These are draft minutes and are subject to approval at the next meeting.

claygate PARISH COUNCIL

caring for Claygate Village

PLANNING COMMITTEE MEETING
8.00pm on Thursday 17 May 2012
Village Hall Committee Room

Minutes.

Present: *Councillors:* Noel Isaacs (*Chairman*), Alex Coomes, Ken Huddart
Co-opted Members:
Parish Clerk: Freda Collins.

As past Chairman of the Parish Council Planning Committee, Cllr Isaacs opened the meeting.

1. Election of Chairman
Cllr Isaacs asked for nominations.
Alex Coomes nominated Noel Isaacs, seconded by Ken Huddart.
There being no other nomination, Noel Isaacs was elected Chairman.

2. Election of Vice-Chairman
Cllr Isaacs asked for nominations.
Noel Isaacs nominated Alex Coomes, seconded by Ken Huddart.
There being no other nomination, Alex Coomes was elected Vice-Chairman.

3. Constitution of the Committee
Susan Harding is the co-opted member. She is willing to stand again. This was agreed by the Committee.

4. Remit & EBC Protocol
The remit & protocol will be circulated to all members and this item deferred until the next meeting.

5. Apologies for Absence
Cllr Shirley Round who was on holiday
Cllr Nick Hayes who was on holiday
Susan Harding who was not able to attend due to pressure of work.
These were accepted.

6. Declarations of Interests
Cllr Huddart declared that he is Acting-Chairman of the Claygate Conservation Areas Advisory Committee.
Cllr Coomes declared that he is also a Borough Councillor.

7. Minutes of last meeting
Two application numbers were omitted from the minutes of the meeting of 26 April 2012:-
i. 47, Telegraph Lane is 2012/1027
ii. 60, Common Road is 2012/1319
The minutes were then approved and signed. Cllr Isaacs was thanked for taking the minutes.

8. Report of actioning of items from previous minutes
None

9. Correspondence
All results were read out.

10. Current applications and Declarations of interest

<u>Applications from Weekly List 17</u>

10.1 **2012/1321 -75, Oaken Lane** *Variation of Condition 1 of permission 209/591 to extend the time limit for a further 3 years.*

No comment
10.2 **2012/1408- land rear of 47-49, Hare Lane –** *CCC: 6 (Contaminated land) of permission 2010/2834*
No comment

10.3 **2012/1460 – 31, Coverts Road –** *detached rear outbuilding with additional room in the roof space following demolition of garage*
We have no objection to the building of an outbuilding/gymnasium, but we note that it could be easily converted into a habitable detached unit, to which we would object. We note that the outbuilding/gymnasium at no 29 Covert Road appears to be in use as separate accommodation and would ask the Officer to check this.

10.4 **2012/1493 – 21, Ruxley Ridge –***part two/part single storey side/rear extension and attached garage at front*
No comment

Applications from Weekly List 18

10.5 **2012/1554 – 6, Hermitage Close –** *first floor rear extension and part two/part single storey side/rear extension following demolition of conservatory*
No comment

10.6 2012/**1581- Rowan Preparatory School, 6 Fitzalan Road–***detached timber garden building*
No comment

10.7 **2012/1585 – 80, Foley Road –***CCC: 3 (Materials) and 5 (Additional tree information) of permission 2011/5210*
No comment

10.8 **2012/1587 – 14, Blakeden Drive-** *two storey side extension, part single/part two storey rear extension and two storey front extension.*
We object to this proposal as it is an overdevelopment of the site and will result in inadequate amenity space for a five-bedroomed house of this size.

10.9 **2012/1601 – 95, Hare Lane–** *single storey side/rear extension*
We are not objecting, but ask the Officer to check the 45° rule to 93.

10.10 **2012/1612 – 3, Woodlands Close –** *LDC: whether permission is required for a proposed single storey rear extension and pitched roof over existing garage following demolition of existing conservatory.*
This proposal seems very large to come under the provisions of an LDC and we ask the Officer to check this.

Applications from Weekly List 19

10.11 **2012/757 – Highfield House, Hillview Road-** *elevated decking and playhouse in rear garden*
No comment

10.12 **2012/1696 – Hare & Hounds PH, The Green-** *CCC: 4 (Landscaping) of permission 2011/7232*
We note that a tree has been felled on the side of the slip road on The Green despite being shown on the plans and we query if permission was granted for action. If no permission was given, we ask for enforcement action.
The plans for this application 2012/1696 on the website do not show the trees in the car park which the Parish Council was assured would be retained. We ask the Officer to check this situation.
When application 2011/7232 was discussed by this Committee, in relation to the trees, we commented:-

> *i. The four hornbeams along the frontage of the property should be marked for retention.*
> *ii. The trees to the right of the property at the border by the neighbouring flats are not shown on the drawings and must be retained.*

We note that the plans on the Elmbridge website do not mention the presence of other trees on the grassed area to the rear of the car park. Claygate Parish Council in November 2011 interpreted this as an intention to remove the trees, and a councillor raised an objection. The manager of the Hare and Hounds gave an assurance that there was no such intention. We would therefore ask that these trees are retained.

10.13 **2012/1704 – 14, Oaken Drive-** *first floor side extension with additional rooms in the roofspace including rear dormer windows and side rooflights.*
We are not objecting, but ask the Officer to verify the boundary clearance as this information is not given on the plans.

11. Report of the East Area Sub Committee
There has been no meeting since the 23 Apr 2012 due to the elections. Cllr Huddart is attending the meeting on 21 May 2012.

12. Licensing Applications
None

13. Enforcement
Cllr Isaacs gave an update:-

i. Horringdon Farm- a report is being prepared to consider whether it would be expedient to take formal enforcement action.
ii. 109, Hare Lane- it was noted that the front downstairs room which is supposed to be for retail use, was being used as an office. Enforcement contacted the owner who states that the office has now been closed.
iii. 2, Oaken Drive- a report is being prepared to consider whether it would be expedient to take formal enforcement action.
iv. The Oaks (Travellers site) - Enforcement were contacted and they have carried out a site visit. They do not intend to pursue this matter, but have contacted the SCC site manager for the site.

14. Neighbourhood Plan
Leslie Underwood and Suzanne Parks of Mole Valley have agreed to attend the village meeting to speak about Neighbourhood Plans.
Cllr Isaacs has suggested that they cover the following topics:

Leslie - Regulations and what needs to be included
Approximate timeline to do/document the Plan
Pros and cons of doing the Plan
Problems that front runners have found
Resources and help available from EBC
Costs involved with producing the Plan (who pays for what/funding sources)

Suzanne- How Bookham got started
Time taken to get to where they are and the number of man hours involved to date
Costs to date and sources of funding
Hurdles they have come across whilst doing the Plan
How far have they got and how much further to go
Lessons to be learnt from their experience

15. Matters for information only
None

16. Date of next meetings

CPC Planning Meeting

Thursday 7 June 2012– Village Hall Committee Room

Elmbridge Sub-Committee

Monday 7.45pm 11 June 2012 -

Public Hearing & Public Inquiries

Outstanding Written Representations

These are draft minutes and are subject to approval at the next meeting.

2011/5545	102, Hare Lane	*flats*
2011/6808	40 Beaconsfield Road	*extension*
2011/6597	Arenella, Mountview Road	*new house*

...……..…Chairman…….Date