



# PIRBRIGHT PARISH COUNCIL

Minutes of the Parish Council meeting on 28 February in the Parish Shop at 7.30 pm.

**Members present:** Cllr R. Nevins (Chairman) Cllr M. Hobbs  
Cllr E. Eason Cllr M. Jackson  
Cllr R. Richmond

**In attendance:** L. Graham (Clerk) PCSO Peter Golding

1. **To Receive Apologies for Absence**

*Cllr S. Fidgett, Cllr C. Newman, Cllr G. Jackson (GBC) and Cllr N. Sutcliffe (SCC) gave apologies for absence.*

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

*Cllr Richmond made a personal declaration of interest re the notice board (item 5:2).*

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 31 January 2012, should be **approved** and the Chairman signed them.*

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

**3:2:1** Re item 6:4 (November), the **diseased horse chestnut tree** on the Little Green has now been felled and the stump ground out.

*For information*

**3:2:2** Re item 7:2 (January), the agreed amendments have been made to the **housing survey**, which will be sent out by Surrey Community Action in March, for return by the middle of April.

*For information*

4. **REPORTS**

**4:1:a To Receive Reports of Crime in the Parish**

PCSO Golding stated that there was little to report from the past four weeks. In Pirbright village there was one burglary from business premises, one criminal damage, one theft and one child protection report. In the Camp areas there was one case of criminal damage.

**4:1:b** Incidents of cycle thefts are high in the Guildford area.

*For information*

**4:2 To Receive a Report from the County Councillor**

SCC is conducting a consultation on a strategy for Road Safety and Anti-Social Driving, which will become part of the Surrey Transport Plan. Responses may be made via the SCC website until 15 May.

**4:3 To Receive a Report from the Borough Council**

**4:3:a** GBC will be freezing its share of council tax for 2012-13 in exchange for a one-off government grant of £206,000, which is 2.5% of the budget. SCC will be increasing its share by 2.99% and the Police Authority by 2.5%.

**4:3:b** Veolia Water, the local water company is preparing for possible drought this summer because of low water levels in the south east, following a second consecutive dry autumn and winter. Many companies in the south east may need to implement restrictions on water use this summer.

**4:4 To Receive a Report about the Village Jubilee Celebrations**

The programme for the day will begin with at noon with a parade from the Sandpits to the Green, followed by a lunch in LPH for residents in their diamond years, with a picnic outside for everyone else. During the afternoon there will be games on the Green and musical entertainment.

*For information*

## 5. COMMUNICATIONS

### To Discuss Communications Sent & Received Since the Previous Meeting

**5:1 The Institute of Animal Health** (Steven Oliver) has written to reiterate the invitation to the Parish Council to visit the new development and also to offer help towards a community project.

**Action:** *the Clerk has contacted Mr Oliver by phone to discuss the possibility of help towards the restoration of The Gardens bus shelter.*

**5:2 Cllr Richmond** (as the former owner of the Old Forge) has given notice that the developer will require the Parish notice board to be removed from the site.

**Action:** *to agree a new location for the notice board at Lord Pirbright's Hall.*

**5:3 A resident** has written to inform the Parish Council that Neil Haines, the local milkman, will be retiring in March and wonders what could be done to mark his 30+ years serving the community.

**Action:** *to frame one of the Pirbright prints and present it to Mr & Mrs Haines at the Annual Parish Meeting.*

**5:4 A resident** has supplied the Parish Council with a copy of a letter from SCC about relocation and replacement of the bus stops in Dawney Hill.

**Action:** *the Clerk has learnt from the Senior Transport Officer of the SCC Travel & Transport Group that the new bus stops and paved areas are being installed across the county to facilitate easy access onto low threshold buses for disabled passengers, the elderly or those with buggies, heavy luggage etc. The Clerk pointed out that there was a valid criticism over the lack of local communication and that it had not been clear when the new stop would be activated, with one teenager missing his school bus because he had waited at the old stop.*

**Proposal:** *to write to the Officer, recommending that such information could be cascaded down to parish councils and local communities via SCC members.*

## 6. FINANCE & GENERAL PURPOSES

### 6:1 To Approve PPC Payments Made Since the Previous Meeting

**Action:** *the payments made during February 2012 were **approved** and the Chairman signed the list.*

### 6:2 To Agree the Appointment of an Independent Internal Auditor for Year 2010-11

Members reviewed the six requirements for Independent Internal Audit of scope, independence, competence, relationships, audit planning and reporting.

**Action:** *it was resolved that the firm Maxwell & Co met the above requirements and that they should be reappointed to carry out the IIA for the accounts of 2011-12.*

### 6:3 To Consider the Effectiveness of the Independent Internal Audit

Members reviewed the list of 22 actions in the list for the IIA.

**Action:** *it was agreed that the list was comprehensive and effective.*

### 6:4 To Consider Lifting a Condition for the 2012-13 Donation to the Twinning Association

**6:4:a** Under the review of grants and donations for 2012-13, decided at the October meeting of the Parish Council, it was agreed that refund of hall hire costs for the Twinning Association should be reduced to three fund-raising events a year.

**6:4:b** A double exchange to commemorate the Association's tenth anniversary was held in 2002 and a similar double exchange is planned for 2012. A banquet on the Saturday evening of the visit is to be held in the Hall, the hiring costs of which would not be covered under the decision above.

**Action:** *it was resolved that the condition requiring the event to be fund raising might be lifted but that the Association should pay the difference between the weekend and weekday hiring charge, as previously decided.*

### 6:5 To Approve the Opening of a New Bank Account for Jubilee and Community Purposes

The Parish Council will need to administer the funds raised by community for the Queen's Jubilee celebrations.

**Action:** *it was agreed to open a new bank account to receive the funds raised and to pay for costs of the celebrations.*

7. **PLANNING**

**7:1 To Receive the Minutes of the Planning Committee**

*Action: members received the minutes of the meeting held on 31 January 2012.*

8. **HIGHWAYS & ENVIRONMENT**

**8:1 To Approve Purchase of a Vehicle Activated Sign and a Speed Data Recorder**

**8:1:a** .The VAS equipment has been delivered and a former member of the Parish Council, Julian Bohling, has agreed to help erect it at Fox Corner first. The equipment has been added to PPC's asset register and insurance policy.

*Action: more people will need to be trained in the erection of the VAS. Training for use in the SDR, to be shared with Worplesdon and Normandy PCs, is to be arranged.*

**8:2 To Discuss the Restoration and Possible Repositioning of The Gardens Bus Shelter**

Restoration of the bus shelter, which was donated to the parish to commemorate George V's silver jubilee, is one of the projects proposed for the Queen's diamond jubilee. The Institute of Animal Health has offered to undertake the work as part of its community involvement. Consideration of moving the shelter to a different site has been suggested by a resident.

*Action: it was resolved unanimously to accept the IAH offer to restore the shelter (If forthcoming) but to leave it in its current position and to trim the nearby trees and foliage to create a better view of the cricket ground and protect the shelter roof.*

**8:3 To Arrange the Next Meeting of the H & E Committee**

Concerns have been raised

- a) by a Dawney Hill resident about the poor positioning of some speed signs in the area
- b) by Cllr Richmond about drainage work being carried out on the ditch at Sunset Cottage in Church Lane. Cllr G. Jackson has forwarded photographs of the work to GBC's engineers.

*Action: it was agreed to invite PC Redfern to the next meeting of the committee to advise on point a) and other speeding issues. It was agreed to refer point b) to the Flood Forum and request that it should be included on the itinerary of the field trip around the parish arranged for the end of March.*

9. **NEWSLETTER**

**To Agree Items for the April issue**

Items for the April issue will included a notice about the Annual Parish Meeting and a warning about the need for shed security to prevent theft of tools, bicycles and lawn mowers. A colour-printed flyer about the Jubilee arrangements will be wrapped around the newsletter for maximum impact.

10. **CHAIRMAN'S CONCLUSION**

**10:1 To Receive the Chairman's notices**

**10:1:a** The Chairman confirmed that the Mayor will be coming to the Annual Parish Meeting.

**10:1:b** The Chairman and Clerk have been invited to the Mayor's reception for parish councils.

**10: 2 To Note Items for Inclusion on the Agenda for the Next Meeting (27/03/2012)**

There were no new items for inclusion on the next agenda.

The meeting ended at 8.37pm.

Signed.....

Date.....