



## Caring for Claygate Village

### MINUTES

#### PLANNING COMMITTEE MEETING held at 7.30pm on Thursday 3rd November at Claygate Village Hall

Present: -

Chair of the Committee:	Michelle Woodward
Committee Member Councillors:	Brian Rawson, Geoff Herbert, Gil Bray,
Co-opted Committee Members:	John Bamford, Michael Collon
In attendance:	Sally Harman (Parish Clerk & RFO),

1. **Apologies for absence**  
Cllr Wang, Cllr Sugden, Cllr Grose and Cllr Swift sent their apologies in advance.
2. **Declarations of Interest in items on the agenda.**
  - 2.1 To receive Declarations of Interest from Councillors in items on the agenda.  
None.
  - 2.2 To note written requests for dispensations received 7 days prior to the meeting:  
None
  - 2.3 To note decisions made on any dispensation requests noted in agenda item  
None
3. **Minutes of the last meeting (6<sup>th</sup> October 2022)**

It was agreed in a unanimous decision that the 6<sup>th</sup> October 2022 Planning Committee Minutes be approved with no amends.

Cllr Woodward signed the 6<sup>th</sup> October 2022 Planning Committee Minutes, witnessed by the Clerk.

AP28 Clerk to upload final minutes on to website.

#### 4. **Actioning of Items from Previous minutes**

AP15 Cllr Bray to organise meeting with the agent of CK Hutchinson as well as the representative for Vodafone/O2s contractors with EBC in attendance. **ONGOING**

AP22 Cllr Bray to speak to Paul Falconer regarding training and circulate his Planning Application refusal review report (Appendix A). Cllr Bray will circulate monthly going forth. **DONE**

AP23 All Committee members to review EBC website on how to respond to Planning Applications. **ONGOING**

AP24 Clerk to acknowledge email from resident regarding 22 The Parade Change of Usage error and refer him to these minutes. **DONE**

AP25 Clerk to chase EBC Compliance Officer again on 1 Caerleon Close. **DONE**

AP26 Clerk to respond to resident regarding his concerns on 5G masts **DONE**

AP27 Cllr Woodward, Cllr Bray and Clerk to scope out the budget proposal for the next Planning Committee on the 3<sup>rd</sup> November. **DONE**

**5. Planning correspondence, notification of applications and outstanding results.**

The Clerk had secured extensions on: -

2022/0424 - Consultation - 4 Fairlawn Close Claygate Esher Surrey KT10 0EN

2022/2921 - 21 Woodbourne Drive Claygate Esher KT10 0DR

The Clerk noted that the Head of EBC Planning had responded to AP20 regarding the proposed amendments to the publication of Representations on Planning Applications. She had said that EBC will be consulting on the change to the Statement of Community involvement, the document which lists what they will do with representations in the New Year. The details of the consultation are still being considered. Claygate Parish Council, residents and applicants will be able to request copies of representations under a Freedom of Information request. EBC will redact any personal information within the representation before releasing the information. The Committee noted that further discussions had since been had on the subject at the Bi-Annual CPC/EBC Meeting held on the 14<sup>th</sup> October where EBC explained that the environment for public representations had changed and that they were spending significantly more time trying to police inappropriate comments made in public representations on Planning Applications. They receive 10,000 representations a year so the level of monitoring now creates considerable workload for EBC. CPC had requested at that meeting that EBC use whatever flexibility they have so to ensure that CPC still get sight of resident's representations because they believe them to be essential in enabling CPC to do the best job they can for residents.

AP29 Clerk to send Co-opted Committee Members Bi-Annual CPC/EBC minutes

**6. Applications and Appeals decided since last meeting.**

The Clerk had circulated a report from Cllr Bray in advance of the meeting (Appendix B). The Committee noted the report.

Clerk had been copied in on appeal notice for 2022/0778 - 27 Crediton Way Claygate Esher Surrey KT10 0EB and 2022/0874 - 11 Stevens Lane

**7 Applications from Elmbridge Borough Council Weekly Lists**

**(<https://www.elmbridge.gov.uk/planning>) including confirmation of comments sent to EBC: -**

**w/e 7<sup>th</sup> October, 14<sup>th</sup> October, 21<sup>st</sup> October, 28<sup>th</sup> October**

<b><u>Application Number</u></b>	<b><u>Address</u></b>	<b><u>Proposal</u></b>	<b><u>Claygate Parish Council Response</u></b>
2022/2911	23 Torrington Road Claygate Esher Surrey KT10 0SA	Hip-to-gable roof extension, rear dormer window and front rooflights following demolition of existing dormer.	No Comment. Unanimously agreed.
2022/0424	4 Fairlawn Close Claygate Esher Surrey KT10 0EN	Single-storey rear and side extension and rear dormer windows following removal of chimney stack.	No Objection, No Comment. Unanimously agreed.

2022/2921	21 Woodbourne Drive Claygate Esher KT10 0DR	Part two/part single-storey rear extension, part two/part single-storey side extension, single-storey infill extension, conversion of garage into living space, increase in roof ridge height, rear dormer windows, rear and side rooflights, rear flue following partial demolition of existing house and removal of chimney stack.	No Objection, No Comment. Unanimously agreed.
2022/2822	7 Claremont Road Claygate Esher Surrey KT10 0PL	Single-storey side/rear extension, rear solar panels, pergola, side rooflight, internal alterations and to fenestration following partial demolition of existing house.	No Objection with Comment. We note that the pump for the swimming pool has now been relocated in a building adjacent to the neighbour and request consideration of whether this has a noise impact on the neighbour.  Unanimously agreed.
2022/2893	40 Simmil Road Claygate Esher Surrey KT10 0RU	Single-storey rear outbuilding.	No Comment. Unanimously agreed.
2022/2982	10 Glenavon Close Claygate Esher Surrey KT10 0HP	Single-storey rear extension following demolition of existing garage.	No Objection with Comment. We note that the extension is close to the boundary. If the extension proposes to have guttering, we request consideration for a 0.3m gap from the boundary so that the gutters do not overhang the neighbour's property.  Unanimously agreed.
2022/2967	14 Merylyn Close Claygate Esher Surrey KT10 0EQ	Two-storey side extension and single-storey side and rear extensions following demolition of existing sheds.	No Objection, No Comment. Unanimously agreed.
2022/3098	Gastons 1 Beaconsfield Road Claygate Esher Surrey KT10 0PN	Claygate Foley Estate Conservation Area - Crown Reduce 1 x Eucalyptus tree	No Objection, No Comment. Unanimously agreed.
2022/2939	9 Tower Gardens Claygate Esher Surrey KT10 0HB	Single-storey rear extension following demolition of existing conservatory.	No Objection, No Comment. Unanimously agreed.
2022/2940	100 Coverts Road Claygate Esher Surrey KT10 0LJ	Single-storey side infill extension.	No Objection, No Comment. Unanimously agreed.

2022/3006	19 Ruxley Ridge Claygate Esher Surrey KT10 0HZ	Confirmation of Compliance with Condition 4 of planning permission 2022/0447 allowed at appeal.	No Comment. Unanimously agreed.
2022/3043	9 Foley Road Claygate Esher Surrey KT10 0LU	Part two/part single-storey rear extension, hip-to-gable roof extension incorporating rear dormer window, front and rear roof lights and single-storey rear outbuilding following partial demolition of existing dwelling.	No Objection with Comments: -  1/ The felling of 11 trees seems excess. 2 trees T7 and T13 seem to be unaffected by the proposed works. T10 is a Category B Ash tree. We request consideration of a condition for at least 2 new trees to be planted if 11 are felled, 1 of which should be a Category B tree to replace the T10 Ash tree.  2/ We request in the event permission is given for a single storey garden building, a condition be attached forbidding residential occupation without first seeking planning permission.  Unanimously agreed.
2022/3040	40 Simmil Road Claygate Esher Surrey KT10 0RU	Single-storey rear extension.	No Objection, No Comment. Unanimously agreed.

It was noted that 2020/2609 Garage Block North of Brookfield Gardens and 2021/0349 Land South of 22 to 32 Holroyd had seen no progress on their applications on the EBC Planning portal for some time.

AP30 Clerk to write to EBC requesting an update.

**8. East Area Sub Committee Meeting report.**

Application 2022/2031 1 Chadworth Way went to EBC's East Area Sub Committee on Monday 10<sup>th</sup> October and was refused.

The next East Area Sub Committee meeting next Monday 7<sup>th</sup> November has been cancelled. The next one will now be held on the 5<sup>th</sup> December 2022.

**9. EBC Planning Committee Meeting Report.**

The Committee noted that at the last EBC Planning Committee on the 18<sup>th</sup> November 2022 the 20<sup>th</sup> September Local Plan Working Group Minutes had been reviewed which had covered the responses received to the Draft Local Plan Representation 19 Consultation. Cllr Bray noted that he had as such contacted EBC to ask how many responses had come in from Claygate Residents. EBC responded that 33 Claygate residents had submitted a response to 1 or more questionnaires. 180 questionnaires were submitted in total from Claygate residents. For the entire Borough EBC the results were as follows. 354 people /organisations provided a response to one or more questions. Of the 354, this included responses from 253 individual residents and 21 residents' groups / associations, including the Parish Council.

The Committee noted that the Design Code Pop-in event run by Elmbridge in September had seen a high turnout by Claygate residents.

**10. Licensing Applications in Claygate.**

No alerts had been received by the Clerk.

**11. Compliance issues in Claygate.**

The Clerk had circulated a response from EBC on 2014/4954 – 1 Caerleon Close. Their plan was to focus on the garage first as this was the subject of the Enforcement Notice. It is their intention to take direct action which is to say it should be removed. Thereafter they will take a decision about how EBC deal with the house itself.

**12. To receive an update on 5G Masts.**

No further updates.

**13. To discuss and agree the key strategic objectives and budget proposal for the Planning Committee for 2023/24 to take the full Council for approval on the 17<sup>th</sup> November 2022.**

Cllr Woodward had circulated a 2023/24 Budget recommendation (Appendix C) prepared by Cllr Bray, Cllr Woodward.

It was **unanimously agreed** to take a recommendation of £3,000 as per Appendix C to the Full Council meeting on the 17<sup>th</sup> November 2022.

**14. Communication of key decisions to Residents.**

Next Courier is expected to be published mid to end of February 2023.

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

None

**16. Date of the next meeting 1<sup>st</sup> December 2022.**

Meeting closed: 20h18

Signed:



Dated:

1/12/22