



PIRBRIGHT PARISH COUNCIL

Minutes of the Parish Council meeting on 27 March 2012 in the Parish Shop at 7.30 pm.

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

In attendance: Cllr G. Jackson L. Graham (Clerk)
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**

No Declarations of Interest were received.

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 28 February 2012, should be **approved** and the Chairman signed them.

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

3:2:1 Risk Assessment: the current risk assessment, previously updated in June 2011 when the Green became licensed, was circulated to members in advance of the meeting. However, its placement on the agenda was deferred, because advice on risk management was an item at the Clerks' Liaison Meeting at GBC. It included an alternative method of grading risk, which will be incorporated in PPC's updated document. Use of VAS and SDR equipment will also be added to the assessment when training has been delivered.

For information

4. **3:2:2 Annual Return for 2011-12:** the date for submission of the return has been brought forward to 25 May by BDO (the external auditors), which is earlier than the Annual Meeting of the Council at which the return is usually approved and signed.

Action: it was agreed to change the date of the Annual Meeting to 22 May.

REPORTS

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

PCSO Golding reported one burglary, four cases of criminal damage (cars sprayed with paint), one theft and one case of drugs in the village area of the parish. In the camps there was one assault and one burglary.

4:1:b The local police team has now moved from Ash police station to GBC offices in Millmead.

For information

4:2 To Receive a Report from the County Councillor

Nigel Sutcliffe has resigned from SCC and, if the seat is contested, an election date has been set for 3 May

4:3 To Receive a Report from the Borough Council

Cllr Jackson reported that:

- GBC has been awarded a grant of £25,000 for a survey of the Hodge Stream catchment area.
- SCC has signed up to the Military Community Covenant grant scheme and a meeting has been held to discuss projects that promote a greater understanding between the military and civilian populations. Ideas put forward so far are for a jubilee garden opposite Queen's Road and a skate board park near the Spar Shop.
- From 23 April residents of the borough will be able to place more types of mixed plastics out for recycling collection each week.

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

4:4:a Plans for the day are progressing well and a flyer about the parish picnic was distributed with the April issue of PeriNews. Invitations to the lunch in LPH will also be sent out in April.

4:4:b A grant from the SCC member's allowance has been agreed to pay for special printing and commemorative mugs.

5. COMMUNICATIONS

To Discuss Communications Sent & Received Since the Previous Meeting

5:1 Cllr Gordon Jackson has been asked by the Village Primary School to explore the possibility of a representative of the Parish Council to be appointed as a Governor. Governors' meetings are once a term on a Wednesday and many Governors also sit on one of the sub-committees, which are mostly termly.

Action: *members agreed to consider the suggestion and a decision will be reached next month.*

5:2 The Lucky Locals operator (Michelle Monan) has taken delivery of the framed pictorial map to be sited on the village green.

Action: *to suggest that Mrs Monan makes a formal presentation of the map to the Parish at the annual assembly. A potential position for its installation will be near the junction of path on the west side of the green car park.*

5:3 A new resident of Dawney Hill has raised various questions about highway signs around the village, most of which can be addressed with an explanation of procedures. However, it has been pointed out that the national speed limit sign at the end of The Gardens is misleading because it is set at an angle that motorists think might apply to Dawney Hill.

Action: *to reply to the resident as proposed where the answer is known and to canvass other views about the sign at the end of The Gardens.*

5:4 A resident of Church Lane has complained about passers-by depositing bags of dog waste in her private waste bins when they use the right of way that bisects the property. She has asked for a dog waste bin to be installed and serviced by GBC.

Action: *Cllr Gordon Jackson has received a comment from GBC dog warden that this is not a suitable location for a Council dog waste bin, because access is not easy for the crew to attend and empty a bin on a weekly basis. The problem of people incorrectly using the resident's bins for their bagged dog waste may be rectified by keeping the bins in an area where they cannot be tampered with or perhaps by putting a polite notice on the bins, rather than the installation of a £300 bin and the ongoing cost for emptying and maintenance it will incur.*

6. FINANCE & GENERAL PURPOSES

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

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

6:2 To Approve the Arrangements and Budget for the Annual Parish Meeting

A report detailing the legal requirements and Pirbright's traditions for the meeting was circulated to members with the agenda papers.

Action: *a budget of £170.00 was approved for the hall hire and refreshments. Guests will include the organisers of the Jubilee celebrations plus Major Carol Miller from Pirbright Camp and Mr & Mrs Haines, who have just retired from their milk round.*

6:3 To Approve Payment of 50% for Cost of LPH Car Park Relining

Action: *this was agreed on the basis that the car park is not used exclusively by Hall hirers.*

6:4 To Approve a Budget for Repairs to Sandpits Car Park

The Clerk was asked to obtain a second quote for purposes of comparison and best value.

Action: *it was agreed a) to give the Clerk delegated power to spend up to £1,500 on the repairs; b) that the neighbours of the proposed work should be recharged in accordance with the amounts stated in the rights of way agreements.*

7. **PLANNING**

7:1 To Receive the Minutes of the Planning Committee

Action: members received the minutes of the meetings held on 28/2/12 and 13/3/12.

8. **HIGHWAYS & ENVIRONMENT**

8:1 To Approve the Training to Install the Vehicle Activated Sign & Speed Data Recorder

Training has already been received in the installation of VAS by former members of the parish council and for use in the SDR by Cllr Hobbs and the Clerk. Further training for other members and purchase of equipment, such as extra brackets and a ladder, will now be required.

Action: it was agreed a) to give delegated power to the Clerk to purchase equipment up to £200, under the direction of Cllr Hobbs as chairman of the Highways & Environment Committee;

b) to give delegated power to the Clerk to book Pirbright parish trainees on to the VAS training course and to pay it from PPC's parks budget if funding from the SCC member's allowance is not successful.

9. **NEWSLETTER**

To Agree Items for the May issue

Items for the May issue will include an update on the Jubilee arrangements and a warning about the danger of fire breaking out on common and heathland.

10. **CHAIRMAN'S CONCLUSION**

10:1 To Receive the Chairman's notices

The Chairman will be attending the SCAPTC Surrey Local Council's Forum at Denbies in April.

10:2 To Discuss the Chairman's Report for the Annual Parish Meeting

The chairmen of the committees were asked to write a synopsis of activities during the previous year for the written report.

10: 3 To Note Items for Inclusion on the Agenda for the Next Meeting (24/04/2012)

The proposal for a PPC representative governor at the primary school will be included on the next agenda.

The meeting ended at 8.40pm.

Signed.....

Date.....