



PIRBRIGHT PARISH COUNCIL

Minutes of the Parish Council meeting on 30 April 2013 in the Parish Shop at 7.30 pm.

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

In attendance: L. Graham (Clerk) & PCSO Rachel Yeomans

1. **FORMALITIES**

To Receive Apologies for Absence

Apologies for absence were received from Cllr Keith Witham (SCC) and Cllr G. Jackson (GBC).

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

ACTION: *Cllr Fidgett and Cllr Hobbs made personal declarations of interest re Item 5:11.*

MINUTES

3. **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 26 March 2013, should be approved and the Chairman signed them.*

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

3:2:1 Playground: the new pieces of equipment have been installed in the playground at LPH. A resident had queried whether there would be a plaque to say that the equipment had been bought from the surplus funds of residents' contributions to the Jubilee celebrations.

DECISION: *members agreed that a suitable plaque could be installed if the budget allowed. The new equipment has been added to the Asset Register and insurance policy.*

REPORTS (FOR INFORMATION ONLY)

To Receive Reports of Crime in the Parish

PCSO Yeomans reported on two crimes in the village area of the Parish (burglaries at a dwelling and a shed) plus one other offence (drink driving). In the Camp areas there were six crimes (one burglary and five thefts from motor vehicles). There were three non-crimes reported in the Parish.
For information.

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

4:2:1 Cllr G. Jackson had suggested regular liaison meetings with representatives in Pirbright Camp to restore traditional links.

DECISION: *members liked the idea and proposed that there might be an initial meeting to include a representative from PPC, the Vicar and the ward members of SCC and GBC, in order to scope the proposal.*

4:2:2 Cllr Witham had been contacted by the owner of a mobile shop, currently trading regularly in Normandy, to enquire whether it would be possible to do the same in Pirbright.

DECISION: *members suggested that the shop could park near the butcher's for a trial period.*

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

The contractor for the rebuild of the Green Hut had confirmed with GBC Building Control that the area to be heated could be considered exempt from the requirements of Building Regulations L2—Conservation of Fuel & Power in new buildings other than dwellings, because of the proposed use as meeting room by the Parish Council and Hall Trustees.

For information.

5. **COMMUNICATIONS**

To Consider Communications Sent & Received Since the Previous Meeting

GBC issues:

5:1 GBC has announced the **Guildford in Bloom competition**, with seven categories which are open to residents and businesses. Entries must be received by 14 June.

For information.

5:2 GBC has launched the **Love Where You Live Campaign** with the offer of a two-man crew who will come to the parish to tackle extra tasks not normally be carried out as part of regular street cleaning. Residents will also be invited to nominate places by contacting the Parish Clerk.

ACTION: *to nominate Cemetery Pales for special cleaning.*

5:3 Guildford Design Awards are open for entry for architectural and environmental projects that contribute to the quality and sustainability of our local environment. Closing date for entries is 7 June.

For information.

5:4 GBC's Dog Warden has visited the Sandpits area to consider installation of a dog waste bin, following a further request by a resident. GBC's Cleansing Inspectors state that a litter/dog waste dual use bin could be placed on the site if PPC can finance it (the bin, installation and emptying), which could also help if there is any litter produced by the school. The Dog Warden will carry out more foot patrols in School Lane and will deal appropriately with anyone witnessed failing to clean up immediately after their dog. In the meantime the warden has put up warning notices.

ACTION: *it was agreed to review the situation later to see if the notices are effective. A letter will be sent to Surrey Wildlife Trust and a request made to the school to put a notice in its newsletter.*

SCC Highways issues:

5:5 A resident has reported flytipping near **bridleway 421** (past Stream Farm Kennels). This was forwarded by SCC to the MoD (Landmarc) for action because the tipping was not blocking the Right of Way.

For information.

5:6 A **Heath Mill Lane** resident has queried whether the responsibility for filling potholes in the lane, which is unadopted, should be entirely to residents because it is also a public footpath.

ACTION: *SCC has responded that the County Council has a duty to ensure that the footpath is open and safe for the public to use on foot. There are many public footpaths that run over private roads and drives, and it is generally the case that potholes in such paths are caused by vehicular traffic rather than pedestrian use. Landowners and occupiers are usually responsible for repairs to such wear and tear. Should a member of the public be injured while using the path, it would depend upon the individual circumstances as to who might be responsible, but generally a claimant would have to prove that 'someone', e.g. the council or residents, had been negligent or had done something that caused the person to be injured.*

5:7 Several residents have complained about the number of contractors parking outside Tangles in Mill Lane, making it difficult and possibly dangerous for other passing vehicles.

ACTION: *the Clerk passed this on to the local police team, which has promised to make visits on a regular basis.*

5:8 A resident has complained that the footway opposite Lord Pirbright's Hall is not draining after heavy rain.

DECISION: *the flooding has now dried up but will be reported to SCC if there is a recurrence.*

5:9 An elderly resident has complained about the steep kerbs on the corner of Dawneys Road, a leaning fire-hydrant notice and the light access box being left unsecured on the lamp standard.

ACTION: *the Clerk has visited the location to find that the light access box had now been closed but that there was probably nothing that could be practically done to remedy the other issues.*

5:10 Flooding problems in Guildford Road (by Rowe Lane) and Chapel Lane reported to the Parish Council have been passed to SCC Highways and the Flood Forum.

Other issues:

5:11 A resident has complained that developers of Westholme in the Sandpits have placed a skip and portaloo on land owned by PPC.

ACTION: a member of the Parish Council will raise the issue with the owner of the property.

5:12 A resident on the Little Green has requested permission for guests to park on the Little Green for a family wedding in August.

DECISION: to grant permission, subject to suitable ground conditions at the time.

5:13 A resident has requested permission to install a 6' classic bench on the Little Green in memory of her late husband. The proposal is to secure it into a brick base which would mirror the brick paths of her home and installer will ensure that the land around is gently sloping so that mowing is straight forward.

ACTION: to request a drawing to show the proposed position and design, stating a preference that the brickwork should be level with the ground.

5:14 One of the church wardens (Philip Barralet) has requested permission to:

a) fly a Welsh flag on the day of the Cardiff choir concert.

DECISION: to approve this request.

b) erect a banner for the Church plant sale on the Green, immediately behind the White Hart sign (last year it was erected without permission on the Little Green).

ACTION: the Clerk acknowledged the request, stating that the matter of banners and hoardings had previously been raised informally by a couple of councillors and with one of the organisers about the scarecrow proposed at White Hart Corner for this year's festival. In addition, there are Health & Safety implications, including liability, which need to be risk assessed.

DECISIONS: 1) the banner may be placed on the Little Green (not White Hart corner);

2) the fixings must be secure and 3) any issues of liability will be the responsibility of the fixer.

5:15 Brown Owl (Julie Collins) has requested permission for the Brownies to create some SLOW DOWN notices on A4 cards, fixed onto canes, to be placed in a row next to the three main roads coming into Pirbright. They could leave them there for a week only, then take them out. They might even organise the Brownies to hang out on the day of their meeting at the different areas for an half an hour to put the message across more.

DECISION: members agreed to the proposal, subject to consent from parents of Brownies involved.

6. FINANCE & GENERAL PURPOSES

6:1 To Approve PPC Payments Made During April 2013

ACTION: the schedule of payments for April 2013 was approved and signed by the Chairman.

6:2 To Approve Petty Cash Payments for 2012-13

ACTION: petty cash vouchers for the previous financial year had been checked by Cllr Jackson and payments for 2012-13 were approved.

6:3 To Approve the Receipts & Payments Accounts for 2012-13

Cllr M. Jackson verified that the figures in the closing bank statements agreed with those shown on the Receipts & Payments summary and that expenditure was within budget.

ACTION: the Receipts & Payments Accounts, including the bank reconciliation and list of allocated reserves for 2012-13, were reviewed and approved.

6:4 To Approve Transfer of Allocated Reserves to a Higher Interest Bond - approved £20K

ACTION: members agreed to transfer £20,000 to a higher interest bond.

6:5 To Approve Use of the Green for the Scarecrow Festival & Discuss Associated Licensing Conditions

ACTION: members approved the request. Cllr Nevins, Cllr Richmond and Cllr Hobbs agreed to serve on a sub committee to discuss associated licensing conditions and other requirements with the Festival organisers.

7. **PLANNING**

To Receive the Minutes of the Planning Committee

ACTION: members received the minutes of the meeting held on 9 April 2013.

8. **HIGHWAYS & ENVIRONMENT**

8:1 To Receive an Update on the VAS/SDR Equipment

Cllr Hobbs reported that the SDR had been returned from Worplesdon for 4-5 weeks and would be installed in Gole Road, Cemetery Pales and School Lane.

For information.

8:2 To Receive a Report from the Emergency Sub-Committee

Work to prepare a Parish Emergency Plan has begun. It is still in the early stages, considering what needs to be done, locations for possible emergencies, various eventualities, marshalling points and identifying vulnerable people and those who can help. Cllr G. Jackson is preparing a first draft for consideration, with the intention that the final Plan should reside in the Parish.

For information.

8:3 To Receive a Report from the Flood Forum

The draft survey of the Hodge Brook catchment area has been completed by the consultants and is ready for validation.

For information.

8:4 To Discuss the Road Safety Scheme Phase 2

Further responses to PPC's proposals for phase 2 of the safety scheme have been received from SCC Highways but nothing more has been offered for School Lane. SCC also remain adamant that physical speed calming measures are not usually installed on 'A' roads, although the design team will look into the possibility of some kind of measures.

ACTION: members agreed to discuss the issue with the ward member of SCC and request a meeting with Highways representatives.

9. **NEWSLETTER**

To Agree Items for the June Issue

Items for the June issue will include police advice about hiding valuables in cars (especially sat navs).

10. **CHAIRMAN'S CONCLUSION**

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

The Chairman reported on the ceremony for the Mayor's Awards for Service to the Community, for which PPC had nominated the Pirbright Bunting Club, Pirbright Historians and The Guildford Embroidery. Sally Clinton has requested that the Bunting Club's certificate might be hung in the Clubroom.

ACTION: members agreed that the certificate and a selection of Jubilee photos would be framed and hung in the Clubroom of LPH as a record of Pirbright's Jubilee celebrations.

10:2 To Discuss Any Issues Raised at the Annual Parish Meeting

Issues and questions raised during the Public Forum mostly concerned the Hodge Brook survey and other flooding matters, to which Cllr G. Jackson and Cllr Witham responded.

10:3 To Note Items for Inclusion on the Agenda for the Next Meeting (14/05/2013)

Items for inclusion on the next agenda will be the grant offer for neighbourhood plans and the SCC rail study.

The meeting ended at 9.15pm.