



PIRBRIGHT PARISH COUNCIL

Minutes of the Parish Council meeting on 25 September 2012 in the Parish Shop at 7.30 pm.

Members present:	Cllr R. Nevins (Chairman) Cllr E. Eason Cllr S. Fidgett	Cllr M. Hobbs Cllr M. Jackson Cllr R. Richmond
In attendance:	L. Graham (Clerk) PCSO P. Golding	Cllr K. Witham (SCC) Two members of the public

1. **To Receive Apologies for Absence**

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

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

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

3:2:1 Code of Conduct

Members' Registers of Disclosable Pecuniary Interests were all received by the date specified by GBC and they have been uploaded on to the PPC website.

For information

3:2:2 Precept dates

Changes in the method of calculating the Band D council tax rate will create a delay in the provision of information required by parishes in finalising their Precepts for the next financial year, and GBC has therefore now set a slightly later date in January 2013 for the submission.

ACTION: *the Clerk will prepare a paper for the next meeting to explain the changes.*

3:2:3 Fair

The fair was finally able to make a visit in the middle of the month because the ground conditions were firm enough (item 3:2:1, July). A deposit bond has been lodged to make good any damage.

ACTION: *Cllr Hobbs will inspect the area to assess this.*

3:2:4 Decals

Philip Barralet has confirmed that he received permission from SCC to place decals of French and English flags on village signs (item 5:5:b, July).

ACTION: *members agreed that the placement was acceptable.*

3:2:5 Insurance

The renewal for the insurance policy has been received for the year beginning 29 September, showing an uplift of 3% in index-linked values.

ACTION: *to pay the premium, which is part of a three-year contract with the insurance company.*

3:2:6 Parking

Parking problems around the green were caused on a recent Saturday by a combination of a craft fair at the Hall, a football match on the playing fields, the fair on the main green and a funeral at the church.

ACTION: *to implement the proposal to move back stakes along the Avenue de Cagny from near the footpath to the first tree and then assess the effect.*

3:2:7 Pond

A garden contractor/tree surgeon now resident in the village has offered to cut back vegetation around the east side of the pond free of charge.

ACTION: *to accept the offer and check that the contractor has public liability insurance cover.*

3:2:8 Drain Cover

The grasscutting contractors have again broken a cast iron drain cover on the green, near the back of the Hall, and have now replaced it with a heavy duty steel cover.

For information.

3:2:9 Bonfire/Halloween

The owner of the fair has offered to organise fireworks over the half-term period for Halloween.

ACTION: *it was agreed to await more information and accept the offer, subject to the current ground conditions.*

4. REPORTS (FOR INFORMATION ONLY)

4:1 To Receive Reports of Crime in the Parish

PCSO Golding presented the crime figures for the period 1/8/12 - 25/9/12, which showed a total of eight crimes in Pirbright village (two each of assault, burglary, criminal damage and harassment/communications offences). There were also two cases of child/vulnerable adult protection and five domestic reports, mostly involving the same household. In the Camp areas there were 15 crimes (four each of burglary and criminal damage and seven thefts).

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

Cllr Keith Witham reported on several items in Pirbright and two county-wide.

4:2:1 The footway works at School Lane, from Causeway Farm to Vapery Lane have been done.

4:2:2 The PPC ideas for the next phase of road safety improvements for the parish had been given to the SCC Highways Department, who had passed their thanks to the Parish Council for providing very helpful suggestions.

4:2:3 Cllr Witham had asked for a Give Way sign at the junction of Ash Road with the A324. White lines in the middle of the A324 have been renewed; while line markings at the junction have been promised.

4:2:4 A resident's request for an extra bollard at the end of an unofficial drive at Fox Corner, on a blind bend, have been agreed by SCC highways, for which installation is awaited.

4:2:5 SCC had launched a Surrey wide consultation regarding a Flood Management Strategy as the Lead-Local Authority for emergency planning, including flooding. Some 850 "wet spots" had been identified throughout Surrey and it was intended to have the strategy in place by January 2013, so that a funding bid could be made for the Government funds available. Cllr Witham distributed copies of the consultation document, stressing that it was essential for local flood forums and the County wide strategy to work hand in hand.

4:2:6 Potential funding has been identified to resurface the worst section(s) of Mill Lane during this financial year.

4:2:7 One local grant has been given to the Guildford Embroidery, and Cllr Witham has asked for other local groups and organisations to contact him re possible grants.

4:2:8 SCC has agreed a contract with BT to extend superfast broadband to nearly all areas of the county where it was not currently available over the next two years, so some 97% of homes would be within reach of superfast broadband.

4:2:9 Comprehensive arrangements are in hand for the winter roads maintenance programme to prepare for the winter weather.

Report from the Borough Councillor

4:2:10 Adam Owen, Trees and Countryside Manager at GBC, has left to take on a new role at Hampshire CC. The head of the department has been asked how the Heathland Conservation is going to be addressed in the meantime and who will be primarily responsible. Given current cut-backs, there is inevitably going to be some delay and some residents have expressed concern about the speed with which silver birch and Scots pine are taking over the heathland areas. It is still intended to carry out works at the bottom of Chapel Lane next February, but no confirmation has been received of this.

4:2:11 A grant from the Environment Agency has been obtained to carry out a flood prevention survey of the Hodge Brook catchment area (i.e. along Mill Lane and down as far as Fox Corner), and consultants were invited earlier this month to submit proposals to undertake a study.

4:2:12 A roller-shutter gate has been installed at Brookwood Station and is operational. The Cemetery owners have been requested to keep their gates open and they have said that they are willing to do this, subject to South West Trains confirming the precise arrangements.

4:3 To Receive a Report on Lord Pirbright's Hall Activities

4:3:1 The Clerk reported that the Hall had been busy during August and September, with two large wedding receptions and a funeral wake. Staff involvement in helping the organisers had been appreciated and useful.

4:3:2 Audio equipment has been replaced by a new system and is proving easy to operate and effective. The Rawlins Club was able to attach its own equipment to the system and had also used the new screen in the main hall for projecting slides.

4:3:3 The locking system has been upgraded, with a new digital lock being fitted to the south door to provide extra security and easier access for ballet students. The existing lock was transferred to the east door so that key holders have the convenience of being closer to the car park.

5. COMMUNICATIONS

To Discuss Communications Sent & Received Since the Previous Meeting

5:1 Institute of Animal Health: Steve Oliver (Project Manager for IAH development) has invited members of PPC to attend the Open Doors weekend, organised by Shepherd Construction, on 9 & 10 November. Visitors are requested to pre-register online and present identification.

ACTION: *to accept the invitation for six members of the Parish Council on the Friday.*

5:2 Shepherd Construction: Gail Gillatt (Marketing Manager on the IAH development) has asked about another project for the village that Shepherd could become involved in. They have expressed interest in improvements for the children's playground, such as repainting the swings.

ACTION: *to thank Gail Gillatt for the offer and to follow it up with her.*

5:3 Street Cleansing: GBC is holding public consultations to review the street cleansing service. Public consultations are being held around the borough in October.

For information

5:4 Pirbright Surgery: Dr Henderson and her husband have exchanged contracts on The Old Vicarage and are planning to move in around the end of October. The practice has thanked the Parish Council for its time and support. The next step will be to look at developing the surgery on its current site to meet the needs of an increasing list of patients and there is room to expand the building. The practice will seek PPC's opinion on draft plans in due course.

For information

5:5 Boot camp fitness training on the green: Parafit UK has approached the Parish Council for permission to hold fitness training sessions on the Green, beginning with an open day. Pirbright Cricket Club has agreed to offer use of the pavilion on a trial basis for the event.

ACTION: *to grant permission for this, subject to suitable ground conditions.*

5:6 Oak tree planting on the Little Green: the son of a former Pirbright resident has requested permission to plant a oak tree sapling on the Little Green in memory of his mother, who grew up at Bakery Cottage. The sapling is currently very small and is being cared for by the resident's brother, who still lives in the village.

ACTION: *to continue nurturing the sapling until it is large enough to plant out.*

5:7 Vacancy in Cowbridge Meadow: English Rural Housing Association have notified PPC about a rented house that has become available in Cowbridge Meadow.

ACTION: *the vacancy has been withdrawn because the current tenants no longer wish to move.*

5:8 Bench on the Green: the donor of a bench near the children's playground has requested PPC for permission to add an additional plaque in memory of her late father.

ACTION: *to grant permission for this.*

5:9 Highways issues: SCC has sent notice of the intention to impose a 40pmh limit on various local roads in the area, including the entire length of the Fox Corner roundabout and the B380, Guildford Road, from its junction with the Fox Corner roundabout north-westwards for 10 metres. A resident has notified PPC that the footway near Keill House and a gully in Guildford Road have been repaired by SCC at his request.

For information

5:10 Matters raised during the public forum

A resident raised an query about work being carried out at a house in Dawney Hill. She had been in touch with the GBC Conservation Officer who will ask an enforcement team to review the work.
For information

6. FINANCE & GENERAL PURPOSES

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

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

7. PLANNING

7:1 To Receive the Minutes of the Planning Committee

ACTION: *members received the minutes of the committee meetings held on 31 July, 16 August and 11 September 2012.*

7:2 To Review the results from the Housing Survey

Results show need for some additional housing in the parish and the next stage will be to identify actions to reflect issues raised.

ACTION: *the Rural Housing Enabler will be invited to attend the October meeting to discuss the results with members, which could be followed at a later date by a presentation for residents.*

8. HIGHWAYS & ENVIRONMENT

8:1 To Receive an Update on VAS and SDR Training

Training dates are still to be set with Worplesdon & Normandy to make a viable session. The SDR has not been possible to set up because a tool is missing. It is planned to set up the equipment in Dawney Hill soon and the former parish councillor is still willing to help with the installation.

8:2 To Receive a Report on the Playground

8:2:1 A report from Cllr Newman will be received at the next meeting.

8:2:2 The LPH caretaker has been cutting the grass regularly on the area behind the Hall, where the village sign is sited, and in the churchyard, around the war memorial. He has also offered to do an occasional cut in the children's playground (in addition to that of the regular contractor) with a grass box to pick up the cuttings that are being transferred into the Hall on children's feet.

ACTION: *to accept his offer and ask him to record the time it takes.*

8:3 To Consider the SCC Lengthsman Scheme for the Parish

Surrey CC is resurrecting its lengthsman scheme for parish councils to encourage more local participation in activities such as sign cleaning, cutting back overgrown vegetation, management of epicormic tree growth, flyposting removal etc. It is proposed that parishes could raise money for a lengthsman and then place a request for matched funding from increased highways budgets now available to local committees.

ACTION: *to consider the scheme at the next meeting of the H & E committee.*

9. NEWSLETTER

To Agree Items for the November Issue

Items for the November issue will include the results of the Rural Housing Survey, with a reference to its publication on the parish website, plus the availability of the new sound system and projector screen in LPH.

10. JUBILEE

To Receive a Report about the Meeting to Discuss Jubilee projects

10:1 The meeting was held on 12 September to present the audited accounts for the Jubilee Fund to the residents who donated financially to the costs of the parish celebrations. The Fund has a surplus of £2557.88, including £530 profit from the cash bar and it was agreed by the Parish Council to consult them, as financial stakeholders, about how the surplus might be spent.

10:2 Invitations to the meeting were sent to the 135 households that donated to the fund, with a list of possible projects to mark the Jubilee and a line for residents' own suggestions. Fifty-six households replied to the invitation, most of whom selected projects, including extra suggestions, but none requested a refund of their donation.

10:3 The results from the suggestions for projects were:

- Option 1 (donation of cash-bar profit to the Church) 19 votes
- Option 2 (creation of wildflower area in the new part of churchyard) 7 votes
- Option 3 (matching benches for the churchyard and village green) 16 votes
- Option 4 (equipment for music department at the primary school) 8 votes
- Option 5 (sports/keep fit equipment to encourage participation) 11 votes
- Option 6 (new piece of equipment for the children's playground) 23 votes
- Option 7 (residents' own suggestions): improvements for the village hall (including a new cooker and quality audio/visual equipment); a donation for the Peribus; sports equipment for the school; a marquee & tannoy system.

10:4 Following discussion about the various projects, it was agreed by a majority of those present to focus on the three that won most general support (options 1, 3 and 6). Other ideas will remain on a wish list for the future. It was also agreed that purchase of a bench for the village green might proceed and that grants would be sought to add to the balance in order to buy a new piece of equipment for the children's playground.

10:5 In response to a suggestion from the floor, it was agreed that the Parish Council would write to the Parochial Church Council to request that the donation of the cash-bar profit might be used on a project to commemorate the Jubilee.

ACTION: *to adopt the proposals in the report and to support the working parties in taking forward the ideas for the commemorative projects.*

10:6 The garden party for afternoon tea with fizz, held on 23 September, to thank the helpers at the Jubilee celebrations was a great success, although it was relocated to LPH because of very wet weather.

11. CHAIRMAN'S CONCLUSION

11:1 To Receive the Chairman's Notices

The Chairman passed on an invitation to members for an event on 4 October at the IAH to mark the burial of a time capsule in Pirbright's new laboratory, followed by a reception. Members were also reminded about the Macmillan coffee morning on Saturday 29 September.

11:2 To Note Items for Inclusion on the Agenda for the Next Meeting (30/10/2012)

A presentation on the housing survey, the revised arrangements for the submission of next year's Precept and a report on the playground will be items for inclusion on the agenda for the October meeting.

The meeting ended at 9.00pm.

Signed.....

Date.....