



## Caring for Claygate Village

### DRAFT MINUTES

### PLANNING COMMITTEE MEETING held at 7.30pm on Thursday 8<sup>th</sup> September at Treetops Room, Claygate Pavilion.

Present: -

Chair of the Committee: ` Michelle Woodward  
Committee Member Councillors: Brian Rawson, Sue Grose, Geoff Herbert, Gil Bray,  
Mark Sugden,  
Co-opted members: Michael Collon  
In attendance: Sally Harman (Parish Clerk & RFO)

Cllr Woodward announced the sad passing of Her Majesty the Queen and Cllrs participated in a minute's silence in her honour.

The Committee noted that the Clerk & Chair of the Parish Council had taken guidance from NALC and SALC in light of the Queen's passing and that the meeting would solely focus on essential items of business.

Under Standing Orders 10 vi) the Chair proposed a motion to only action agenda items 1,2,3,7 and 9 in that order and then for the meeting to close. The motion was **unanimously agreed**.

#### 1. Apologies for absence

Cllr Wang, Cllr Swift and John Bamford had 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 in items on the agenda.

Cllr Sugden noted that he was also a Surrey County Councillor. He had no interests in items on the agenda in his role as Surrey County Councillor but if there were Highway matters they can be referred to the County Council and he may be consulted. All Cllrs noted that they knew the owner of 2022/2293 17 Dalmore Avenue.

2.2 To note written requests for dispensations received 7 days prior to the meeting:

None

2.3 To note decisions made on any dispensation requests noted in agenda item 2.2:

None

#### 3. Minutes of the last meeting (11<sup>th</sup> August 2022)

It was **unanimously agreed** that the 11<sup>th</sup> August Planning Committee minutes be approved with 1 amend as follows: - Last line of the box of item 3 add quote closure symbol "... chose not to vote",

Cllr Woodward signed the 11<sup>th</sup> August Planning Committee minutes, witnessed by the Clerk.

#### 7 Applications from Elmbridge Borough Council Weekly Lists

(<https://www.elmbridge.gov.uk/planning>) including confirmation of comments sent to EBC: -

w/e 12<sup>th</sup> August, 19<sup>th</sup> August, 26<sup>th</sup> August, 2<sup>nd</sup> September

Application Number	Address	Proposal	Claygate Parish Council Response
2022/2265	153 Coverts Road Claygate Surrey KT10 0LE	Part two/part single-storey rear extension, first-floor front bay window with pitched roof above following demolition of existing conservatory.	No Objection, No Comment  Unanimously agreed
2022/2307	58A The Roundway Claygate Esher Surrey KT10 0DW	Variation of Condition: 4 (Obscure glazing) of planning permission 2020/1084 (New dwelling) to add dormer windows with obscured glass to east elevation, flat rooflight repositioned and alterations to ground-floor fenestration following removal of rooflights.	No Objection, No Comment  Unanimously agreed
2022/2128	12 Langbourne Way Claygate Esher Surrey KT10 0DZ	Two-storey side/rear extension, single-storey outbuilding, alterations to fenestration and removal of chimney stack following demolition of existing garage.	Objection with Comment. It is considered that the two storey extension to the main building will create a terracing effect contrary to DM2 and CS17. The Parish Council is also concerned about the proposal to develop the annex at the bottom of the garden and assumes that a non-residential condition will be attached to any permission granted.  Unanimously agreed.
<i>20h42 Cllr Grose entered the meeting</i>			
2022/2473	37 Beaconsfield Road Claygate Esher Surrey KT10 0PN	Tree Preservation Order EL:19/48 - Prune between 10% and 20% of branches between 3-5 meters high 1 x Oak.	Objection with Comment. The application does not contain sufficient information to make an objective decision. We request an Arborist's report in accordance with DM6.  Majority agreed. 1 Cllr abstained.

2022/2481	9 Langbourne Way Claygate Esher Surrey KT10 0DZ	Rear dormer windows and front rooflights following removal of chimney.	<p>Cllr Grose declared an interest and as such did not participate in the discussion.</p> <p>No Objection with Comment. Claygate Parish Council note that if the front facing rooflights were approved, 9 Langbourne Way would be the only house in the close with such a feature. The Parish Council asks the Case Officer to consider the street scene effect.</p> <p>Majority agreed, 1 Cllr abstained.</p>
2022/2051	21 Langbourne Way Claygate Esher Surrey KT10 0DZ	Single-storey rear extension and alteration and extension to an existing chimney stack.	<p>No Objection with Comment. Claygate Parish Council trust that the case officer will give full weight to the objector's comments.</p> <p>Unanimously Agreed.</p>
<i>19h50 The Clerk left the room and it was unanimously agreed that Cllr Woodward take over writing the minutes.</i>			
2022/2447	17 Dalmore Avenue Claygate Esher Surrey KT10 0HQ	Side air-conditioning condenser unit.	<p>No Objection with Comment. Claygate Parish council is concerned that such policies that exist are applied rigorously and that consideration is given to neighbouring properties particularly regarding noise pollution at night</p> <p>Unanimously agreed.</p>
<i>20h02 The Clerk returned to the room and her duties including minute taking.</i>			
2022/1594	15 Forge Drive Claygate Esher Surrey KT10 0HR	Two-storey front extension incorporating front dormer window, part two/part single-storey rear extension, conversion of garage into living space and alterations to fenestration.	<p>No Objection, No Comment</p> <p>Unanimously agreed.</p>
2022/2527	22 The Parade Claygate Esher Surrey KT10 0NU	Extractor unit at rear.	<p>No Objection with Comment. This shop currently has an A1 use class. An extractor fan suggests that it is intended to use the shop to cook hot food. If this is the case an application for change of use would be necessary and this might raise wider concerns. We suggest that the Planning Authority should ask the applicant whether they will be seeking a change of use.</p>

			Unanimously agreed.
2022/2562	Claygate Tennis Club Torrington Close Claygate Esher Surrey KT10 0SB	Tree Preservation Order EL:11/23 - Reduce branches and thin epicormic growth 1 x Oak.	No Objection, No Comment. Unanimously agreed.
2022/2676	28 Lower Wood Road Claygate Surrey KT10 0EU	Part two/part single-storey rear/side extension, front porch and alterations to fenestration following partial demolition of existing house and garage.	No Objection, No Comment. Unanimously agreed.
2022/2424	33 Hare Lane Claygate Esher Surrey KT10 9BT	Replacement of garage roof.	No Objection, No Comment. Unanimously agreed.
2022/2489	Fig Tree House 131 Coverts Road Claygate Esher Surrey KT10 0LE	Single-storey rear extension.	No Objection, No Comment. Unanimously agreed.
2022/2560	25 Foley Road Claygate Esher Surrey KT10 0LU	Single-storey rear extension and hip-to-gable roof extension incorporating rear dormer window, cycle store and alterations and fenestration following demolition of rear roof window and detached garage.	No Objection, No Comment. Unanimously agreed.
2022/2641	65 Foley Road Claygate Esher Surrey KT10 0LY	Non-Material Amendments to planning permission 2021/3088 to include new oriel box window to rear extension and roof lantern changed to flat rooflight.	No Comment. Unanimously agreed.
2022/2564	29 Claremont Road Claygate Esher Surrey KT10 0PL	Tree Preservation Order EL:11/37 - Crown lift and crown reduce 1 x Oak.	No Objection. Unanimously agreed.
2022/2120	10 Glenavon Close	Ground-floor side and rear extension, new roof incorporating front and rear dormer windows and side dormer windows and rooflights following demolition of garage and removal of existing roof.	No Objection, No Comment. Unanimously agreed.

Councillors noted Appeal Notice 2022/0384 Land Adjacent to 14 Elm Road Claygate KT100EH had been received and unanimously agreed that they had no further comments to make.

20h15 Cllr Sugden left the meeting.

**9 EBC Planning Committee Meeting Report.**

The Clerk had circulated an email from John Bamford to Cllrs ahead of the meeting. It noted that this week's EBC Planning Committee held on the 6<sup>th</sup> September 2022 had contained an agenda item that could impact the decision making process for CPC as well as the number of occasions residents wish to speak at CPC Planning Meetings. EBC Cllrs were asked to vote on 2 Options for how publication of representations on planning Applications would be processed going forth: -

- Option 1: Involves redaction of names and addresses for all comments from residents submitted to EBC. CPC would no longer be able to see whether comments arise from neighbours or anyone else. All public comments would be removed from the EBC website once a decision has been made. It also implies that submissions from CPC where CPC is not listed as a Consultee may be removed from the website once a decision has been made
- Option 2: Involves all public comments on Planning Applications being made available to the Case Officer, but not on the EBC Planning Portal. CPC would no longer see objections or observations. It may result in CPC submissions not being shown on the EBC Planning Portal when CPC is not listed as a Consultee. Finally, it may result in an increase in the number of occasions that residents wish to speak at Planning Meetings who would also be unaware if others had made comments or objections.

20h18 Cllr Sugden returned to the meeting.

The Committee noted that at the 6<sup>th</sup> September 2022 EBC Planning Committee, EBC Cllrs had voted for Option 2 and that the EBC Planning Department had announced that the next step would be to have a Public Consultation to confirm that this is a change they are making, rather than to seek comments on proposed changes.

It was **unanimously agreed** that the Clerk write to the EBC Head of Planning noting the following: CPC are a statutory consultee and part of the formal decision making process for Planning Applications in Claygate. CPC have noted the debate held at the EBC Planning Committee on the 6<sup>th</sup> September regarding the proposed change to the publication of representations on Planning Applications and the conclusion reached. CPC ask the following: -

- What the implications for CPC?
- Given Case Officers and EBC Cllrs will still see material CPC's expectation is that Planning Committee members will also have visibility.
- When will the Consultation on Option 2 take place and what will the nature of it be?
- Request examples of how other Parish Councils work with Borough Councils where Borough Councils have adopted the Option 2 approach.

**AP20** Clerk to write to Kim Tagliarini, EBC Head of Planning.

**16. Date of the next meeting 6<sup>th</sup> October 2022.**

Meeting closed 20h32

**Signed:**

**Dated:**

