



PIRBRIGHT PARISH COUNCIL

Minutes of the Parish Council meeting on **22 May 2012** 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 M. Hobbs

In attendance: L. Graham (Clerk)
Cllr Keith Witham (SCC)

1. **To Receive Apologies for Absence**

Apologies for absence were received from Cllr R. Richmond and Cllr G. Jackson (GBC). Apologies for late arrival (caused by delays on the railway) were received from Cllr Fidgett & Cllr Witham.

2. **To Update Members' Declarations of Interest**

Action: Members agreed to review and update their declarations of interest where necessary.

3. **Chairman and Committees**

3:1 To Elect a Chairman and a Deputy Chairman

Action: Cllr Nevins was unanimously re-elected as Chairman. The election of Deputy Chairman was deferred to the next meeting.

3:2 To Appoint Committees and Sub-Committees

Action: No changes to committees were made. Cllr Hobbs agreed to serve on the Flood Forum.

4. **Other Appointments**

4:1 To Appoint Representatives for the Twinning Association & Lemprière Trust

Action: Cllr Jackson will remain as representative for the Twinning Association and Cllr Nevins for the Lemprière Trust.

4:2 To Nominate a Member to Serve as a Governor for Pirbright Village Primary School

Action: Cllr Newman agreed to serve as a Governor for the school.

5. **Minutes & Other Business**

To Receive and Sign Minutes of the Previous Meeting as a True Record

Action: It was **resolved** that the minutes of the previous meeting, held on Tuesday 24 April 2012, should be **approved** and the Chairman signed them.

6. **REPORTS**

6:1 To Receive Reports of Crime in the Parish

6:1:a The police report, received by email, listed three cases of criminal damage in the village area of the parish and two sexual offences in the Camp areas.

6:1:b Re item 4:1:d (April), the report about craters in the informal car park in Mill Lane has been passed to the local agent of Landmarc, which is part of the MoD.

6:2 To Receive a Report from the County Councillor

Members welcomed Cllr Witham to his first meeting of the Parish Council. He stated that he will be involved in the Flood Forum and will check on the progress of phase 2 of the road safety scheme. He has also been involved in a review of work on ditches dug by a new land owner in Stanley Hill because they are thought to be on land owned by SCC and not the resident.

6:3 To Receive a Report from the Borough Councillor

There was no report.

6:4 To Receive the Minutes from Lord Pirbright's Hall Managing Trustees Committee

Action: Members received the minutes of the meeting held on 8 May 2012.

6:5 To Receive an Update on the Jubilee Celebrations

6:5:a The number of people registered to attend the picnic currently stands at 382 adults and 179 children, with 88 for the Diamond lunch.

6:5:b Expenditure so far has been on printing, commemorative mugs, decorations (including the bunting and table flags) and the balance of the funds received from grants and donations is enough to cover further anticipated costs.

6:5:c The insurance company has confirmed that PPC's insurance cover is appropriate for the event but has instructed the Clerk to do a risk assessment for food hygiene and safety of electric equipment, considered to be high risk. The LPH electrician has confirmed that the power points in the outside box are protected by an RCD and will be adequate for the amplification and musical entertainment; no internal power points, however, must be used for outside connection.

7. COMMUNICATIONS

To Consider Communications Sent & Received Since the Previous Meeting

7:1 GBC is inviting nominations for areas on or near a road in the borough that need extra attention from the street cleaning crew, as part of the "Love Where You Live campaign". The top 50 nominations will be selected according to level of footfall in the area, benefit to local residents, the cost of the work to be undertaken, as far as possible ensuring a fair share of resources across the borough. A plan of action for the work to be done will be published on the GBC website.

Action: *to nominate an area within the parish. The verges on both sides of Cemetery Pales were one suggestion.*

7:2 GBC is requesting assistance to establish a detailed picture of existing green and open spaces and outdoor recreation in the area, excluding large countryside areas and agricultural fields.

Action: *to nominate the Planning Committee to review and comment on the document.*

7:3 Mark Mulberry, VAT specialist accountant for SCAPTC, has confirmed that it would be difficult to justify a VAT reclaim for the Twinning Banquet if PPC is being repaid for it because the PC is not using its own money. If the PC pays out of its own funds and donates the event to the Twinning Association then the VAT may be reclaimed.

Action: *this information has been passed on to the Twinning Association.*

7:4 Some residents have contacted PPC and GBC to complain about grass cutting being carried out on the Green while conditions were still so wet.

Action: *The contractor explained that he had been in two minds about whether to cancel but felt that the grass would become too long if left for two further weeks (this was the view expressed by the GBC officer who also contacted PPC). In future if conditions are unfavourable, the contractor will phone the Clerk, who will contact two councillors for approval before work begins. This new arrangement has now been put into practice and members agreed that it worked well. It was also agreed that ground conditions have dried out enough for the circus visit.*

7:5 Highways Issues

7:5:a A Fox Corner resident has requested assistance in obtaining action from SCC Highways on a flooding problem on the footway outside his property.

Action: *This issue had previously been reported by the resident online to Highways and then by the Clerk directly to an officer. He had inspected the problem but stated that "unless actually the property is being flooded then this is not an emergency; SCC do not clean gulleys out of schedule as there are over 20,000 in Guildford alone and if they were called away each time there was a gully blockage there would be no schedule. Therefore it has been added to the next ad hoc list ordered to be completed in the next quarter".*

7:5:b Another resident has complained that the footway along the **Aldershot Road** (A324) is only two feet wide in places because of debris and also that **footpath 388** (Henley Gate to Rails Farm) is not signposted at either end and is obstructed by an electric fence where it crosses a field.

Action: *the Clerk has reported these complaints to SCC Highways online, receiving the standard response stating that the enquiries have been passed to the relevant department for attention.*

7:5:c Damaged bollards near Collens Field and in School Lane have been reported to SCC.

Action: *the SCC response states that "on closer inspection the defect does not need immediate attention. We will continue to monitor this defect and we will consider it when planning future works." The bollard near Collens Field has now been replaced.*

7:6 Pirbright Cricket Club (Chairman, Peter Austin) has requested financial help from the Parish Council towards the cost of reroofing the cricket pavilion (estimated cost: £12,000).

Action: To pass the request to the Finance & General Purposes Committee for consideration. The Clerk has also provided the club with details of community building grants.

7:7 The Parochial Church Council has forwarded on a questionnaire about supporting vulnerable people in the community, requesting input from the Parish Council.

Action: Members agreed they need more time to consider the issues raised in the questionnaire and will then send their responses to the Clerk for collation. Cllr Witham stated that SCC will be allocating 2 million extra funds to assist in the provision of services to vulnerable residents, of which £200,000 would be allocated to the Guildford Local Committee.

8. FINANCE & GENERAL PURPOSES

8:1 To Approve Payments Made Since the Previous Meeting

Action: Payments made during May 2012 were **approved** and the Chairman signed the list.

8:2 To Receive the Independent Internal Auditor's Report for 2011-12

Action: Members noted the positive comments in the Independent Internal Auditor's report.

8:3 To Approve the Annual Return & the Annual Governance Statement for 2011-12

Action: Members unanimously approved the Annual Return and Governance Statement, which were signed by the Chairman and Responsible Financial Officer.

9. PLANNING

To Receive the Minutes of the Planning Committee

Action: members received the minutes of the meetings held on 24 April and 8 May 2012.

10. HIGHWAYS & ENVIRONMENT

10:1 To Receive an Update on the Vehicle Activated Sign & Speed Data Recorder

10:1:a Cllr Hobbs reported that statistics from the SDR showed that average speeds were lower when it was sited with the VAS near the White Hart, which has confirmed its effectiveness.

10:1:b Future dates for training on equipment installation have been agreed.

10:2 To Receive Progress Report on the Repairs to the Sandpits Car Park

Work to repair potholes and clear the drain in the car park will soon take place. Cllr Hobbs is also calculating the allocation of cost to the users of the rights of way, as stipulated in the deeds.

11. NEWSLETTER

To Agree Items for the July Issue

Items for the newsletter will include an update on the results of the SDR and VAS; progress on the housing survey and renovation of the bus shelter plus an introduction to the new ward member of SCC.

12. CHAIRMAN'S CONCLUSION

12:1 To Receive the Chairman's Report

The Chairman reported that she has been invited to a photo shoot by bus shelter when it is handed back to PCC.

12:2 To Note Items for Inclusion on the Agenda for the Next Meeting (26/06/2012)

The election of the vice-chairman will be included on the next agenda.

The meeting ended at 8.53pm.

Signed.....

Date.....