

Final Draft

11th December 2023

Minutes of the Planning Committee of Claygate Parish Council held in the Main Hall, Claygate Village Hall on the 30th November 2023 at 7.30pm.

Present:

Councillors: Janet Swift (Chair), Gil Bray, Michael Collon, Sue Grose, Geoff Herbert, George Marcall

Co-opted Committee Members: Noel Isaacs, Andrew Shephard, 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 Holt. The Chair welcomed back co-opted members Noel Isaacs and Andrew Shephard.

2) Declarations of Interest in items on the Agenda.

Noel Isaac and Andrew Shephard declared an interest in Item 5. 2023/2880. They will remain in the meeting as co-opted members they do not vote.

3) Confirm the minutes of the 5th October 2023 Planning Committee meeting.

It was noted in Item 11. The Old Capital Caffe should read Caffe Capital. The minutes of the previous meeting were amended, approved and signed by the Chair.

Proposed Cllr Swift and seconded Cllr Grose. Agreed by majority 5 for and 1 abstention.

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

It was agreed all actions had been completed.

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

No matters were raised.

6) Review Applications and Appeals decided since last meeting and agree any action required. (Item 6. Appendices A, B and C)

The Chair thanked Cllr Bray and Noel Isaacs for their work on the attached documents.

It was reported Cllr Bray had circulated his report detailing the Applications and Appeals decided since the last meeting. It was noted in Item 6. 2023/2497 the application for a carport canopy had been declined in line with the recommendation from the CPC Planning Committee.

7) To comment on the proposed modifications to the Village Design Statement. (Item 7. Appendix D)

Cllr Herbert reported he would start work on bringing the Village Design Statement in line with the new Elmbridge Borough Council (EBC) Design Code in January. It should remain an Agenda item on the Council Agenda moving forward. It was noted that Government policy changes had been included in the EBC Design Code and that these also needed to be reflected in the Village Design Statement. It was reported Claygate Can Do Better (CCDB) will be consulted.

It was agreed a briefing document should be prepared and submitted to Council by Cllr Herbert detailing what needs to be done and what assistance would be required.

7. Action 1: To prepare and submit a briefing document to Council by Cllr Herbert detailing what needs to be done and what assistance would be required.

Cllr Collon thanked Cllr Herbert and Noel Isaacs for their work producing the original document. Noel Isaacs reported the historical information had been sourced from several published books. It was noted the original questionnaire remains valid so it would be worth putting the questions out again, although updated demographics should be sourced. It was agreed Claygate Village Association should be included in the initial drafting of the new document.

Proposed Cllr Marcall and seconded Cllr Swift. Agreed unanimously.

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: 3rd November, 10th November, 17th November, 24th November

Application Number	Address	Proposal	Ward	Details	Result
2023/2692	50 Stevens Lane Claygate Esher Surrey KT10 0TT	Part two/part single-storey front extension, partial conversion of garage into living space and alterations to fenestration.	Claygate Ward	View Details	No objection, no comment. Proposed Cllr Grose and seconded Cllr Marcall. Agreed Unanimously
2023/2892	15 Blakeden Drive Claygate Esher Surrey KT10 0JR	First floor side infill extension	Claygate Ward	View Details	Objection - Something Different. Proposed Cllr Swift and seconded Cllr Grose. Agreed unanimously

2023/2894	Tiara 29 Ruxley Ridge Claygate Esher Surrey KT10 0HZ	Confirmation of Compliance with Condition 5 (Tree pre- commencement meeting) of planning permission 2023/1224.	Claygate Ward	View Details	Confirmation of compliance.
2023/2905	17 Langbourne Way Claygate Esher Surrey KT10 0DZ	Roof extension incorporating rear dormer window, first-floor side extension, single-storey rear extension and rooflights following demolition of existing conservatory.	Claygate Ward	View Details	It was noted the dormer window seemed bulky and out of place with the look of the road. No objection, no comment. Proposed Swift and seconded Cllr Grose. Agreed unanimously
2023/2980	59 Foley Road Claygate Esher Surrey KT10 0LU	Claygate Foley Estate Conservation Area: Crown reduce 1 x Yew.	Claygate Ward	View Details	T.P.O. Conservation It was noted we had not received a report from the Tree Wardens.
2023/2945	Manor Cottage Woodstock Lane South Claygate Esher Surrey KT10 0TA	Front and rear rooflights, first- floor side juliet balcony and alterations to fenestration.	Claygate Ward	View Details	No objection, no comment. Proposed Cllr Marcall and seconded Cllr Bray. Agreed unanimously.
2023/2947	14 Telegraph Lane Claygate Esher Surrey KT10 0DU	Part two/part single-storey rear/side extension, hip-to-gable roof extension incorporating increase in ridge height, rear dormer window, front rooflights and alterations to existing outbuilding.	Claygate Ward	View Details	Objection. Concern over raised ridge height with the pair of semis becoming unbalanced. Proposed Cllr Swift and seconded Cllr Grose. Agreed by majority 5 for and 1 abstention.
2023/2981	16 Stevens Lane Claygate Esher Surrey KT10 0TE	Variation of Condition: 2 (Approved Plans) and 3 (Materials) of planning permission 2023/2981 (Variation of Condition) to revise the external appearance with new materials.	Claygate Ward	View Details	No objection, no comment. Proposed Cllr Swift and seconded Cllr Collon. Agreed unanimously.

2023/2880	4 Littleworth Road Esher Surrey KT10 9FP	Variation of Condition 2 (Approved Plans) of planning permission 2022/2395 (Variation of Conditions 2, 7 and 25) of Planning Permission 2022/1827 to increase size of private terraces on third floor in South Block, provide additional window, change window to door and minor changes to apartment layouts.	Claygate Ward	View Details	Objection. 1. Change of use from the original green design concept. 2. Environmental Antisocial Impact, with noise effecting neighbours 3. Biodiversity 4. Potential for overlooking. Proposed Cllr Swift and seconded Cllr Marcall. Agreed by majority vote 6 for and 1 abstention (Item 8 Appendix E)
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9) Receive a report on EBC’s East Area Sub Committee Meeting and agree any action required.

It was reported the next meeting will take place on the 8th January 2024. Applications for discussion are circulated 1 week before the meeting.

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

No report was made.

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

It was reported that EBC licencing department had agreed with the CPC Planning Committee’s view that the alcohol licence for Caffé Capital should be subject to Challenge 25 rule not Challenge 21 and they will take that into consideration at the next licencing review.

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

Cllr Marcall reported a demolition date of 4th December had been set to tear down the garages at the Caerleon, Ruxley Heights however this had been postponed as both the Gas and Electric had not been disconnected. A new date will be set for the beginning of January.

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

No action required

14) Matters for information purposes only.

It was confirmed that a proposal to maintain the current £3,000 budget for the Planning Committee should be put forward to Council

14. Action 2: The Clerk to include the £3,000 budget line for the Planning Committee in the Budget 2024/5 report to Council.

15) Date of the next meeting

7.30pm Thursday 11th January 2024 in the Small Hall, Claygate Village Hall.

Meeting close 8.45pm

Chairman.....

Date.....