



PIRBRIGHT PARISH COUNCIL

Minutes of the Parish Council meeting on **31 May 2011** in the Parish Shop at 7.30 pm.

Members present: Cllr R. Nevins (Chairman) Cllr M. Jackson
Cllr E. Eason Cllr C. Newman
Cllr S. Fidgett Cllr R. Richmond
Cllr M. Hobbs

In attendance: L. Graham (Clerk) Cllr G. Jackson (GBC)
Cllr N. Sutcliffe (SCC) PCSO Peter Golding

1. To Receive Apologies for Absence

No apologies for absence were received.

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

Cllr Nevins made a personal declaration of interest re 6:4 (hospitality at the Twinning Association dinner on 4 June). Cllr Jackson also made a declaration re 6:4 (Vice-President of the Horticultural Society and PPC's liaison member with the Twinning Association).

3. Minutes

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

Action: *it was resolved that the minutes of the previous meeting, held on Tuesday 10 May 2011, should be approved and the Chairman signed them.*

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

3:2:1 The Clerk confirmed that the members' forms of Registrable Interests had been delivered to GBC that morning, well before the required date of Thursday 2 June.

For information.

3:2:2 The Clerk reported on an awkward situation that developed with Pirbright Players when members arrived without making a booking at Lord Pirbright's Hall to work on scenery, disturbing the Pilates class that was in progress at the time. The Clerk reminded them that their agreement states access is only for the time and those parts of the Hall agreed when booking. It was later learnt that the same group of Players had been working on the stage in the Hall on the previous day, again without having booked or with permission from the Country Market, which has exclusive use of the Hall on Thursday mornings.

Action: *the Clerk was requested to do an audit of keyholders and to remind them about the rules of access.*

4. Police Matters

4:1 To Receive Reports of Crime in the Parish

PCSO Golding reported on crimes in the parish, with 12 in the village: one case each of burglary, assault, theft and offence of public order. In the Camp areas there were 8 crimes: three assaults, four thefts plus one each of interference with a motor vehicle, burglary and criminal damage. There were 4 non-crimes in the parish during the month: two each of domestic and child/vulnerable adult protection reports.

4:2 The Police will be organising another School Speedwatch in July and will also be writing to the school about the problems in School Lane, caused by parents' bad parking. If this fails to be effective, the Police will reluctantly have to consider issuing tickets.

5. Communications

To Discuss Communications Sent & Received Since the Previous Meeting

5:1 GBC's Planning Policy Officer (Tracey Haskins) has invited the Clerk plus one other (space permitting) to attend a Neighbourhood Planning Event on 21 June.

5:2 GBC's Mayor 2010-11 (Marsha Moseley) has written to thank PPC for the donation to the Mayor's Distress Fund.

For Information.

5:3 GBC's Play & Youth Development Officer (Jo James) has emailed to update PPC on the success of the Playrangers sessions held the LPH recreation ground on Monday evenings over the past 8 months, with an offer to make a short visual presentation during a meeting in the next month or so.

Action: *some members decided they would like to go along to see the play scheme in action in preference to a presentation.*

5:4 GBC Head of Parks & Countryside Services (Phil Newcombe) has followed up on an email from the Queen Elizabeth II Fields Challenge (item 5:4, 19/4/11) by inviting parishes to nominate sites for the scheme, which could include land owned or managed by GBC.

Action: *to discuss at a future meeting of the H & E Committee.*

5:5 PPC has written to the Church Wardens to request details of arrangements for the Scarecrow Festival being held on 11 June to ensure compliance with the requirements of the new licence of the Village Green.

Action: *to discuss under Item 9:1.*

5:6 The Cadence Band (Paul Newman) has written to request a donation towards the running costs of the band (uniforms & equipment)

Action: *deferred until the next meeting of the Hall & Finance Committee.*

5:7 Foundations, the estate agents, have requested permission to erect display boards to be erected around the village to publicise the Pirbright Village School Fair during the fortnight before Saturday 9 July.

Action: *to approve this request.*

5:8 GBC (Legal & Democratic Services) has invited parish councils to elect a representative for the Standards and Audit Committee.

Action: *members agreed not to take part in this election.*

5:9 GBC (Financial Services) has given approval to PPC's request of an extension for grant aid on the drainage work along Blind Lane, provided the work is completed and invoices are submitted by 31 March 2012.

For information.

5:10 GBC (Planning Policy) has invited participation in a consultation to decide the level of new housing to be built in the area.

Action: *to be discussed at the next meeting of the Planning Committee.*

6. Hall & Finance

6:1 To Receive the Minutes of the Hall & Finance Committee held on 17 May 2011

Minutes of the Hall & Finance Committee held had been circulated in the agenda papers.

Action: *Members received the minutes of the meeting and there were no matters arising.*

6:2 To Approve the Statement of Accounts for 2010-11

The Statement of Accounts had been approved by members of the outgoing Parish Council at an extraordinary meeting on 26 April. It has also been scrutinised by the Independent Internal Auditor, who had not raised any issues of concern.

Action: *Members unanimously approved the Statement of Accounts, which was signed by the Chairman and the Clerk (RFO).*

6:3 To Approve the Annual Governance Statement for 2010-11

The Annual Governance Statement had been agreed by members of the outgoing Parish Council at an extraordinary meeting on 26 April.

Action: *Members unanimously approved the Annual Governance Statement, which was signed by the Chairman and the Clerk (RFO).*

6:4 To Approve Donations and Subscriptions for 2011-12

Action: Donations were approved for the following:

- Churchyard & memorial grass cutting £550
- Heathland Project £500
- Twinning Association (refund of Hall hire for 4 events) £370
- Horticultural Society (for Flower Show) £450
- Fox Corner Wildlife Area (meadow cutting) £190
- Mayor's Distress Fund £50
- Royal British Legion £100

Action: Subscriptions were approved for the following:

- Surrey County Association of Parish & Town Councils £755
- Society of Local Council Clerks £168
- Spatial Technology (on-line mapping) £70
- Surrey Community Action £35
- Surrey Playing Fields Association £10

6:5 To Approve the New Bank Mandates

Action: all members will become signatories to the bank accounts held for the Parish Council and Lord Pirbright's Hall. The forms will be circulated for completion.

6:6 To Approve Payments Made During May 2011

The list of payments made during May was distributed in the agenda papers.

Action: The cheques issued during May 2011 were approved and the Chairman signed the list.

6:7 To Agree an Budget for the Twinning Vin d'Honneur

Action: A budget of £260 was approved.

7. Planning

To Receive the Minutes of the Planning Committee held on 17 May 2011

Minutes of the meeting had been distributed in the agenda papers.

Action: Members received the minutes of the meeting and there were no matters arising.

8. Highways & Environment

To Agree a Date for the Next Highways & Environment Committee Meeting

Action: The meeting was agreed for Tuesday 7 June at 7.30pm.

9. Parish Events

9:1 To Discuss the Parish Council's Responsibilities for the Scarecrow Festival

Action: To invite the church wardens to the H & E committee meeting on 7 June to assess the plans and risk assessments for the Festival.

9:2 To Discuss the Use of the Green for Fitness Groups and Other Events

Members agreed that it was important to distinguish between non-profit making community groups and those run as businesses, and that the former should have preference over use of the Green.

Action: to offer an eight weeks' trial, with the proviso that if attendees exceed 15 or 20, a fee might be levied. Proof of public liability insurance, plus risk assessments and business plans are required in order for the Parish Council to judge the scale of activity.

10. Newsletter

To Consider Items for the July Issue

Action: reminder of fishing rules and the junior cricket games will be two items for the July issue.

11. Chairman's conclusion

The next meeting of the full Parish Council will take place on 28 June.

The meeting ended at 8.50 pm.

Signed.....

Date.....