

**DRAFT**  
**Minutes of the Extraordinary Meeting of the Parish Council**  
**held on Thursday 22<sup>nd</sup> August 2019**  
**at 7.30 pm in the Committee Room, Claygate Village Hall**

**Present:**                    **Chairman:**     Mark Sugden  
                                  **Councillors:**   Jo Collon, Janet Swift, Geoff Herbert, and Michelle Woodward.

**In attendance:**     Parish Clerk & RFO: Shirley Round  
                                  1 Member of the public:

- 59/1     **To accept apologies for absence**  
Apology received from Cllrs Anthony Marques, Brian Rawson and Xingang Wang.
- 60/2.    **To receive declarations of interest in items on the agenda**  
There were no disclosures of interest in items on the agenda.
- 61/3     **To confirm the minutes of the Parish Council meeting held on 18<sup>th</sup> July 2019.**  
The minutes of the meeting on 18<sup>th</sup> July 2019, had been circulated, were approved and signed by the Chairman.
- 62/4     **To report on the actioning of items from previous minutes and decide any action arising.**  
It was unanimously agreed to defer this item to the next Council meeting on the 19<sup>th</sup> September. None of the Action Points related to this meeting.
- 63/5     **To consider the expenditure of up to £7,500 to seek the advice of a Planning Consultant prior to agreeing the Parish Council's submission on the Elmbridge Borough Council's Draft Local Plan Review.**  
The full Elmbridge Borough Council New Local Plan – draft options consultation 2019 document had been made available on the 19<sup>th</sup> August and was circulated to all Councillors. The consultation period runs until 30<sup>th</sup> September. A proposed Plan will be prepared after the consultation in January/February for representations and will then be passed to the Planning Inspectorate for consideration.

In order to assist both the Parish Council and local residents to complete the questionnaire on the consultation document it was proposed the Parish Council employ the services of a Planning Consultant. The Consultant, Philippa Jarvis, had been engaged on behalf of the Parish Council on the Green Belt (40 acre field) application in 2016 and has also been involved with reviewing a Local Plan for a Parish Council in Essex.

Ms Jarvis will be asked to look at key evidence based documents. She will look at Options 1-5, make site visits, attend the Public Meeting on the 4<sup>th</sup> September and provide briefing notes.

The meeting agreed to request the subsequent Planning Committee to reiterate its remit opposing Green Development and to look more closely at the question of urban sites.

The Parish Council **unanimously agreed** to approve up to £7,500 to engage a Planning Consultant (as above) to be funded from a Professional Fees budget.

- 64/6     **To consider paying for social media support to keep residents up to date with the progress of the EBC Local Plan.**  
The Councillors agreed the need for a Facebook account for this purpose and funds from the Communications budget could be used for this purpose.

**65/7 Matters for information purposes only.**

a) A Village Meeting has been arranged on Wednesday 4<sup>th</sup> September at the Community Day Centre, Elm Road, 7.30pm to inform residents of the Plan Options and answer questions. The Centre has been booked. A projector and screen are available.

b) The Chairman agreed to produce a 2-sided, A5 leaflet for distribution in the village advertising the Village Meeting and highlighting the Options and the need to complete the questionnaire by 30<sup>th</sup> September. He intends to enlist the help of volunteer deliverers

**66/8. Date of next meeting**

The next meeting of the Claygate Parish Council will be held on Thursday 19th September 2019, at 7.30 pm, in the Small Village Hall.

Meeting closed at 8.05pm

Signed:

Dated: