

6:2 Church Scarecrow Festival

Guildford Borough Council's Licensing & Enforcement Officer has determined that the Green should be licensed for the Church Scarecrow Festival (and similar events). It will be decided if the application has been successful after 18 May and the licence will be similar to that held by Lord Pirbright's Hall, with the Clerk as the Designated Premises Supervisor. The cost was £100 for the licence application and £230 for the statutory public notice in the Surrey Advertiser.

Action: for information

6:3 Parking on the Green

This is an ongoing problem with overflow parking spreading onto the grass adjoining The Green car park almost everyday. Stakes have been installed along the western side of the car park but no decision has been reached about the eastern side.

Action: for further discussion by the Highways & Environment Committee.

6:4 Blind Lane drainage

Improvements to the drainage in Blind Lane was done at PPC's request by GBC's contractors last autumn and assessed for effectiveness this spring. The GBC Clerk of Works has recommended that extra work would be beneficial in the section of path where there are no ditches, and it is hoped that GBC will give an extension of the grant aid previously made for the work.

Action: for information

6:5 Lord Pirbright's Hall projects

Planning permission has been granted by GBC for two major projects at Lord Pirbright's Hall that will be paid for from a bequest made by the late Hilda Chant to the Parish Council, specifically for improvements to the hall. Grant aid for £8,855 has also been agreed by GBC.

6:5:1 Disabled ramp and new Clubroom exit

Three contractors have quoted for the work. One was invited to expand his quote with more detail but no response has been received and another has now notified PPC that they will not be able to undertake the work during August, when the Hall is scheduled to be closed. The cost is likely to be about £8,000.

Action: for discussion at the next Hall & Finance committee.

6:5:2 Rebuild of Green Hut

Two sites visits have been made but one contractor has declined the job because it is too large for them to undertake. A second quote is awaited but it is known that the cost for the rebuild is likely to be £40,000-£50,000.

There is also the VAT issue, raised at the Hall & Finance meeting in April, about the recovery of VAT for the improvement works at LPH and rebuilding of the Green Hut. The reclaimable amount of VAT on village hall expenditure for exempt business activities (i.e. hall lettings) is limited to £7,500 a year (or less than 5% of the total VAT incurred on all purchases, including non-business activities). PPC has already consulted a VAT specialist on parish council finance and further advice will need to be sought.

Action: for discussion at the next Hall & Finance committee.

6:5:3 Clock tower

Three quotes for the work to replace rotting timber in the clock bell tower were received in line with PPC's Financial Regulations. The Hall & Finance Committee (21/9/10) agreed to accept Marshels Roofing Contractors' quote of £4725.00 and this was ratified by the full Council at its meeting in March 2011. The contractors have been booked to do the work during August, when closure of the Hall affects fewest regular bookings.

Action: for information.

6:6 Speeding vehicles through the parish

6:6:1 Vehicle Activated Signs

Funding for purchase of equipment, to be owned by PPC and used exclusively in the parish, was included in the grant-aided projects agreed by the Parish Council for the last financial year, with a budget of £10,000. Cllr Sutcliffe has also obtained funding for purchase of VAS equipment to be shared in his SCC ward of Pirbright, Worplesdon and Normandy parishes. Former PPC members Jon Standing and Julian Bohling underwent training for the installation of the signs and they have recommended that a second team should be trained in the future. Positioning of the signs has to be agreed with SCC Highways and the Police.

Action: for discussion at the next Highways & Environment committee.

6:6:2 Community Speedwatch

Cllrs Richmond, Eason and Hobbs have all previously undergone training for the scheme and the equipment is currently held by Cllr Hobbs. Concern was expressed about the effectiveness of the scheme and police enforcement of persistent offenders.

Action: for information

6:7 Parish Maintenance

Budget cuts at SCC have led to lack of basic maintenance around the parish and it was agreed at the Annual Parish Meeting in April that the Parish Council should proceed with the proposal to clean up footways and gutters and to consider joining the SCC Lengthsman Scheme.

Action: to be discussed in more detail by the Highways & Environment Committee.

6:8 Projects in association with GBC

6:8:1 Conservation Area Appraisal

Consultation on extension of the Conservation Area finished in February, with general agreement on the inclusion of The Gardens, Dawney Hill (to the end of the Pirbright Houses), School Lane (as far as Causeway Barn), Vapery Lane, Pirbright Terrace, the Manor & Mill area in Mill Lane with a link to Church Lane and West Heath across the fields. The next stage is approval of the revised text by the Parish Council, GBC's Planning Portfolio Holder and Cllr G. Jackson, before adoption by GBC's Executive Committee.

Action: for information

6:8:2 Heathland restoration

Consultation on plans to extend and enclose more heathland areas has now finished and revised plans will be presented to Cllr G. Jackson and the Parish Council in due course.

Action: Cllr G. Jackson will brief the Highways & Environment Committee at its next meeting.

6:8:3 Flood Forum

Cllr G. Jackson will proceed to enlist the help of Jonathan Lord MP to set up the Pirbright Flood Forum to include all interested parties.

Action: for information

7. To Approve a Budget for the PeriFeste Brochure

Members reviewed the draft brochure for the summer festival.

Action: the quote from Knaphill Print for 1500 copies in full colour was approved.

8. To Sign the New Bank Mandates

Action: this item was deferred to a future meeting.

9. Chairman's Conclusion

9:1 The Chairman invited members to attend the Twinning Vin d'Honneur for the visitors from Cagny.

9:2 The Chairman invited members to a welcome drink at The Mill House.

9:3 Future topics for discussion by the Parish Council include:

- the Localism Bill, with potential S. 106 development benefits for the parish
- a "Slow Children Playing" sign in Chapel Lane
- regulation of parking in School Lane and at the end of Rapleys Field and Mill lane
- implementation of measures to prevent speeding traffic
- a parish visiting scheme for new arrivals

9:4 The next full meeting will be on 31st May.

The meeting ended at 8.44 pm.

Signed.....

Date.....



PIRBRIGHT PARISH COUNCIL

HALL & FINANCE COMMITTEE

Minutes of the meeting of the Hall & Finance committee held on Tuesday 17 May 2011 in the Parish Shop at 8.00pm.

Present were: Cllr M. Jackson (Chairman) Cllr R. Nevins
Cllr M. Hobbs

In attendance: L. Graham (Clerk)

1. To Elect a Chairman for the Committee

Action: Cllr Jackson was elected as chairman of the committee, proposed by Cllr Nevins, seconded by Cllr Hobbs and agreed unanimously.

2. To Receive Apologies for Absence and Declarations of Interest on Any Agenda Item below

Apologies for absence were received from Cllr Newman. No declarations of interest were received.

3. To Confirm the Minutes of the Previous Meeting

Action: Members confirmed the minutes of the previous meeting, held on Tuesday 12 April 2011, and the Chairman signed them.

4. To Review the Financial Records and Annual Return for Year 2010-11

4:1 Members reviewed the financial records for 2010-11, including the budget, financial statement, receipts & payments account and draft Annual Return. It was noted that the Independent Internal Audit has been completed with no matters raised.

Action: The Annual Return will be approved at the next meeting of the full Parish Council.

4:2 The Dept. for Communities & Local Government has released figures to show that the average parish precept for 2011-12 in English town and parish councils is £45.88, an increase of 2.1% from 2010-11. Members agreed that Pirbright's precept might need to be increased in 2012-13.

For information

5. To Accept the Imbue Quote for Disability Improvements to Lord Pirbright's Hall

Action: The quote from Imbue for the work was approved unanimously.

6. To Agree a Schedule of Associated Work for Lord Pirbright's Hall in August

The Hall will be closed to hirings during August while the bell tower is rebuilt and work is carried out to improve disabled access to the Hall by reducing the gradient of the ramp to the north door and by fitting doors to replace one set of windows in the Clubroom.

6:1 Rebuilding of the Green Hut

Two site visits have been carried out but only one viable quote has been received. There is also the potential problem with reclaiming VAT limited to £7,500 per year.

Action: it was agreed to seek further advice from specialist accountant, Mark Mulberry, and to postpone the rebuild until next financial year (2012-13).

6:2 Refurbishment of Lord & Lady Pirbright Portraits

The proceeds of the sale of the Elmer painting have been reserved to pay for refurbishment of the portraits, to be carried out by Julia Korner.

Action: to contact Julia Korner to request an update on her earlier quote.

6:4 Redecoration of the Main Hall

One provisional quote has been obtained for the work.

Action: to obtain a second quote.

6:5 Refurbishment of Main Hall & Clubroom floors

Action: to accept the quote from Roger Hyde Ltd for refurbishment of the Main Hall and Clubroom floors.

The meeting ended at 8.45pm.

Signed.....

Date.....