



Caring for Claygate Village

DRAFT

PLANNING COMMITTEE MEETING held at 7.30pm on Thursday 25th February 2021 via Zoom.

Councillors: Geoff Herbert (Chairman of the Committee), Michelle Woodward, Xingang Wang
Co-opted Members: John Bamford
In attendance: Sally Harman (Parish Clerk & RFO), 2 x members of the public

1. **Apologies for absence**

Cllr Lesser & Cllr Swift sent their apologies in advance of the meeting.

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 and John Bamford declared they knew the owner of planning application 2020/3556

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 (28th January 2021).**

The minutes of the meeting on the 28th January 2021 were agreed by the remaining Cllrs.

AP103 Cllr Herbert to sign and drop to Clerk.

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

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

AP87 In addition to AP80 MS to ask the planning consultant for a cost of a meeting between her and the Planning Inspector if required during the year 21/22. **ON HOLD**

AP96 GH to sign the minutes of 5th Jan and drop round to Clerk. **DONE**

AP97 Clerk to circulate final response submission to National Consultation Supporting Housing Delivery and Public Service Infrastructure to the Planning Committee. **DONE**

AP98 Clerk to check whether building sites can still operate under the new COVID-19 Regulations. **DONE** Temporarily amended planning restrictions on construction working hours are in place until the 1st April 2021.

AP99 Clerk to request EBC move current CPC comment on their website to the correct place **DONE** Request went in and they have posted that request in the correct place.

AP100 Cllr Swift to send prior work on public speaking policy from prior Clerk to current Clerk. Clerk didn't receive. **REMOVE**

AP101 Clerk to prepare a one pager for public speakers citing rules on 3 minute speaking length, privacy policy requirements and links to planning process and planning remit to be sent out to members of the public wanting to speak at Planning Committee meetings going forth. **DONE** Cover under agenda item 17.

AP102 Clerk to action website link amend on Planning Process. **DONE** Cover under agenda Item 17.

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

In addition to correspondence shared within APs and further down the agenda the Clerk received and circulated an invitation to the Elmbridge Planning Users Group on Monday 8th March 2021 for those involved in planning.

AP104 Cllrs to advise the Clerk if they will attend.

The Clerk also received a 14 day re-consultation letter on 2020/1902 - Land North of Dove Place Holroyd Road Claygate Esher KT10 0LD. The Committee agreed to cover off under agenda item 7.

The Clerk had received an update from EBC Planning on 2020/2095 - 4 Littleworth Road, Esher. Currently there are outstanding matters with regards to flood risk that the Environment Agency have requested additional information on and that has resulted in a delay in the determination of the application. It is not clear exactly when the application will come before the EBC Planning Committee as it depends on when the EA accepts the additional information. They are hopefully it will be in the next few months.

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

A report from John Bamford was circulated prior to the meeting (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>
2020/3556	2B Torrington Close Claygate Esher Surrey KT10 0SB	Tree Preservation Order EL:97/28 - Cyclical works of pollarding to a height of 5-6m.	No objection
2020/3603	3 Woodbourne Drive Claygate Esher Surrey KT10 0DR	Single-storey rear extension and alterations to fenestration following demolition of existing rear projection.	No objection, no comment
2020/0572	4 Stevens Lane Claygate Esher Surrey KT10 0TE	Tree Preservation Order EL: 02/14 - Fell 1 x Silver Birch.	No objection
2020/3604	3 Woodbourne Drive Claygate Esher KT10 0DR	Two-storey side extension and alterations to fenestration following demolition of existing side/rear projection and removal of existing roof light.	No objection, no comment
2021/0011	81 Coverts Road Claygate Esher Surrey KT10 0LL	Vehicular access.	LDC No comment
2021/0018	7 Old Claygate Lane Claygate Esher Surrey KT10 0ER	Single-storey side infill extension.	LDC No comment

2021/0001	Elm Cottage The Causeway Claygate Esher Surrey KT10 ONE	Single-storey rear outbuilding.	No objection with 2 comments: - 1/ CPC would like reassurance that the large tree located right next to the planned outbuilding will not be affected by any foundations put in place. 2/ CPC note that the outbuilding proposed is in very close proximity to 26 Blakeden Drive.
2020/3138	Hillside Mountview Road Claygate Esher Surrey KT10 0UD	Alterations to fenestration.	LDC No Comment
2021/0021	Land Adjacent To 4 And 5 Thorne Close Claygate Esher Surrey KT10 OHE	Tree Preservation Order: EL:89/25 - Various works to 3 x Sycamore trees.	T1 Sycamore - Objection. This would be equivalent to felling the tree which is a fine healthy specimen. T2 Sycamore – Objection. This is also a healthy specimen. T3 - No objection
2021/0060	8 Meadow Road Claygate Esher Surrey KT10 ORZ	Single-storey rear extension and alterations to fenestration.	LDC No Comment
2021/0160	16 Stevens Lane Claygate Esher Surrey KT10 OTE	Detached two-storey house with rooms in the roof space and a pair of semi-detached two-storey houses one with rooms in the roof space, new access and associated parking, following demolition of existing house.	No objection with 3 comments: - 1/ CPC is concerned over the proposal to fell 7 of the 13 trees on the site plot and queries whether the level of felling is necessary. 2/ CPC queries whether restrictions are required to ensure that no proposed Juliet Balcony at the front of the proposed dwellings can be subsequently converted. 3/ CPC note that this is a large development for the plot and query whether it's permitted development rights should be removed to prevent future overdevelopment of the site.
2021/0117	16 Lower Wood Road Claygate Esher Surrey KT10 OEU	Retrospective Variation of Condition 3 (Materials) of planning permission 2019/3087 (Extensions) to allow the extensions to be rendered.	No Comment
2021/0212	Briarwood The Causeway Claygate Esher Surrey KT10 ONE	Conversion of garage into living space with external alterations.	No objection, No comment

2021/0361	Holy Trinity Church Church Road Claygate Esher Surrey KT10 0JP	Claygate Conservation Area - Works to various trees.	No objection
2021/0108	Foley House 5 Ruxley Towers Ruxley Ridge Claygate Esher Surrey KT10 0HA	Single-storey rear infill extension and roof extension incorporating roof lantern and parapet wall.	No objection, no comment
2021/0067	7 Torrington Road Claygate Esher Surrey KT10 0SA	Single-storey side/rear extension, front porch and alterations to fenestration following demolition of existing attached garage.	No objection, no comment
2021/0194	Keepers Cottage Common Lane Claygate Esher Surrey KT10 0HY	Single-storey side extensions, single-storey rear extension, single-storey front extension and single-storey outbuilding following partial demolition of existing house and garage.	LDC No comment
2021/0103	1 Tower Gardens Claygate Esher Surrey KT10 0HB	Single-storey rear extension following demolition of existing conservatory.	No objection, no comment
2020/3575	Nyumbani Ruxley Crescent Claygate Esher Surrey KT10 0TZ	Variation of Condition 2 (Approved Plans) of planning permission 2019/1258 (two detached houses) for the addition of side and rear dormer windows, side roof lights and alterations to fenestration and finish.	No objection, no comment
2021/0151	46 Vale Road Claygate Esher Surrey KT10 0NJ	Single-storey side extension.	LDC No comment
2021/0190	61 Foley Road Claygate Esher Surrey KT10 0LY	Single-storey rear outbuilding.	LDC No comment
2021/0198	30 Red Lane Claygate Esher Surrey KT10 0ES	Single-storey rear extension, single-storey front extension to existing garage, first-floor side extension, front porch and alterations to fenestration.	No objection, no comment.
2020/1901	14 day Re-consultation - Land North of Dove Place Holroyd Road Claygate Esher KT10 0LD	Retrospective application for hardstanding.	It was unanimously agreed that a further response over and above what CPC had already submitted was not required.

8. East Area Sub Committee Meeting report.

Nothing to report.

9. **EBC Planning Committee Meeting report**

Nothing to report.

10. **Licensing Applications in Claygate.**

Nothing to report.

11. **Compliance issues**

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

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

No further update at this time.

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

The Clerk circulated an update from RBK Strategic Planning Team ahead of the meeting. LDS is being taken to CHEP Committee on 17th March 2021. The intention is to undertake further engagement on the New Local Plan after the Mayoral elections in the Spring/Summer.

14. **Torrington Lodge Car Park - EBC Potential Residential Housing Project**

No further update at this time.

15. **To review the Draft South London Waste Plan and determine if any further action is required.**

The Draft South London Waste Plan 2021-2036 sets out the Councils' strategy for waste management and waste facilities across the four boroughs. Boroughs of Croydon, Merton, Kingston upon Thames and Sutton have submitted the Draft South London Waste Plan to the Secretary of State for Housing, Communities and Local Government on 19 January 2021 for independent examination. The Draft South London Waste Plan will now be examined by the Planning Inspectorate.

CPC agreed that no further action was required at this stage.

16. **To determine if the Parish Council should input to the Government's Consultation 'National Planning Policy Framework and National Model Design Code' review a proposed draft and finalise a response (Closes 27th March).**

The Chairman of the Committee noted that he had been drafting a proposed response for the Committee to review.

AP105 Cllr Herbert to circulate proposed response to the Committee so members can submit any further comments or amends before it goes to the CPC on the 11th March. Clerk to add to CPC 11th March agenda.

17. **To approve the Planning Committee Public Speaking Document.**

The Clerk circulated a Planning Process and Public Speaking Document proposal to Cllrs ahead of the meeting. A number of amends were proposed by the Committee.

It was unanimously agreed to action the proposed amends and adopt the new Planning Process and Public Speaking Document (Appendix B).
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AP106 Clerk to make amends, circulate to Cllrs and upload to the CPC website.

AP107 Cllr Herbert to update the Parish Council at the 11th March meeting.

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

It was agreed that an article was required on the response to the various National Planning Consultations that had taken place over the last 6 months. It was noted that an update on Courier timings was expected at the 11th March Parish Council Meeting.

19. Matters for information purposes only.

The Clerk updated the Committee that SCC had confirmed that the bench reinstatement outside the Old Bank was still in progress.

20. Date of the next meeting 25th March 2021

Meeting closed: - 20h33

Reserve may be required for the next meeting: -Cllr Marques.

Signed:

Dated:

Appendix A
Report on Planning Applications Decided since the Last Planning Meeting

Applications Refused by Elmbridge Borough Council (EBC)

One LDC for technical reasons

Other Noteworthy Applications Decided: -

None

Appeals Lodged

2020/2467 2 Foxwarren Claygate Esher Surrey KT10 0LB
Single-storey side and rear extensions and front porch.

EBC Refused on the grounds that “The proposed single storey side and rear extension by virtue of its siting along the boundary and excessive depth and height would result in a dominant, unsympathetic and incongruous form of development that would be harmful to the overall character and appearance of the host dwelling and the street scene”.

Appellant appealed stating:

- In street scape terms this is a visually weak area which is often fully parked and is determinantal the character of the street. Elsewhere the houses have a conventional front elevation relationship with the road.
- The extension is designed to pick up the scale and character of the house. It will replace the visually weak side timber fence and form a secure boundary to the street that will be easy to maintain by being in brickwork.
- The character of his end of Foxwarren is different from the main stretch of the road. It reads as a group of houses which face the turning area, and its weak point is the existing boundary of number 2 which detracts from the general character. The extensions will be an improvement and make a more definitive visual statement by carrying the built street frontage to the end boundary of the tuning area to match the house frontages opposite and ‘turn the corner’ rather than just present a back-fence look and thereby enhance the immediate area.
- There was no site visit from the premises.

Appeals Decided

None

No CIL is due on Planning Applications decided since the last Planning Meeting.

CLAYGATE PARISH COUNCIL PLANNING PROCESS AND PUBLIC SPEAKING DOCUMENT

- The Parish Council Planning Committee meets every 4 weeks to consider applications in the previous 4 week period.
- The Planning Committee operates to the Planning Remit which can be found here: - [Claygate Parish Council - Planning Committee Remit](#).
- These meetings are open to all members of the public and residents are welcome to attend whether or not there is a planning application which affects you.
- If a resident wishes to make representation to the Planning Committee regarding an application they should contact the Clerk before 11am on the day of the meeting to book a 3 minute speaking slot. Please ensure you have read our Privacy Policy which can be found here: - [Claygate Parish Council - Policies](#). You will need to confirm back to the Clerk that you are happy with it and that your personal details can be shared with the Chairman of the Planning Committee.
- All representations on planning applications, whether written or in person, must relate to planning guidelines. For example, height, density, massing of the propose building etc.
- When making a written representation (either by letter or email) to Elmbridge Borough Council (EBC) a copy to the Parish Council is useful. Your comments may draw attention to an aspect of an application not obvious from the information available to the Parish Council.
- Most applications are decided by EBC Planning Officers. If residents wish to have it heard in front of either EBC East Area Planning Sub Committee or EBC Planning Committee, they will need at least 15 letters of representation from different addresses. Alternatively, they can speak to their Ward Borough Councillor who may be able to raise it to either the East Area Planning Subcommittee or EBC Planning Committee. Planning applications of smaller dwellings, less than 10, are heard by EBC East Area Sub Committee whilst dwellings of more than 10 are decided by the EBC Planning Committee.
- If you wish to address the Ward Borough Councillors at EBC East Area Sub Committee you will need to inform the Planning Department.
- If you wish to look up a submitted plan (or check whether one has been submitted) please click on the following link: - [Elmbridge Borough Council - Planning](#) and search 'planning applications'.