part single-storey rear extension, front porch and alterations to fenestration following partial demolition of existing house and removal of chimney stacks.	Claygate Ward	<a href="#">View Details</a>	No objection. No comment. Agreed unanimously.

2023/2473	13 Rythe Road Claygate Esher Surrey KT10 9DG	Vehicle access, electric vehicle charging point and associated landscaping.	Claygate Ward	<a href="#">View Details</a>	No objection. No comment. Agreed unanimously.
2023/2268	32 Stevens Lane Claygate Esher Surrey KT10 0TE	Tree Preservation Order EL:02/14 - Various works 1 x Oak (T1).	Claygate Ward	<a href="#">View Details</a>	Not a consultee.
2023/2426	33 Beaconsfield Road Claygate Esher Surrey KT10 0PN	Two-storey rear extension, front porch, pitched roof over existing side projection, conversion of garage into living space and alterations to fenestration.	Claygate Ward	<a href="#">View Details</a>	No objection. No comment. Agreed unanimously.
2023/2457	15 Foley Road Claygate Esher Surrey KT10 0LU	Rear dormer window incorporating juliet balcony, front rooflights and alterations to fenestration to provide rooms in the roof space.	Claygate Ward	<a href="#">View Details</a>	Noted LDC Application No comment
2023/2440	7 Claremont Road Claygate Esher KT10 9PL	Tree Preservation Order EL:04/50 - Crown reduce 4 x Lime.	Claygate Ward	<a href="#">View Details</a>	Recommendation from tree surgeon Vanessa Relleen: Group of 4 Lime trees on boundary with 57 Foley Road Reduce back to previous cutting points The trees overhang the roof and leaves cause a nuisance. No objection. No comment. Agreed unanimously.
2023/2465	Tiaira 29 Ruxley Ridge Claygate Esher Surrey KT10 0HZ	Front porch canopy.	Claygate Ward	<a href="#">View Details</a>	No objection. No comment. Agreed unanimously.
2023/2488	66 Coverts Road Claygate Esher Surrey KT10 0LJ	Single-storey rear extension following partial demolition of existing house.	Claygate Ward	<a href="#">View Details</a>	No objection. No comment. Agreed unanimously.
2023/2196	51 Arbrook Lane Esher Surrey KT10 9EG	Single-storey rear extension and alterations to fenestration following demolition of existing conservatory.	Claygate Ward Esher Ward	<a href="#">View Details</a>	No objection. No comment. Agreed unanimously.

2023/2497	46 Oaken Lane Claygate Esher Surrey KT10 0RG	Detached carport canopy.	Claygate Ward	<a href="#">View Details</a>	<b>OBJECTION</b> Comment: The proposed car port by reason of its height, width, enclosed nature and positioning would appear out of keeping and would be harmful to the overall character and appearance of the street scene. The proposal is therefore contrary to policies CS17 of the Core Strategy (2011), DM2 of the Development Management Plan (2015), the Design and Character Supplementary Planning Document Companion Guide: Home Extensions (2012) and the NPPF. Agreed Unanimously
2023/2189	Langford Raleigh Drive Claygate Esher Surrey KT10 9DE	Detached two-storey house with rooms in the roof space, dormer windows and integral garage following demolition of existing house.	Claygate Ward	<a href="#">View Details</a>	Recommendation from Tree Surgeon Venessa Relleen: New house after demolition of existing No proposal to remove trees, just minor pruning Plans include temporary barriers to keep activity outside RPAs. These must be followed. It was noted Cllr Holt sat out the discussion. No objection. No comment. Agreed by majority – 5 for, Abstentions 1

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

It was reported the last meeting took place on the 19<sup>th</sup> September 2023 and that there were no issues raised concerning Claygate. The next meeting takes place on 9<sup>th</sup> October 2023.

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

It was reported that the next meeting would take place on 17<sup>th</sup> October 2023.

**11) Review any Licensing Applications in Claygate and agree any action required.**

No actions arising

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

It was reported the Dough Shack had again been trading near the Parade. It was understood that EBC had declined this company a trading licence.

Proposed Cllr Grose and seconded Cllr Bray. Agreed Unanimously.

12 Action 1: Clerk to contact EBC to confirm the trading licence for the Dough Shack had been declined.
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**13) Discuss any Communication of key decisions to Residents and agree any action required.**

It was noted the destruction of garages at Caerleon, Ruxley Heights had not been completed as reported.

Cllr Bray reported as part of the EHTC remit he and Cllr Moon wished to seek an appointment with James Elliott, EBC Street Smart Team to investigate the issue of cleaning weeds and grit from kerb gullies.

It was agreed that Cllr Bray and Cllr Moon should meet with James Elliott  
**Proposed Cllr Grose and seconded Cllr Bray. Agreed Unanimously**

13 Action 2: Cllr Bray and Cllr Moon to set up meeting with James Elliott EBC Street Smart Team to discuss cleaning weeds and grit from kerb gullies.
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**14) Matters for information purposes only.**

It was noted that a Young Member would be invited to advise the CPC. A flyer will be produced and circulated. It was agreed this poster will be added to the website when available.

**Proposed Cllr Grose and seconded Cllr Bray. Agreed unanimously.**

14 Action 3: Clerk to add the Young Member poster to the website when available.
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It was noted that over hanging trees and shrubs was an agenda item on the Environment, Highways and Transport committee meetings. It was also noted the litter pick will take place on 4 November 2023. A flyer for the event should be available this week.

**15) Date of the next meeting**

8.00pm Thursday 2<sup>nd</sup> November 2023 in the Small Hall, Claygate Village Hall.

Meeting close 9.25pm

Chairman.....

Date.....