



# PIRBRIGHT PARISH COUNCIL

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

**Members present:** Cllr R. Nevins (Chairman) Cllr M. Jackson  
Cllr S. Fidgett Cllr R. Richmond

**In attendance:** L. Graham (Clerk) & Cllr G. Jackson (GBC)  
PC S. McMurtry & PCSO R. Yeomans

## 1. **FORMALITIES**

### **To Receive Apologies for Absence**

*Apologies for absence were received from Cllr Eason, Cllr Hobbs, Cllr Newman & Cllr K. Witham.*

## 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 meeting held on 25 June 2013 should be approved and the Chairman signed them.*

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

**3:2:1 Cowbridge Meadow (5:1, June):** the English Rural Housing Trust submitted one name as a potential resident, whose local connection was verified by the Clerk.

*For information.*

**3:2:2 Flower Show parking (8:3, June):** Cherrywood Nursery offered use of its car park for the day and the fair had left an adequate area for parking near the outer car park on Avenue de Cagny.

*For information.*

**3:2:3 Forms submitted:** during the course of the month forms have been completed and submitted for grant aid applications for 2014-15, annual tree maintenance on the Green and the SCC Lengthsman scheme.

*For information.*

## 4. **REPORTS (FOR INFORMATION ONLY)**

### **4:1 To Receive Reports of Crime in the Parish**

**4:1:1** The police crime statistics for the past month show three crimes in the village (two assaults, one theft) plus one non crime (an internet communication offence). In the Camp areas 10 crimes were recorded (including one criminal damage, seven thefts, one interference with a motor vehicle) plus two non crimes.

**4:1:2** An operation is being put in place in conjunction with military police and residents are being encourage to report theft.

*For information.*

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

There were no reports from GBC & SCC.

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

Consent was granted by GBC to fell the conifer tree at LPH and the work has been completed. The engineer's report on the new Green Hut has been submitted to building control at GBC who have also specified a variety of fire control features to be used in the new building.

*For information.*

5. **COMMUNICATIONS**

**To Consider Communications Sent & Received Since the Previous Meeting**

**GBC issues:**

**5:1 GBC** has produced a set of documents describing the role and characteristics of settlements across the borough to provide a better understanding of where new development might go.

**ACTION:** for discussion under item 7:2.

**5:2 GBC** has requested updates for the Community Ideas Database.

**ACTION:** for discussion under item 7:3.

**SCC issues:**

**5:3 SCC** has launched its 2013 Love Food campaign, to encourage Surrey residents to reduce the 75000 tonnes of food waste in the county every year.

**ACTION:** to place a piece in the newsletter to publicise the campaign.

**5:4 SCC** has begun a programme of work "Ageing Well", to support residents to live and age well in the county. It includes a campaign to encourage businesses to become dementia friendly to help sufferers of the disease and also aid compliance with the Equality Act of 2010.

**ACTION:** to learn more about the campaign and how the Parish Council and Lord Pirbright's Hall can become dementia friendly.

**Other topics:**

**5:5 Circus Normandie:** the circus has requested an alteration of the date agreed to their visit to the parish, from 9th September to 17th September.

**DECISION:** to approve the date, subject to ground conditions being suitable at the time of arrival.

**5:6 Old Forge redevelopment:** contractors for the redevelopment have sent notice that demolition of the Old Forge will start work in August, with completion scheduled for June 2014.

*For information*

**5:7 Estate Agents' Advertising Boards for Local Events:** a local resident has complained about the proliferation of these boards to publicise local events because he considers they detract from the pleasant appearance of the village.

**ACTION:** the Clerk has contacted GBC's Planning Department for advice. The local policy is that boards should not contain more than 50% of the board to advertise the agents and that boards should be removed during the week following the sponsored event. Advertisement regulations do control the size of boards but not the quantity or spacing of them.

**DECISION:** members did not accept the correspondent's proposals to restrict the boards to 15 within the parish boundary or to specify that they should be spaced a minimum of 100 metres apart but they did agree that the boards should not be erected more than 2-3 weeks before the event being advertised and that they should be removed during the week afterwards.

6. **FINANCE & GENERAL PURPOSES**

**6:1 To Approve PPC Payments Made During July 2013**

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

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

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

**6:3 To Adopt the Annual Return for 2012-13 and Review the External Auditors' Report**

**ACTION:** members adopted the Annual Return for 2012-13. There were no matters that required the External Auditors to issue a separate additional issues arising report.

**6:4 To Approve Closure of the PPC Bank of Ireland Current Account**

**DECISION:** members agreed that the account should be closed.

**6:5 To Agree in Principle a Staff Salary Increase of 1%**

**DECISION:** members approved salary increases of 1% for the Clerk and LPH cleaner, based on the scales negotiated by NALC, to be back-dated to April 2013.

**6:6 To Receive the Insurance Company's Report on the Playground Inspection**

Cllr Richmond and the Hall caretaker met the engineer for the inspection, which enabled clarification and discussion about some of the issues causing concern, such as the height of the roundabout and the gap between safety surface tiles that varies with the weather. The main action required is re-painting of the swings frame and the base panel of the seesaw.

*For information*

**7. PLANNING**

**7:1 To Receive the Minutes of the Planning Committee**

*Members received the minutes of the meeting held on 24 July 2013.*

**7:2 To Review the GBC Settlement Profile for the Parish**

Members reviewed the settlement profile for the parish, which GBC has produced as one of the documents that will inform the new Local Plan. It was noted that much of the description is of the wider parish and that the settlement scores 31 out of 40, the same as Fairlands and Peasmarsh, and the second highest out the all villages assessed.

*For information*

**7:3 To Consider Items for the Community Ideas Database**

GBC has request an update to the Community Ideas database, which aims to capture communities' ideas for small environment works in the local area, for which funding may come from future S.106 agreements negotiated as part of a planning application. A response is required by 30 September.

**ACTION:** *members reviewed the current list for the parish, noting that some projects had been done independently of the scheme while others are in hand.*

**DECISION:** *to agree ideas at the September meeting for submission to GBC by the required date.*

**8. HIGHWAYS & ENVIRONMENT**

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

The SDR has been erected recently in School Lane, Gole Road and on Cemetery Pales before and after the speed hump, but Cllr Hobbs needs to assess the figures before passing them on. He also had concerns about the readings for Gole Road which might suggest that either it wasn't mounted correctly or the palm reader is malfunctioning, but he will know more after analysing the figures.

**8:2 To Receive an Update on the SCC Lengthsman Scheme**

The Clerk has met with Paul Bucknall (SCC) and the Clerk to Worplesdon PC to discuss training and other requirements for the scheme. It will be necessary for the Lengthsman to undergo training in signing, lighting and guarding and for a similarly trained supervisor to monitor the works.

*For information*

**9. NEWSLETTER**

**To Agree Items for the September Issue**

The Lengthsman scheme will be included in the September issue.

**10. CHAIRMAN'S CONCLUSION**

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

There were no notices or members' questions

**10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (26/09/2013)**

The Community ideas database will be included on the agenda for the September meeting.

The meeting ended at 20.40pm.

Signed.....

Date.....