



Caring for Claygate Village

DRAFT MINUTES

PLANNING COMMITTEE MEETING held at 7.30pm on Thursday 15th June 2023 at Claygate Cricket Pavilion

Present: - Cllrs. Swift (*Chair*), Bray, Herbert, Collon, Marcall, Moon.

In Attendance: Anthony Sheppard as minute taker. 2 members of the public.

It was **agreed** unanimously that Anthony Sheppard (a Past Chair of CPC) would take Minutes, in the absence of the Clerk due to ill health.

1. Apologies for absence

Cllrs Sue Grose, Donna Holt, Bob Twells sent their apologies in advance.

2. Declarations of Interest in items on the agenda.

None.

3. Confirm the minutes of the 20th April 2023 Planning Committee meeting.

Adoption of the Minutes was proposed by Cllr. Bray, seconded by Cllr. Collon. Agreed by majority vote, with 2 abstentions.

AP6 Cllr Swift to give final signed minutes to Clerk.

4. Confirm the minutes of the 24th May 2023 Planning Committee meeting.

A correction was noted to item 16 - read Neighbourhood Plan, not Neighbourhood Watch Plan. Adoption of the corrected Minutes was proposed by Cllr. Swift, seconded by Cllr. Bray and agreed unanimously.

AP7 Cllr Swift to give final signed minutes to Clerk.

5. Appoint any non-voting advisors to the Planning Committee.

The Committee noted that they were awaiting CVs of prospective Tree Wardens. Cllr. Bray noted the need for Tree Wardens and Vanessa Relleen's interest in the role. Cllr. Swift, seconded by Cllr. Moon, proposed carrying this item forward to the next meeting (6 July). Resolution carried: 3 in favour with 3 abstentions.

AP8 Clerk to add to 6th July agenda.

6. To consider asking Paul Falconer [EBC Planning Department] to deliver [free] training to the new Planning Committee.

Cllr. Swift reported that Mr Falconer was willing to offer training. Cllr. Bray supported running a session as soon as possible, supported by Cllr. Moon.

AP9 Cllr Swift to speak to Mr Falconer on 23 June and liaise with the rest of Committee for dates.

Cllr. Swift, seconded by Cllr. Moon, proposed offering 10 August as a meeting date. JS, second Moon. Agreed unanimously.

AP10 Cllr Swift to organise meeting.

7. Review actioning of items from previous minutes and agree any further action required.

AP5: Cllr. Swift, seconded by Cllr. Marcall, proposed that (i) Cllr. Marcall will now take over compliance issues, (ii) other actions be carried forward, as being down to the Clerk. Agreed unanimously.

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

Cllr. Bray reported that an email had been received the previous day from John Bamford pointing out that CPC's most recent objection to application 2022/3756 was unsound. Cllr. Bray, seconded by Cllr. Collon, proposed asking EBC to treat CPC's comment of 21 April as our final view. Agreed by a majority: 4 for, 1 against, 1 abstention.

AP11: The Clerk, or in her absence Cllr. Swift, to communicate CPC's revised view to EBC before East Area Planning Sub-Committee on Monday 19 June.

In the absence of the Clerk, other correspondence was carried forward to the next meeting.

9. Review Applications and Appeals decided since the last meeting and agree any action required.

The Committee noted Cllr. Bray's report (Appendix A)

10. 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 26th May, 2nd June, 9th June

Application Number	Address	Proposal	Claygate Parish Council Response
2023/1101	Claygate House Littleworth Road Esher Surrey KT10 9PN	Confirmation of Compliance with Condition 25 (Lighting Scheme) of planning permission 2020/2095.	No comment

2023/1118	24 Glenavon Close Claygate Esher Surrey KT10 0HP	Confirmation of Compliance with Condition 3 (Material samples) of planning permission 2022/0559.	No comment
2023/1191	7 Fishersdene Claygate Esher Surrey KT10 0HT	Single-storey rear extension following demolition of existing rear conservatory.	No comment
2023/1120	Manor Cottage Woodstock Lane South Claygate Esher Surrey KT10 0TA	Alterations to ground floor fenestrations, add rooflights to north and south elevations and juliet balcony to west elevation.	No Comment
2023/1260	Pearmain House 3 Torrington Close Claygate Esher Surrey KT10 0SB	Partial conversion of garage into living space and alterations to fenestration.	No Comment
2023/1302.	59 The Maples Stevens Lane Claygate Esher Surrey KT10 0TN	Tree Preservation Order EL:92/12 - Remove deadwood and reduce low limbs 1 x Sycamore (T2).	No comment. Proposed Cllr. Swift, seconded Cllr. Moon. Agreed unanimously
2023/1224.	Tiara 29 Ruxley Ridge Claygate Esher Surrey KT10 0HZ	Single-storey front/side extension and rear raised decking. Noted that an arboricultural report had now been submitted by the applicant.	No Comment. Proposed by Cllr. Bray, seconded Cllr. Marcall. Agreed unanimously.
2023/1366	28 Lower Wood Road Claygate Esher Surrey KT10 0EU	Confirmation of Compliance with Conditions: 4 (Tree pre- commencement meeting), 5 (Tree protection measures) and 6 (Additional arboricultural information) of planning permission 2022/2676.	No comment
2023/0702	83 Oaken Lane, Claygate	Detached two-storey house following demolition of existing house.	CPC has already commented but noted that an Arboricultural Report had been submitted. No further comment. Proposed by Cllr. Swift, seconded Cllr. Moon. Agreed unanimously.

11. Receive a report on EBC's East Area Sub Committee Meeting and agree any action required.

Report received from Cllr .Herbert; nothing for Claygate. Cllr. Herbert kindly offered to cover the meeting on 19 June.

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

Report received from Cllr. Bray. Nothing for Claygate.

13. Review any Licensing Applications in Claygate and agree any action required.

None received.

14. Review any Compliance issues in Claygate and agree any action required.

Cllr. Bray’s previously circulated report on 1 Caerleon Close was noted. Cllr. Marcall reported that the required demolition had now been agreed by the owners, but no there was no written confirmation yet.

AP12 Cllr. Marcall to request written confirmation from EBC for the next meeting.

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

None.

16. Matters for information purposes only.

AP13 Clerk to add Planning website issues (cropping of docs, general access) to agenda for EBC meeting on 23 June.

17. Date of the next meeting 13th July 2023

The meeting closed at 20h45

Signed.....as a true and fair record of the meeting.

Date.....