



PIRBRIGHT PARISH COUNCIL

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

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

In attendance: L. Graham (Clerk)
PCSO P. Golding

1. **To Receive Apologies for Absence**

Apologies for absence were received from Cllr C. Newman, Cllr G. Jackson (GBC) and Cllr K. Witham (SCC).

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

Cllr Eason made a Declaration of Personal Interest re 3:2:3:a (the Church Christmas Tree Festival).

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 30 October 2012, should be approved and the Chairman signed them.*

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

3:2:1 Precept (5:1:a, October): an unintended consequence of the Localism Act 2011 is that it repealed the general dispensation permitting any councillor with a interest to take part in meetings relating to setting their Council's precept. As Parish Councillors are council tax payers for their area, they have a Declarable Pecuniary Interest (DPI) in all budgetary matters .

Advice from the National Association of Local Councils is for members to request a Dispensation enabling them to take part in the budget and precept setting, which can be granted by the Clerk as Responsible Financial Officer.

ACTION: *to arrange dispensation for all members before the January meeting.*

3:2:2 Parking (5:4, October): parking in the village centre during the day is becoming further squeezed because the lay-by next to the pond is being filled by staff at Cherrywood nursery and the offices in Francis Place, in addition to residents of the houses opposite. This leaves little space for short-term parking for shoppers and other visitors.

ACTION: *for further discussion at a future meeting of the Highways & Environment Committee.*

3:2:3:a Christmas tree festival (5:5:a, October): Carol Boylett has created the PPC's entry, which will be transferred to the Parish Shop for display during the remainder of the festive season.

For information

3:2:3:b Jubilee mugs (5:5:a), the Clerk has consulted a church warden about the suggestion that surplus mugs might be available at the Church Christmas Tree Festival in exchange for a donation. An alternative suggestion is that some might be given to the Pirbright Trust for distribution in their Christmas parcels.

ACTION: *it was agreed by a majority of members that mugs would be donated to the Pirbright Trust for this year's Christmas parcels and that the remainder would go to the church for the festival.*

3:2:4a Uneven footways (5:7, October): Cllr G. Jackson arranged for GBC's cleansing department to pay a special visit to remove leaves from the footways on the west side of the green. Remedial action has also been taken to smooth the bump caused by a protruding tree root.

PPC has written to the owner of the property in Mill Lane to request action over the uneven edge in the footway, caused by heavy construction traffic, but no response has been received.

For information

3:2:4b Uneven footways: Cllr G. Jackson has passed on an email from a Fox Corner resident with a complaint about the condition of the footways along Guildford Road and in School Lane up to the school. She believes that this contributes to the numbers of people using the Sandpits car park in preference to the Green when dropping off and collecting their children from school.

ACTION: *the Clerk has contacted the owner of the property adjoining the bank in School Lane and has been told that they have tried for five years to come to a practical solution with SCC but with little success. The resident has offered to share correspondence on the issue with PPC and will attend the next Talk Shop to discuss the matter further.*

3:2:5 Pond drainage (H & E, 13/11/12, 5:3): two quotes were obtained to jet the drain from the pond, one @ £70 per hour but with a five-hour minimum charge and the other @ £85 per hour, with no other minimum charge. The second contractor was able to come the following day and, having cleared two blockages, completed the work in three hours.

For information

3:2:6 Green drainage (H & E, 13/11/12, 5:4), a letter from SWT dated 5/7/10, explains that the Green was selected as a Site of Nature Conservation Importance within the Guildford Borough Local Development Framework. While this does not prevent PPC's right to manage the land as it wishes, the writer of the letter has stated that certain areas of the playing fields, for example, do contain some protected species.

For information

4. REPORTS (FOR INFORMATION ONLY)

4:1 To Receive Reports of Crime in the Parish

4:1:a PCSO Golding reported that in the village area this month there had been one assault, two burglaries (non dwelling), two cases of criminal damage, two thefts from motor vehicles, two other thefts plus one case of handling stolen goods. In the camp areas there were two thefts from motor vehicles, one of harassment, two vulnerable adult reports and one domestic.

4:1:b The Parish Council thanked PCSO Golding for his services in the parish and wished him a happy retirement.

4:2 To Receive Reports from the County and Borough Councillors Report from the County Councillor

4:2:1 The Pirbright Village Safety Scheme is listed in the agenda and report for a recent meeting of the GLC, confirming that the feasibility work is underway and local consultation is planned for January-February 2013; the PPC was again thanked for providing the list of suggestions and there is a recommendation for implementation in 2013-14.

4:2:2 £15,000 has been put aside for Guildford parishes to bid for under the SCC Lengthsman scheme [Worplesdon & East Horsley Parish Councils has been chosen as a pilot for this scheme].

4:2:3 Surrey County Council has now received both European state aid and BDUK sign-off for the superfast broadband project. This paves the way for works to begin to make the project a reality.

Report from the Borough Councillor

4:2:3 Adam Owen's successor at GBC is not likely to be appointed until the beginning of next year and there is therefore going to be a delay to the Heathland proposals, although some clearance of smaller growth may take place.

4:3 To Receive Updates on Activities at Lord Pirbright's Hall

4:3:1 Following a recommendation by the police and the insurance company, the lock to the east door of the Hall has been changed and new keys issued to key holders. Hiring agreements have been updated to include a clause that keys must be returned personally and signed for. An claim for the cost of the replacement lock and keys has been refused by the insurance company.

For information

4:3:2 It had been hoped to begin rebuilding the Green Hut in January, after the pantomime. However, a recent fire caused by arson at Mayford Village Hall, which is of wooden construction like

the proposed replacement hut, has raised concerns and the Managing Trustees Committee will meet soon to review the project to consider the viability and security of the future parish office and contents.

4:4 To Receive a Report from the Flood Forum

At the meeting of the Flood Forum on 23 November, members were introduced to Ian Joyner of Hyder Consulting, who described how the survey of the Hodge Brook will be carried out. The work will be completed by the end of the financial year and results presented to the Forum in April, with outline findings of the survey to be given at the Annual Parish Meeting.

5. COMMUNICATIONS

To Consider Communications Sent & Received Since the Previous Meeting

5:1 Parking on the Green: a resident has raised concerns about pedestrian safety on the paths by the Jubilee shelter caused by vehicles parking and turning on the grass/mud, especially during school drop off and pick up periods.

ACTION: *to discuss under item 8:5*

5:2 Donation to Royal British Legion: the local co-ordinator for fundraising has stated that the generally accepted donation is £25 per wreath and has asked whether the Parish Council would reconsider its donation for the four wreaths supplied this year.

ACTION: *to agree to the additional donation and adjust the budget accordingly for next year.*

5:3 Tree damage on Sandpits site: a resident whose property adjoins the site has notified PPC that a sizeable piece of dead tree on boundary has crash landed in the corner of his garden. It seems to have come from a sick-looking oak tree which leans perilously across his fence. He has requested that these trees to be inspected so that any safety issues can be addressed.

ACTION: *to obtain two quotes from PPC's regular tree surgeons to assess the condition of the trees and propose any remedial work.*

5:4 Speeding traffic in School Lane: a new resident has expressed concerns about the speed of vehicles entering the village from the ranges, particularly approaching the chicane.

ACTION: *to reply to the resident with information about the VAS/SDR signs and the hoped-for relaunch of Community Speedwatch. There will also be further discussion at a future meeting of the Highways & Environment Committee.*

6. FINANCE & GENERAL PURPOSES

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

ACTION: *Payments made during October 2012 were approved and signed by the Chairman.*

6:2 To Receive the Minutes of the Finance & General Purposes Committee

ACTION: *members received the minutes of the committee meeting held on 13 November 2012.*

6:3 To Approve the Budget for 2013-14

Members noted that the details of budget had been adjusted from those approved at the F & GP committee meeting, to allow for the increased donation to the Royal British Legion.

ACTION: *the budget was approved unanimously.*

7. PLANNING

7:1 To Receive the Minutes of the Planning Committee

ACTION: *members received the minutes of the committee meetings held on 30 October and 13 November 2012.*

7:2 To Adopt the Parish Housing Survey

ACTION: *it was agreed unanimously to adopt the Parish Housing Survey.*

8. **HIGHWAYS & ENVIRONMENT**

8:1 To Receive the Minutes of the Highways & Environment Committee

ACTION: members received the minutes of the committee meeting held on 13 November 2012.

8:2 To Receive an Update on VAS and SDR Training

8:2:1 The training will take place on one of the dates at the end of January, to be finalised soon with the other parishes.

8:2:2 It has been agreed with Worplesdon and Normandy PCs to mark the SDR with its ownership details and a contact phone number to assist identification if there is a repeat incident whereby the post on which it was installed is removed. It has also been recommended that Bahram Assadi of SCC Highways be notified of each location where the SDR is installed.

For information

8:3 To Receive a Report on the Playground

This item was deferred for a future meeting.

8:4 To Response to the SCC Consultation of the Local Flood Risk Management Strategy

ACTION: members agreed "yes" responses of approval to both questions in the consultation.

8:5 To Approve Installation of Posts to Protect Pedestrians on Paths by the Jubilee Shelter

ACTION: members approved the proposal to install the posts in this area.

9. **NEWSLETTER**

To Agree Items for the January Issue

Items for the January issue will include a reminder about recycling Christmas trees at LPH; a plea for anecdotes and photographs of the floods of 2006/7 and an item about adoption of the housing survey. There will also be a notice about the cancellation of Talk Shop on 7 January.

10. **CHAIRMAN'S CONCLUSION**

10:1 To Receive the Chairman's Notices and Member's Questions

Cllr Jackson reported a query from a resident about the low profile and activities of the Parish Council and suggested that the newsletter might be used to explain PPC's achievements.

ACTION: members agreed that the committee chairmen would strive to write regular updates on activities for the newsletter.

10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (23/01/2013)

Approval of the Precept for the next financial year will be a main item at the next meeting.

10:3 To Nominate the Clerk as a Governor for Pirbright Village Primary School

ACTION: it was agreed unanimously to nominate the Clerk as a Governor for the school.

The meeting ended at 8.50pm.

Signed.....

Date.....