



## Caring for Claygate Village

### DRAFT

### PLANNING COMMITTEE MEETING held at 7.30pm on Thursday 5<sup>th</sup> November 2020 via Zoom.

Councillors: Geoff Herbert (Chairman of the Committee), Xingang Wang, Jo Lesser, Mark Sugden, Janet Swift  
Co-opted: John Bamford,  
In attendance: Sally Harman (Parish Clerk & RFO)

1. **Apologies for absence**

Cllr Woodward sent apologies in advance.

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

2.1 To receive declarations of interest from Councillors on items on the agenda.

Cllr Herbert was directly affected by application 2020/2608 and as such the Vice Chairman of the Committee Cllr Wang would Chair that section.

2.2 To received written requests for dispensation for disclosable pecuniary interests (if any):

None

2.3 To grant any requests for dispensation as appropriate:

None

3. **Minutes of the last meeting (8<sup>th</sup> October 2020).**

The Minutes of the meeting on the 8<sup>th</sup> October 2020 were agreed with no amends.

**AP75** Cllr Herbert to sign minutes and give to Clerk.

4. **To report on actioning of items from previous meetings.**

**AP52** Clerk to notify EBC on decision to reinstate bench outside Old Bank, Hare lane. **ONGOING** Clerk notified EBC who instructed her to notify GPS. GPS confirmed they will action, but progress has halted. Clerk to continue chasing seeking support of SCC and EBC.

**AP66** Cllr Sugden to send the Clerk full planning policy details to submit with the objection to Claygate House Planning application 2020/2095. **DONE** Revised plans have been submitted primarily related to Flood Risk and Drainage which are covered under Item 7 below. Additional objection comments on these revisions to be submitted. **AP76** Cllr Sugden to provide details for submission by Clerk.

**AP67** Cllr Sugden and Cllr Herbert to approve the objection submission from the Clerk prior to sending. **DONE**

**AP68** Clerk to seek clarification from EBC Tree department on planning application 2020/2168 on which tree limbs require removing. **REMOVE**. Application granted before Clerk could seek clarification.

**AP69** Cllr Herbert to clarify the house/flat number of shed in Roundway and monitor for the time being. **DONE** Cllr Herbert confirmed the shed was for short term construction purposes only.

**AP70** Clerk to upload response to 'Changes to Current Planning Policy' government consultation to website. **DONE**

**AP71** Clerk to circulate SSALC White paper meeting slides and video to the committee. **DONE**

**AP72** Cllr Sugden and Cllr Herbert to finalise the CPC submission by the 16<sup>th</sup> October and circulate to Cllrs for review. Clerk to then submit final response by the 29<sup>th</sup> October. **DONE**

**AP73** Clerk to circulate the link, [www.hookpark.co.uk](http://www.hookpark.co.uk), to Cllrs for review. **DONE**

**AP74** Clerk to request via EBC whether the resident is planting a replacement tree where Half Acre Oak Tree was felled on Church Lane. **DONE** Decision to fell was granted subject to replacement planting from a low water demand tree list.

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

The Clerk had received notification that an unauthorised development of a fence and car port at The Oaks The Causeway Claygate Esher Surrey KT10 ONE had now been resolved. The carport has now been removed and the fences reduced to a height to bring it within the requirements of The Town and Country Planning (General Permitted Development) (England) 2015 Schedule 2, Part 2, Class A.

John Bamford raised whether the Parish Council should revert to stating:-

- No Objection (with or without comments) or Objection (with reasons) where CPC is a Consultee
- No Comment where CPC is not a Consultee (which includes “Non Material Amendments” & “Variations of Conditions”)

It was agreed that this is how the Parish Council should respond to EBC Planning Department going forth.

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

A report from John Bamford was circulated prior to the meeting. See Appendix A.

**7. Applications from Elmbridge Borough Council weekly lists, including confirmation of comments sent to EBC: -**

<u>Application Number</u>	<u>Address</u>	<u>Proposal</u>	<u>Claygate Parish Council response</u>
2020/2376	6 Cavendish Drive Claygate Esher Surrey KT10 0QE	Two-storey side extension, conversion of garage into living space, pitched roof to replace flat roof over existing front projection and alterations to fenestration following demolition of existing canopy.	No Objection
2020/2435	133 Hare Lane Claygate Esher Surrey KT10 0RA	Single-storey front extensions, first-floor side extension and alterations to fenestration.	No Objection
2020/2378	20A Stevens Lane Claygate Esher Surrey KT10 0TE	Tree Preservation Order EL:02/14 - Crown thin 1 x Oak (T5) by 15% and crown raise to 5m.	No Comment
2020/2369	45 Foley Road Claygate Esher Surrey KT10 0LU	Single-storey rear extension.	No Objection

2020/2433	36 Gordon Road Claygate Esher Surrey KT10 0PQ	Single-storey rear/side extension, single-storey side extension, increase size of rear dormer window and alterations to fenestration following partial demolition of existing dwelling.	No objection with comments.  Observation:-  1/ Network Rail don't appear to have been consulted as the house backs on to railway.  2/A tree is being removed on the plans however it is in a conservation area.
2020/2467	2 Foxwarren Claygate Esher Surrey KT10 0LB	Single-storey side and rear extensions and front porch.	No objection
2020/2440	York House 18A The Parade Claygate Esher Surrey KT10 0NU	Part single/part first-floor rear extension incorporating attached garage, second-floor rear terrace, rear dormer window, front solar panels, bin and cycle stores and alterations to fenestration following demolition of existing detached garage.	No Objection with comments.  Observation:- The proposed development looks like it may have overlooking implications for neighbouring properties.
2020/2475	30 Oaken Lane Claygate Esher Surrey KT10 0RG	Part two/part single-storey rear extension, rear dormer window, front and side roof lights and alterations to fenestration.	No Objection
2020/2492	26 The Avenue Claygate Esher Surrey KT10 0RY	Single-storey side extension and single-storey rear bay window.	No Objection
2020/2528	6 St Leonards Road Claygate Esher Surrey KT10 0EL	Tree Preservation Order EL: 90/19 - Crown reduce and spread of 1 x English Oak by up to 2metres and fell 1 x Cherry.	No comment with comments.  Observation:- Both trees are very important to the street scene. If the cherry is to be granted permission to be felled please can a suitable replacement be planted.
2020/2541	70 Foley Road Claygate Esher Surrey KT10 0NB	Single-storey side and rear extension, alterations to fenestration and rear garden following partial demolition of existing house.	No Objection
2020/2500	Garages along Foxwarren to the rear of 115-125 Covert Road Claygate Esher Surrey	Detached two-storey house, bin and cycle stores, parking, new access, landscaping and associated highway works following demolition of existing garages.	No Objection with comments.  Observation:-  1/ Please consider removing the permitted development rights to ensure windows remain obscured permanently to stop overlooking in the future.  2/ We request that the protection measures for some of the trees identified in the arboriculturist report are agreed with the council prior to works commencing.

			3/ Please check for asbestos in roofs of garages. Please make sure Health and Safety measures in place by developer prior to works commencing if this is the case.
2020/2609	Garage Block North of 2 Brookfield Gardens Esher Surrey KT10 ODS	Pair of semi-detached two-storey houses with associated bin stores, cycle stores, parking and landscaping following demolition of existing buildings.	No Objection with comments. Observations:- 1/ Please check for asbestos in roofs of garages. Please make sure Health and Safety measures in place by developer prior to works commencing if this is the case. 2/ Site access appears to be too small and will prohibit emergency service access if required. 3/ We note that 8 Brookfield gardens have raised concerns regarding the foundation impact on their garden.
20h10 Cllr Herbert left the meeting due to declaration of interest in planning application 2020/2608 and Cllr Wang took over as Chair.			
2020/2608	Garage Block South of 33 to 45 The Roundway Claygate Surrey KT10 ODP	Pair of semi-detached two-storey houses with associated bin stores, cycle stores, parking and landscaping following demolition of existing buildings.	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>It was <b>unanimously</b> agreed to submit a no objection to planning application 2020/2608</p> </div> <p>No Objection with comments. Observations:- 1/ Parking looks to be very tight. A swept pass analysis needs to be undertaken. 2/ Please check for asbestos in roofs of garages. Please make sure Health and Safety measures in place by developer prior to works commencing if this is the case. 3/ An agreement is required on pruning and root protection of trees on site in particular the T1 Cider Gum tree.</p>
20h20 Cllr Herbert returned to the meeting and took over as Chair.			
2020/2516	54 Vale Road Claygate Esher Surrey KT10 0NJ	Single-storey rear/side extension, side canopy and alterations to fenestration.	No Objection
2020/2787	36 The Roundway Claygate Esher Surrey KT10 0DW	Prior Approval Schedule 2, Part 1, Class A: Single-storey rear extension.	No Comment
2020/2681	20 Crediton Way Claygate Esher Surrey KT10 0EB	Part two/part single-storey side/rear extension.	No Objection
2020/2512	115 Hare Lane Claygate Esher Surrey KT10 0QY	Single-storey rear extension, front canopy, side and rear dormer windows and alterations to fenestration and finish following	No Objection

		demolition of existing rear projection.	
2020/2696	Claygate House Littleworth Road Esher Surrey KT10 9PN	Confirmation of Compliance with Condition: 13 (Trees Additional Arboriculture Information) of planning permission 2018/3782.	No comment

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

The East Area Sub Committee was cancelled.

**9. EBC Planning Committee Meeting report**

It was noted that the EBC Planning Committee meetings now required on going monitoring by Claygate Planning Committee as any planning application for more than 10 dwellings that receives either an objection from CPC or that receives over 15 objections from residents will now go direct to the EBC Planning Committee rather than to EBC East Area Sub Committee.

**AP77** Cllr Herbert to attend EBC Planning Committee on the 24/11/20 if any applications concerning Claygate are to be discussed.

**10. Licensing Applications in Claygate.**

None

**11. Compliance issues**

**2014/4954 1 Caerleon Close** – No further update at this time.

**12. Elmbridge Local Plan Status and any action arising.**

The Committee heard that the timescales for publication of the draft Local plan appeared unclear. It is imperative that Claygate Parish Council get clarity on when it will be published so we can assess the proposed impact on Claygate and in particular the Green Belt surrounding the village. A rapid resident communication plan will have to be carried out as soon as a draft Local Plan is published rallying residents to protect Claygate's Green Belt if it is threatened.

**AP78** MS to draft letter requesting confirmation of when the EBC draft local plan will be published for the Clerk to submit to EBC planning department.

**13. RBK Local Plan & Hook Park Development Status and any action arising.**

The Clerk updated the Committee on the communication received from the Head of Planning at EBC. They noted that EBC are aware of the Hook Park developer's promotion video and had been in contact with Kingston for clarification. The developer is seeking to promote the site through the Kingston Local Plan so there is nothing formal to consider or respond to yet but they will keep an eye on it and check in with Kingston officers from time to time to see what their views on the site are. At present Kingston have not agreed or consulted on a preferred growth strategy for the borough and so have not considered whether it would support a proposal of this nature.

**AP79** John Bamford to circulate map of all proposed developments related to the Hook Park Development and the RBK local plan timetable.

**14. To discuss a provisional budget for 2021/22 and estimated final figures for 2020/21**

The budget for this financial year was £4,500. The Planning Committee is expected to come in significantly underbudget this year as the EBC Local Plan was moved back due to Covid-19 and with it the bulk of anticipated Planning Consultant costs.

**AP80** MS to request a cost from the planning consultant to provide advice on the EBC local plan Regulation 19 representation currently planned for 6 weeks Jan/Feb 2021.

**AP81** Committee members to consider what expenditures are expected in 2021/22 and come prepared to recommend the proposed planning committee final budget submission at its meeting on the 3<sup>rd</sup> December.

A draft budget for 2021/22 will be brought to the full Parish Council on the 19<sup>th</sup> November and full sign off of the 2021/22 budget will take place at the Parish Council meeting on the 14th January 2021.

**15. Planning Committee Remit amend to reflect revised EBC policy on how they handle objections to planning applications**

Due to the change in policy for handling objections between the East Area Sub Committee and EBC Full planning Committee it was noted that the CPC Planning Committee remit would also need to be updated to reflect.

**AP82** JB to prepare proposed remit amend and send to Clerk for sign-off at the next Planning Committee.

**16. To discuss the handling of objections to a planning application**

The Committee noted that their job is to make the best possible judgement on the knowledge they have on the application and planning policy as they understand it. All applicants and objectors can come and attend a Planning Committee meeting as it is a public meeting and they are able to speak subject to advanced notice to the Clerk.

Cllr Swift proposed that the Committee should notify a planning applicant in advance if someone else is going to speak to the Committee in objection to their planning application. There was no seconder so the motion fell. Most committee members judged that it was the responsibility of both applicants and objectors to take the initiative on whether they wished to attend and speak.

**17. Communication of key decisions to residents including input to the Courier and the website.**

If EBC issue a draft Local Plan at the end of November then CPC may wish to produce an emergency Courier.

**18. Matters for information purposes only.**

None

**19. Date of the next meeting 3<sup>rd</sup> December 2020**

**Meeting closed:- 21h20**

**Reserve may be required for the next meeting:-Cllr Rawson**

**Signed:**

**Dated:**

## Appendix A

### **Report on Planning Applications Decided since the Last Planning Meeting**

#### **Applications Refused by Elmbridge Borough Council (EBC)**

2020/2157      11 Coverts Road Claygate Esher Surrey KT10 0JY

Part two/part single-storey rear extension, single-storey front bay, new porch canopy, first-floor side dormer, roof extension incorporating rear dormer windows and additional fenestration on side elevations.

While the rear extension would be largely not visible from the streetscene the side dormer would be visible. The first-floor side dormer is proposed to be set back from the flank wall of the existing house so that it would follow the guidance of the Home Extension Companion Guide and retain a 1m separation to the boundary as well as being set back from the principal elevation so as to appear subservient. However, the Home Extension Guide also advises that dormers should not dominate the roof slope and that normally the side wall of the house should not be extended up into a dormer. This design is considered to dominate this portion of the roof slope and the scale would be out of keeping with the host dwelling and the character of the area.

EBC assessed that

- “The proposed first-floor side dormer would, by reason of its design, height, scale and bulk, result in the creation of an incongruous form of development, which would cause harm to the host dwelling, the character of the area and the streetscene” (contrary to policy DM2, CS17 and advice provided by the Design and Character SPD (Home Extensions Companion Guide) 2012 and the NPPF 2019.
- “The proposed first-floor side dormer would, by reason of its height and width, have an unneighbourly and overbearing impact which would be harmful to the amenities of No. 13 Coverts Road (contrary to policy DM2 and advice provided by Design and Character SPD (Home Extensions Companion Guide) 2012.

2020/2531      Claygate Tennis Club Torrington Close Claygate Esher KT10 0SB

Non-Material Amendments to planning permission 2009/1159 for replacement of metal halide floodlights by LED luminaires using existing light columns and electrical supply.

EBC assessed that “The increased light spillage to the properties to the south of the site would require a full assessment by officers and should be subject to a full consultation so that the views of neighbouring properties can be sought regarding the potential impact.”

#### **Other Noteworthy Applications Decided include:-**

2020/1790      151 Hare Lane Claygate Esher Surrey KT10 0RA

Part two/part single-storey rear/side extension, conversion of garage into living space, front canopy and alterations to fenestration following demolition of existing rear projection.

EBC agreed the CPC request to impose a condition for the Flat Roof not being altered or adapted to form a balcony, roof garden or similar amenity area without the grant of a further specific permission from the Borough Council.