



DRAFT MINUTES

PLANNING COMMITTEE MEETING 13th JULY 2023 at 7.30pm at the Village Hall.

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

1. **Apologies for absence**

Cllrs Holt, Moon and Twells sent their apologies in advance.

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

Cllr Collon declared a proximity interest in 2023/1301 and would leave the meeting when this was discussed.

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

Adoption of the Minutes was proposed by Cllr Swift, seconded by Cllr. Bray. The Committee Resolved to Approve the minutes.

4. **Confirm the minutes of the 15th June 2023 Planning Committee meeting.**

Adoption of the corrected Minutes was proposed by Cllr. Swift, seconded by Cllr. Bray and agreed unanimously. The Committee Resolved to Approve the Minutes.

5. **Consideration of Application 2023/1542**

Cllr Swift proposed that the above application be considered at this time as the applicant was present. Seconded by Cllr Marcall.

The Applicant apologized to the Committee for having to submit a retrospective application. The Applicant outlined the need for the building as the space was required during Covid for schooling and a home office. The Applicant stated that six of her neighbours had no objections to the application.

The Committee Resolved that they had NO OBJECTION to the Application and NO COMMENTS.

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

The Committee agreed to put the matter on the Agenda for the Planning Meeting to be held on the 10th August 2023.

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

No correspondence has been received.

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

The Committee noted Cllr. Bray's report.

Application No	Address	Proposal	Comments
2023/1746	16 Stevens Lane. Claygate KT10 0TE	Tree Preservation order EL 02/14Crown lift 1 x oak(T1	No Comment.
2023/1801	The Vicarage, Church Road KT10 0JP	Claygate village Conservation area – various works to various trees.	No Comment.
2023/1488	1 Beaconsfield Gardens Claygate KT100PX	Variation of condition 2 (Approved Plans)and 3 (Materials of planning permission 2022/0166 (Rear extension and rear decking) to remove promenade roof and change materials of decking and balustrade.	No Comment.
2023/1542	23 Dalmore Gardens, Claygate KT10 0HQ	Retrospective application for a single storey rear building.	No comment and no objection.
2023/1301	Station House, The Parade, Claygate KT10 0PB	Change of use from Residential(C3) to1 large house in multiple occupancy (HMO), (Sui Generis) with associated works including refuse store, cycle racks and alterations to fenestration following demolition of external store.	Objection Traffic and Parking There will be a significant increase in parking on the roads outside and around the development which will restrict parking for visitors and residents to existing properties. Loss of residential Amenity The number of people and visitors to the property will increase significantly the noise from the building, noise from the very small garden area, noise from residents and visitors entering and leaving the premises.

			<p>Overlooking – the change to a HMO will reduce the privacy of the surrounding property and there will be a significant amount of “overlooking”.</p> <p>Design Issues</p> <p>The change from a residential building to a HMO on the scale outlined in the plans is out of character in terms of appearance and use with other properties in the vicinity.</p> <p>Not complying with guidance:</p> <p>There is no reference to any site management (which is a key aspect of Management of HMO)</p> <p>There is no evidence of any experience or proven site management in regards to HMO</p> <p>Lack of communal space which is a recommendation for HMO.</p> <p>Overcrowding.</p> <p>Trees should not be removed and a land structure assessment is required.</p>
2023/1541	15 Ruxley Ridge, Claygate KT10 0HZ	First floor side extension and alterations to fenestration.	No Objection and No Comment.
2023/1476	46 Foxwarren Claygate	Single storey rear extension following	No Objection and No Comment.

	KT10 0JZ	demolition of existing rear conservatory and shed.	
2023/1474	5 St Leonards Road, Claygate KT10 0EL	Replace roof of existing conservatory from pitched to flat roof with parapet wall and alterations to fenestration.	No Objection and No Comment.
2023/1355	15 Derwent Close, Claygate KT10 0RF	Single storey rear and side extensions, conversion of garage into living space, front porch and alterations to fenestration.	No Objection and No Comment.
2023/1411	18 Albany Crescent, Claygate KT10 0PF	Part two/part single storey side / rear extension, single storey rear extensions, first floor rear extension, rear balcony and single storey rear outbuilding following partial demolition of existing house	No Objection and No comment.
2023/1415	3 Ruxley Ridge, Claygate, KT10 0HZ	First floor side extensions, conversion of garage into living space, front porch and alterations to fenestration.	No Objection and No Comment.
2023/1592	Norrington Farm Vale Road, Claygate KT10 0NN	Prior Approval Schedule 2, Part 3 Class Q; Change of use from Agricultural to Residential (C3) and associated building operations to form one dwelling.	No Objection and No Comment.
2023/1407	7 Fisherdene, Claygate KT10 0HT	Part single/part first floor storey front extension, flat roof over front projection and alterations to fenestration.	No Objection and No Comment.

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

No action for CPC.

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

No items for CPC.

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 Marcall outlined the problems associated with a property on Ruxley Heights called Caerleon Close.

Youths are breaking into the property and are at risk of injuring themselves. They are committing criminal damage.

Cllr Grose stated that she is of the view that this is not a matter for the parish council and will consult with the Locum Clerk as to an appropriate response.

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

Cllr Grose stated the key issue facing the Council is the issue surrounding the M&S proposal regarding the development of the Car Park. A public meeting has been organised and a meeting is planned to take place with Mr. Ray Lee, an officer at Elmbridge Borough Council to discuss this matter.

Also, a meeting has been arranged with the developers of the site and the parish council members.

16. Matters for information purposes only.

None

17. Date of the next meeting

10th August 2023 at 7.30pm.

The meeting closed at 9pm

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

Date.....