



# PIRBRIGHT PARISH COUNCIL

Minutes of the **Annual and May Meeting** of the Parish Council held in the Parish Shop on Tuesday 20<sup>th</sup> May 2008, at 7.30pm. Present were Cllr B. Clinton, Cllr R. Nevins, Cllr M. Jackson, Cllr J. Standing and Lindsay Graham (Clerk).

**1. To Receive Apologies**

Apologies were received from Cllr R. Richmond, Cllr A. King, Cllr J. Bohling and Cllr M. Nevins.

**2. To Receive Members' Declarations of Interest on Any Agenda Item Below**

Cllr Standing (a volunteer for the Heathland Project), Cllr R. Nevins (co-ordinator of the Guildford Embroidery) and Cllr Jackson (a Vice-President of the Horticultural Society), all made a declaration of interest re Item 7.

**3. To Elect Chairman**

Cllr R. Nevins was unanimously elected as Chairman, proposed by Cllr Clinton and seconded by Cllr Jackson. The new Chairman signed the Declaration of Office and undertook to observe the Council's Code of Conduct in the performance of her duties.

**4. To Elect Deputy Chairman**

Cllr Richmond was unanimously elected as Deputy Chairman, proposed by Cllr R. Nevins and seconded by Cllr Clinton.

**5. To Appoint Committees & Sub-Committees**

**5:1** Cllr Bohling, Cllr Standing and Cllr Richmond will serve on the Planning Committee.

**5:2** Cllr Clinton, Cllr Jackson and Cllr King, will serve on the Hall & Finance Committees.

**5:3** Cllr Bohling, Cllr Clinton, Cllr King, Cllr Richmond and Cllr Standing will serve on the Highways & Environment Committee.

**5:4** Cllr R. Nevins will be an ex-officio member of all the committees.

**6. To Appoint Representatives for Twinning Association and Lemprière Trust**

**6:1** Cllr Clinton will continue as the Parish Council's representative for the Twinning Association.

**6:2** Cllr R. Nevins will be an ex-officio trustee of the Lemprière Trust.

**7. To Approve Subscriptions and Donations**

**7:1** Subscriptions were approved for SCAPTC and SLCC.

**7:2** Donations were approved for churchyard maintenance (£550); Heathland Project (£500); British Legion (£75.00); Twinning Association (hire of LPH on four occasions in the year); Horticultural Society (£50). Members also agreed a donation of £200 to the Guildford Embroidery, which will depict scenes of the town and include crests from all the parishes in the borough. A further donation to the Embroidery might be made in another year, because the work is intended to be ready by 2012, to coincide with the Queen's Diamond Jubilee and the 450<sup>th</sup> anniversary of Bishop Abbott.

**7:3** Donations to other groups will be considered upon request during the year.

**8. To Approve the Unaudited Accounts for 2007-8**

**8:1** The unaudited accounts for 2007-8 were approved unanimously.

**8:2** The Clerk reported that the Independent Internal Auditor had just completed her audit of the Accounts and would provide her written report within the next few days. There were no obvious outstanding issues that had been discussed with the Clerk. Final accounts would have to be approved at the June meeting, for receipt by the official auditor on 27<sup>th</sup> June.

**9. To Consider Any Amendments to Standing Orders and Financial Regulations**

**9:1** It was resolved that no changes were considered necessary at the moment.

**9:2** The committees would consider their own Terms of Reference at their next meetings.

**10. To Consider Future Plans**

**10:1** Members agreed to conduct a trial of a wild flower patch on the east edge of the former football pitch, which the grass-cutting contractor was recently unable to cut because it was too wet. It was agreed that there is enough space left for informal ball games and for the circus/fair to set up.

**10:2** Work will be done to tidy up the vegetation around the perimeter of LPH recreation ground.

**10:3** Consideration will be given to the suggestion of public access to Grove Farm, designated as an Open Space in GBC' s Site Allocations Consultation.

**11. To Approve Minutes of the Previous Meetings as a True Record**

**11:1** It was resolved that the minutes of the monthly meeting held on Tuesday 29<sup>th</sup> April 2008 and the Extraordinary Meeting, held on Wednesday 7<sup>th</sup> May 2008, should be approved and the Chairman signed them.

**12. To Discuss Police Matters**

**12:1** There was no police report available.

**12:2** Cllr Standing reported that Community Speed Watch has a 50% success rate of accuracy in noting the registration numbers of speeding vehicles. Teams are now being requested to note the make, colour and direction travelled of the vehicles.

**13. To Discuss Correspondence Sent & Received Since the Previous Meeting**

A list of correspondence sent and received had been circulated in advance to members.

**13:1** It was agreed that no further response would be made to Erkin Guney' s letter about access from Brookwood and Pirbright Commons into Brookwood Cemetery, although it was recognised that he does have the power to ban dogs and also to fence the entire perimeter of the Cemetery. A copy of Mr Guney' s letter was sent to Glynis Preshaw, the new Brookwood member for Woking B.C. She has now walked over the area with PPC' s Clerk and will also discuss the issues with Mr Guney.

**13:2** It was proposed that Cllr Richmond might attend the US Memorial Day Ceremony on Sunday 25<sup>th</sup> May at the American Military Cemetery.

**13:3** Members had no objection to the Foxtons board scheme advertising the Church Open Day in June. Boards have been placed around the village, and Foxtons will donate £750 to Pirbright Church.

**13:4** The Clerk has responded to the concerns of the Cowbridge Meadows resident about the danger to pedestrians from speeding vehicles in Church Lane, explaining that the Parish Council was well aware of this and had considered many ideas of addressing it

**13:5** No members will be available to accept the Three Valleys Water invitation to a presentation of their future plans on 12<sup>th</sup> June at the offices of Woking B.C.

**13:6** Members agreed they would welcome the proposal by a Brookwood resident to open a news-agent/shop/café in Pirbright if a suitable site could be found, although no building could be erected on the Green for such a purpose.

**13:7** Members noted that SCC has formally adopted the Surrey Waste Plan, copies of which may be inspected at borough and district council offices and public libraries.

**13:8** A message from Pirbright Surgery states that the practice will appeal against the approval by the NHS, Primary Care Support Service of the application to open a pharmacy in the village.

**13:9** Members have approved the request by the organisers of the Church Open Day that the Sandpits car park may be used and extra parking could be on the football pitch, ground conditions permitting.

**13:10** Members approved the use of the LPH recreation ground by the Cadence Band for a practice session on Thursday 7<sup>th</sup> June, with use of the LPH cloakrooms for a cost of £5.

**13:11** Members agreed that the ground conditions of the football pitch were suitable for the circus next week, providing there were no adverse weather in the days before its arrival.

**14. To Discuss Planning Issues**

**14:1** Minutes of the meetings held on 29<sup>th</sup> April and 13<sup>th</sup> May had been circulated in advance to members. There were no matters arising.

**14:2** The next meeting of the Planning Committee will be held on 3<sup>rd</sup> June.

**15. To Discuss Highways & Environment Issues**

**15:2** Members noted the official notice published in the local paper about closure of Church Lane for maintenance works, anticipated to be with four weeks of 2<sup>nd</sup> June.

**15:3** Cllr Standing reported a complaint from residents the Burners Heath about overgrown foliage compromising their sight lines when exiting from their drives into Aldershot Road.

**15:4** A new Give Way sign has been erected in Cobbett Hill Road.

**16. To Consider Proposals for the Sandpits Car Park**

**16:1** Copies of quotes from four contractors, plus comprehensive advice from GBC's Engineering Dept., for surfacing the car park had been circulated in advance to members.

**16:2** Members noted the advice given by T. J. Hunt that it would be wise to ascertain the lowest points of the area, to ensure that any drainage system would work correctly. Chris Kelland will be asked to add the levels to his original survey and also to verify on the ground the perimeter of the area owned by PPC, so that marking stakes may be installed.

**16:3** The quotes for tarmacing the area varied from £20,000 to £35,000, and members agreed that it would be advisable not to rush into the work this year. Instead, it was agreed to accept the quote from T.J. Hunt to install a concrete edging between the right of way and car park and to roll in road planings to restore the defective areas. A possible alternative to the stated precast edgings might be considered, to incorporate letterbox slits for drainage, as installed across the car park in Knaphill.

**17. To Discuss Newsletter Issues**

**17:1** Ideas for the July newsletter will include an explanation of the wildflower area on the football pitch and an update on the access to Brookwood Cemetery.

**17:2** Finalisation of the entry was delegated to the Clerk and Cllr Clinton.

**18. Chairman's Conclusion**

The Chairman closed the meeting at 9.10pm.

Signed.....

Date.....