



# PIRBRIGHT PARISH COUNCIL

Minutes of the Parish Council meeting on 25 June 2013 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) & Cllr Keith Witham (SCC)

1. **FORMALITIES**

**To Receive Apologies for Absence**

*Apologies for absence were received from Cllr Newman & 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 meetings held on 30 April, 14 and 28 May 2013 should be approved and the Chairman signed them.*

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

**3:2:1 Annual Return for 2012-13:** the external auditor has signed off the Annual Return, stating there were no matters that required a separate issues arising report.

*For information.*

**3:2:2 Projects:** the reroofing work on the bus shelters and cricket pavilion has been completed and grant aid received from GBC. A new printer/photocopier has been purchased for the Parish Office, for which grant aid has also been received.

*For information.*

**3:2:3 Flooded footway** (reported in April): SCC Highways have cleared the gully near the footway from Hideaway to the corner of Church Lane, replacing a section that was clogged by tree roots. A manhole cover in the verge outside Spar Cottage that was covered in grass has been exposed but now presents a hazard because it is at least 3" lower than the surrounding grass.

**Action:** *photographs taken by Cllr Hobbs have been passed to Cllr Witham. A couple of bollards will be placed on the cover in the meantime.*

**3:2:4 Unsightly portaloo** (reported in April): the unsightly portaloo on the Sandpits site has been moved on to the curtilage of the property being redeveloped.

*For information.*

**3:2:5 Brownies' Slow Down notices** (April): the Brownies had a successful outing with their signs, and received a positive response from passing motorists. Brown Owl has now suggested that the banner might be put somewhere in the village for a while to help slow drivers down.

**DECISION:** *it was agreed that the banner might be hung from the railings of the recreation ground.*

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

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

No member of the police was available to present a report to the meeting but statistics had been sent by email. Across the parish during May and April there were three assaults, one burglary, one case of criminal damage, one of drugs, 14 thefts, four child/vulnerable adults reports and one other non crime.

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

**4:2:1** There was no report from GBC.

**4:2:2 Project Horizon:** Pirbright will benefit from SCC's county-wide expanded road programme of £120 million, approved for resurfacing over the next two years. During this financial year, this will include School lane, (A324 to Vapery Lane), Grange Road (from Vapery Lane to Gapemouth Road) and all of Queens Road. In the next financial year, the Aldershot/Guildford Road( A324) from Pirbright Green to Cobbetts Hill Road will be resurfaced. In all, 16 road schemes have been approved for the Worplesdon division to resurface some eight miles of road. There is scope to add some roads into the programme for year 2.

**Pirbright road safety scheme:** the highways engineer preparing the scheme has agreed to meet with the Parish Council as soon as the drawings are back from Atkins, the designers.

**ATC Pirbright play area scheme:** Cllr Witham is supporting a request from ATC Pirbright for a grant from the Surrey Communities Fund, for which £50,000 has been applied .

**Guildford High Street:** the Guildford Local Committee has put in hand requests for funding from a variety of sources to relay the surface of the High Street, estimated at £1.5 million, rather than more piecemeal repairs, as the iconic road of Guildford and Surrey

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

**New Green Hut:** an application to fell the conifer tree has been submitted and an amendment has been made to the original application to include roof lights and doors to match those on the Club-room. The condition that required details of materials has been signed off and detailed technical drawings have also been submitted to GBC Building Control.

*For information*

## **5. COMMUNICATIONS**

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

**5:1 Cowbridge Meadow:** English Rural Housing Association, which administers Cowbridge Meadow, has sent posters advertising a vacancy in one of the shared ownership houses. The Parish Council will be contacted in due course with a list of potential residents to verify their local connection.

*For information*

**5:2 Circus Normandie:** the circus would like to visit Pirbright, arriving on Monday 9 September and leaving on Monday 16th. The big top holds 200 and performances include jugglers, acrobats, aerialists and clowns (no animals); their lorries are 7.5 ton.

**DECISION:** *it was agreed to permit the visit from the circus, subject to agreement of £120 green fees per night, £200 deposit bond and the ground conditions being suitable at the time of arrival.*

**5:3 Knowl Hill School** has requested permission to hold their duck races on the cricket ground on Saturday 13 July between 11am-3pm.

**ACTION:** *the Cricket Club chairman has confirmed that the ground may be used.*

**5:4 Brookwood Military Cemetery** has requested permission to erect a banner on the village green to advertise its Open Day on 13 July.

**ACTION:** *the Clerk has contacted the local resident who erected the banner for the Scarecrow Festival to request that the same structure might be used.*

**5:5 Avenue de Cagny 1:** a local resident has requested a change to the footways at the junction of Avenue de Cagny with Guildford Road, to prevent her children and others from walking through the middle of the busy car park and also remove the need for them to cross at the busy 3-way junction. She proposes that that footpath on the cricket pitch side by extended to a point where the children could cross over to the main green at a quieter place in the road.

**ACTION:** *members agreed that the area of Avenue de Cagny between the car park and traffic lights could be dangerous at school drop off and collection times. SCC Highways will be asked for advice and the issue might be included in the Road Safety Scheme phase 2.*

**5:6 Avenue de Cagny 2:** another local resident is querying why the posts on Avenue de Cagny are often wonky and/or at inconsistent heights. Is there someone on the Parish Council who looks after these things and can put the posts perpendicular to the ground and the same height as each other?  
**ACTION:** *the Clerk has replied that the LPH caretaker constantly picks up/straightens up the posts which are regularly being knocked by the gang mower, passers by and who knows who else. They are not cemented in because they do need to have some give in case of impact and current ground conditions have some effect on how well they stay in and upright.*

## **6. FINANCE & GENERAL PURPOSES**

### **6:1 To Approve PPC Payments Made During May and June 2013**

**ACTION:** *the schedules of payments for May and June 2013 were approved and signed by the Chairman.*

### **6:2 To Propose & Discuss Ideas for Grant-Aided Projects for 2014-15**

Ideas proposed for grant-aided projects include land drainage improvements to the cricket ground, a radio microphone with a variety of components for use at public meetings, and soundproof doors to cure noise transfer between the main hall and clubroom at LPH.

**ACTION:** *the ideas will be costed in detail for discussion and approval by the Finance & General Purposes Committee meeting on 9 July.*

### **6:3 To Discuss Any Issues Raised by the Scarecrow Festival**

Members agreed that the Festival went very well and that the Army ATR cadets were excellent as marshalls and in helping stallholders to transfer goods from their vehicles on to the Green. Minor comments were that the First Aiders were not always visible (they were forced to take shelter inside during heavy downpours of rain), there was not enough seating provision outside, disappointment that there was no facility for refreshments during the morning in the clubroom and that guy ropes of gazebos were not always easy to see.

**DECISION:** *the deposit bond of £200 for the Green could be returned to the PPCC intact, although extra cleaning had been required in LPH, for which the cost was deducted from that deposit bond.*

## **7. PLANNING**

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

**ACTION:** *members received the minutes of the meetings held on 30 April, 14 and 28 May.*

**7:1:2** Members noted that GBC had approved the application for removal of yew trees in the churchyard. Cllr Fidgett stated that the Pirbright Institute has stated a wish to present the next phase of work to the PPC in July or September.

### **7:2 To Approve the Site Plan for a Commemorative Bench on the Little Green**

Members had previously agreed in principle a resident's request to install a classic 6' bench on the Little Green in memory of her late husband.

**DECISION:** *members approved the drawing showing the proposed design and position for siting the bench, and also agreed that PPC could order and pay for it from a donation made to the community fund, to be authorised at the forthcoming meeting of the Finance & General Purposes committee.*

### **7:3 To Discuss the Possibility of a Neighbourhood Plan for the Parish**

Cllr Fidgett explained that neighbourhood plans tie in with the new GBC Local Plan, currently under preparation. Tracey Haskins has moved on from GBC and a new officer is now in place. He felt that villages less likely to be targeted for housing because of the lack of infrastructure and amenities.

**DECISION:** *members agreed to keep options open, meet with new officer at GBC in due course and, if policies moving forward aren't right for the parish, to make a decision to proceed with a neighbourhood plan. In the meantime, it might be wise to explore the costs and actions needed for such plans.*

### **7:4 To Agree a Response to the SCC Consultation on the Railway**

**ACTION:** *members agreed to support the proposals for Cross Rail 2 via the SCC website.*

**8. HIGHWAYS & ENVIRONMENT**

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

Cllr Hobbs reported that SDR would be in School Lane for another week after which it would be moved to Cemetery Pales and he would email Bahram Assadi (SCC) to notify him of the new position.

**8:1:2** Cllr Hobbs stated that he wished to contact Mr Hart of the primary school for information re Vapery Lane being used by classes of children walking to the Camp for swimming. It was suggested that he should also raise concerns with SCC about the condition of the footpath that runs from Vapery Lane to Gole Road alongside the golf club, which forms part of the route from the school to the Camp.

**8:2 To Receive a Report from the Flood Forum**

**ACTION:** *the minutes of the meeting held on 26 April were received by the Parish Council.*

**8:3 To Agree a Parking Area for the Flower Show**

**DECISION:** *members agreed that the area between outer car park and fair might be used for parked vehicles. In addition it was suggested that the Chairman of the Horticultural Society could ask Cherrywood Nursery if its car park may be used for disabled drivers.*

**9. NEWSLETTER**

**To Agree Items for the August Issue**

Items agreed for inclusion in the August issue include PPC's Audit being returned and signed off, the resurfacing of roads under Project Horizon and an update on GBC's Local Plan.

**10. CHAIRMAN'S CONCLUSION**

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

The Chairman announced that she had attended the Guildhall for raising the flag for Armed Forces Day and confirmed that the Union flag will be flying in Pirbright on 29 June. She had also attended the reopening of the refurbished Sandes Centre in Pirbright Camp.

**10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (30/07/2013)**

*There will be an update on the Green Hut and consideration of having public phone box on the Green repainted.*

**Dates for other future meetings:**

Finance & General Purposes Committee: Tuesday 9 July 7.30pm.

Main Parish Council: Tuesday 30 July 7.30pm.

Signed.....

Date.....