



PIRBRIGHT PARISH COUNCIL

Minutes of the Council meeting held in the Parish Shop on Tuesday 27 October 2009 at 7.30pm. Present were Cllr R. Nevins (Chairman), Cllr J. Bohling, Cllr B. Clinton, Cllr M. Jackson, Cllr A. King, Cllr R. Richmond, Cllr J. Standing and Lindsay Graham (Clerk).

1. To Receive Apologies for Absence

An apology for absence was received from Cllr M. Nevins.

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

Cllr King made a personal declaration of interest re Item 8:2.

3. Minutes

3:1 To Approve Minutes of the Previous Meeting as a True Record

It was resolved that the minutes of the previous meeting, held on Tuesday 29 September 2009, should be approved and the Chairman signed them.

3:2 To Receive the Clerk's Report on Actions taken

Re 5:9 (access to Brookwood Station via the Cemetery), several emails had just been received from frustrated commuters who returned to the station in the evening of 26 October to find the new gate to the cemetery had been locked, although no warning notice had been posted. It was also locked at 7.15 on the next morning, despite cemetery opening hours being 7am. Cllr Preshaw of Woking BC has been made aware of the situation.

Re 8:1 (horse chestnut on the little green) a formal application for pollarding has been made to GBC and a decision should be received by 13 November. One objection to the proposal has already been made to GBC by a neighbour.

4. Police Matters—To Receive Reports of Crime in the Parish

No Police report was available.

5. Communications—To Discuss Communications Sent & Received Since the Previous Meeting

A summary of items 5:1-5:11 had been circulated in advance to members.

5:1 Brookwood American Cemetery has invited a representative from the Parish Council to attend the Veterans' Remembrance Day Service on Sunday 8 November.

Cllr R. Nevins will attend.

5:2 SCC has invited PPC to attend their **Bus Review** at a Passenger Transport Assembly, to be held on Friday, 13 November 1-4.30pm.

No member of the Parish Council will be available to attend the Passenger Transport Assembly.

5:3 GBC has invited PPC to send a representative to attend the Borough Council's **Housing Forum**, to be held on Thursday 3rd December 2-4pm.

No member of the Parish Council will be available to attend the Housing Forum.

5:4 PPC has written to Cllr Preshaw to ask for help in requesting **Brookwood Cemetery's owners** to remove the areas of broken glass near the cemetery's boundaries with Pirbright.

Cllr Preshaw has been assured by Mr Guney that the glass will be cleared up.

5:5 PPC has written to **SCC Highways** to ask for a progress report in the removal of a retaining wall constructed from sleepers that has reduced the width of Malthouse Lane and is causing problems for larger vehicles passing by. No response has yet been received.

5:6 GBC (Sport and Physical Activity Officer) has sent details of a grant scheme for sports clubs.

For information.

5:7 Peter Jelffs (Lord campaign) has sent details of a new initiative, to be supported by Surrey's MPs, to request that traffic commissioners take into consideration the suitability of local roads when granting an Operators licence to owners of HGVs.

For information.

5:8 Surrey Community Action has sent dates of courses on safeguarding procedures and policies that organisations need to have in place when they are involved in work with children.

The Clerk will attend a course on Wednesday, 2 December in Guildford.

5:9 The organiser of a local youth 5-aside football team has requested use of the football ground on the Green for his under-11 squad. He has been with the team since its formation but the players are now too old to play on the village primary school's grounds.

Members approved the use of the football ground.

5:10 The Kitchen Shop has contacted the Parish Council to enquire about placing an advertisement A-board on the Green and other locations. They have contacted GBC but apparently it does not require planning consent because it is not a permanent structure. The Clerk advised them to contact SCC Highways who said that it does require permission under the Highways Act of 1980. However, they are not issuing any A-board permissions at all at the moment as they feel Surrey is too cluttered with advertising signs although they are allowing banners, which also come under heavy regulations.

For information.

5:11 Rushmoor Borough Council has sent notice of a Development Control Meeting, to discuss the expansion of flights at **Farnborough Airport**, to be held on 11 November.

For information.

5:12 Woking Borough Council has sent details of the consultation on the new core strategy for its Local Development Framework.

For information.

6. Hall & Finance

6:1 To Approve Cheques Issued During October

The cheques issued during October were approved and the list was signed by the Chairman.

6:2 To Consider Budgetary Issues for the Next Financial Year

6:2:a Cllr Clinton reminded members of the timetable for deciding the budget for the financial year 2010-2011, to be drafted by the Hall & Finance Committees at its next meeting for approval by the full Parish Council at the November meeting. The figure for the precept will then be submitted to GBC at the beginning of January 2010.

The Council agreed that there should be a restraint on any increase to the Precept.

6:2:b Members discussed the question of increases in staff salaries in the current economic climate of low inflation.

It was agreed that there would be no increase to the pay of staff working at Lord Pirbright's Hall but an increase to their Christmas bonus would be considered. The Clerk's salary will be discussed at a staff review.

6:3 To Consider a Long-Term Strategy for the Clerk's Retirement

Members considered the report on issues raised by the retirement of the Clerk, due to take place in 2011, and the options for the Clerk's future work place because the Parish Shop (part of the current Clerk's property) would no longer be available when the house is sold.

It was agreed that the increased demands of the role have shown that it is not ideal to expect a new clerk to work from home and that it would be desirable to create office space at Lord Pirbright's Hall. This could be achieved by adapting the Committee Room or by extending (or rebuilding) the Green Hut and Cllr Bohling will look at ideas and costs for this. Other options, such as building above the Clubroom or creating an office at a new cricket pavilion, were not considered suitable.

6:4 To Approve a Winter Fuel Surcharge for Lord Pirbright's Hall

Because of the sharp increases in cost, expenditure on gas now forms a higher proportion of the Hall's annual budget. Traditionally the hourly hiring rate has been the same throughout the year but this means that users in the summer are in fact subsidising heating for winter users.

Members approved a winter surcharge of 30p per hour for the Clubroom and 50p for the main hall, to apply until April 30 and to be shown as a surcharge on invoices. It will not be subject to the parish discount.

6:5 To Agree the Annual Donation to the Royal British Legion

The Chairman stated that she would have lain four wreaths supplied by the Royal British Legion during the year.

Members approved a donation of £100.

7. **Planning**

7:1 To Receive the Minutes of the Planning Committee

Minutes of the meeting held on 29 September 2009 had been circulated to members. There were no matters arising.

8. **Highways & Environment**

8:1 To Receive the Minutes of the Highways & Environment Committee

Minutes of the meeting held on 14 October 2009 had been circulated to members.

Re Item 3:3, a new community speed watch scheme for School Lane will be delayed until a new Police Community Support Officer is in place because of PC Patey's heavy workload.

Re Item 3:4, a meeting with the Casualty Reduction Officer will be arranged when PC Patey has returned from leave.

Re Item 5, a request for a progress report on flood defence work has been made to GBC.

Re Item 7, the Countryside Access Officer of SCC has been invited to make a site visit to assess drainage improvements to Blind Lane.

8:2 To Consider a Report on Use of the Sandpits Car Park

No evidence was found of cars being parked on a daily basis, but a watching brief will be kept.

9. **Telephone Kiosk on The Green**

To Discuss Adoption of the Kiosk and Consider Ideas for Its Future Use

Only two ideas for future use of the kiosk had been received from parish residents.

It was agreed to use the kiosk as a display area for information posters and to install a lock to the door to prevent vandalism.

10. **Newsletter—To Consider Items for the December Issue**

Information on the gate closure of the cemetery entrance to Brookwood station will be one item included in the December issue.

11. **Chairman's conclusion**

11:1 The next meeting of the Parish Council will be held on Tuesday 24 November 2009.

The meeting ended at 8.47pm.

Signed.....

Date.....