



PIRBRIGHT PARISH COUNCIL

Minutes of the Parish Council meeting on 29 October 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 K. Witham (SCC)

1. FORMALITIES

To Receive Apologies for Absence

Apologies for absence were received from Cllr C. Newman.

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 24 September 2013 should be approved and the Chairman signed them.*

3:2 To Receive the Clerk's Report (for information, unless further action is specified)

3:2:1 Tree surgery: GBC's consent for the tree surgery to remove epicormic growth and dead wood on several trees around the Green eventually arrived and the work has been carried out. The Planning Officer has confirmed that dead wood may be removed without specific consent but approval must be sought for removal of live growth, including epicormic material, on trees in the conservation area.

3:2:2 World War 1: the Clerk will be meeting GBC's Cllr Bob McShee, to receive an update on the borough's plans to commemorate World War 1.

3:2:3 St Michael & All Angels church: the Chairman and Clerk attended a meeting to discuss the plans to celebrate the 800th anniversary in 2014 of the first recorded place of worship on the site. There will be events with a medieval theme throughout the year, including the Scarecrow Festival.

4. REPORTS (FOR INFORMATION ONLY)

4:1 To Receive Reports of Crime in the Parish

4:1:1 No member of the police was available to attend the meeting but crime figures for the month show that in the village area of the parish there was one burglary of a non-dwelling and one unspecified non-crime. In the Camp areas there were two non-crimes.

4:1:2 The Clerk reported that she had contacted PC McMurtry to enquire about recent police activity near the caravans that had been parked in woodland on the south-east side of Pirbright Arch. It had been assumed that the vans were being used to provide facilities for workers doing railway works but PC McMurtry's response said that they were migrant workers and would soon be moved on by GBC.

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

Cllr Witham proposed that he would in future forward emails from SCC Emergency Management if bad weather or other problems are forecast. The Clerk would forward them on to members.

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

Members received the minutes of the Lord Pirbright's Hall AGM, held on 3 October 2013.

5. **COMMUNICATIONS**

To Consider Communications Sent & Received Since the Previous Meeting

GBC issues:

5:1 Guildford Local Plan: Pirbright's MP has supplied a copy of a letter sent to the Leader of GBC to ask about the implications in the Local Plan for parishes that fall under his constituency responsibility, especially in determining the number and types of houses that may be built.

ACTION: *the Local Plan will be discussed further under 7:2 and by the Planning Committee.*

5:2 Parking in The Gardens: GBC's On-Street Parking Co-ordinator has made an interim response to a resident's query about the problems created by commuters who park at the end of The Gardens, making it difficult for service vehicles to turn and drive out in forward gear. However, the track is unadopted and is not owned by GBC, although it does have responsibilities for the surrounding common land. The issue has been referred to the head of GBC Parks & Leisure and also to Refuse & Recycling because of implications for collection vehicles.

ACTION: *members suggested that an advisory notice warning motorists not to park in the turning area might be considered.*

5:3 Dog fouling on the Green: GBC's Dog Warden has responded to residents' complaints about a man who regularly parks up near the cricket pavilion to read his newspaper while allowing his dog to run free. The warden, accompanied by two PCSOs, watched the man one morning and then had a "friendly educational chat", pointing out that the law requires owners to clear up immediately after any fouling and that leaving it until departure is not compliant. Further patrols will be carried out in the future and a £50 penalty will be issued if the law is not observed.

For information

5:4 Winter salt supplies: GBC's Head of Operational Services has teamed up with Ash PC (APC) to make salt available during winter months, whereby APC will make a bulk purchase of salt, to be stored by GBC and made available for purchase and collection by other parishes within the borough. Some bagged salt may be available by prior arrangement and transport may also be arranged with APC direct (for which a charge will apply).

For information

SCC issues:

5:5 Weir on Hodge Brook: SCC has given the resident a deadline to remove a weir constructed on the Hodge Brook at Fox Corner for which non-compliance may result in enforcement action.

For information

5:6 Dangerous stile on footpath 402 (Grove Farm to Whites Farm): a damaged and dangerous stile reported to the Countryside Access Officer of SCC has been repaired by the landowner.

For information

5:7 Defective light in The Gardens: the defective street light has been reported to SCC.

For information

Other topics:

5:8 St Michael & All Angels Christmas Tree Festival: one of the organisers has written to

a) invite PPC to create a decorated tree for the Festival.

DECISION: *members expressed the hope that Mrs Boylett might again make an entry on behalf of the Parish Council.*

b) request permission to put up advertising banners on The Green.

ACTION: *the Clerk has repeated PPC's response (in June) that a banner may be placed on the Little Green, it must be fixed securely, any issues of liability will be the responsibility of the fixer and, as agreed in September, boards and banners to advertise events should not be erected more than 2-3 weeks before the event and should be removed during the week afterwards.*

5:9 Affordable Housing: the English Rural Housing Association (managers of houses in Cowbridge Meadow) has sent an update on changes affecting the allocation of affordable housing to local people and its concerns over the changes to welfare reform where housing benefit may be deducted in cases of under occupation.

For information

6. **FINANCE & GENERAL PURPOSES**

6:1 To Approve PPC Payments Made During October 2013

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

6:2 To Review the Financial Statements for the Half Year

ACTION: members reviewed the financial statement and bank reconciliations for the half year, which show that expenditure is in line with the budget.

6:3 To Agree a New Position for the Notice Board

The three-bay hardwood notice board has been removed from its former position on The Old Forge and is currently being stored in Cllr Richmond's garage.

DECISION: to approve the proposal to resite the board on the wall of Lord Pirbright's Hall, replacing the current board which is in a state of disrepair.

6:4 To Agree a Budget for the Consultation Event

DECISION: members approved an increased budget of £160, to include costs of printing the display material required for the event, which will be a combined consultation on the proposals for phase 2 of the parish road safety scheme plus a review of how Pirbright might be affected by the new Local Plan for Guildford Borough.

6:5 To Approve a Donation to the Royal British Legion

DECISION: members approved a donation of up to £100 to the Royal British Legion.

7. **PLANNING**

7:1 To Receive the Minutes of the Planning Committee

ACTION: members received the minutes of the meetings held on 24 September and 17 October.

7:2 To Review GBC's Draft Local Plan Sites & Strategies Issues & Options Document

The Issues & Options document currently under review suggests that Pirbright should be washed over by Green Belt, with similar restrictions on development as now, and Cllr Fidgett tabled a list of key questions on this and other issues to be considered by residents at the consultation event.

ACTION: the list of questions will be circulated to all members for approval in time for finalisation and printing for the consultation event.

8. **HIGHWAYS & ENVIRONMENT**

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

ACTION: members received the minutes of the meeting held on 15 October.

8:2 To Receive an Update on the VAS/SDR Equipment

Cllr Hobbs reported that the SDR will return to the parish in December, when it will be installed in roads where rumble strips are planned as part of Safety Scheme Phase 2. They will then be replaced in the same positions after the strips are installed to test their effectiveness in slowing traffic down.

8:3 To Receive Updates on the SCC Lengthsman Scheme

Setting up the scheme has become complicated by SCC's stipulation that a list of tasks to be must be approved before funding can be released for training the lengthsman and supervisor.

ACTION: to talk over the issues with the ward member.

8:4 To Receive a Report on the Parish Community Transport Scheme

Cllr Eason reported on a meeting chaired by Cllr G. Jackson to discuss the possibility of setting up a parish community voluntary car scheme, under the guidance of Vicki Turton, an adviser from Surrey Community Action. It was decided to form steering committee and to hold a fact-finding meeting in the New Year.

8:5 To Receive an Update on the Creation of a Parish Emergency Plan

The Plan is still being discussed.

9. **NEWSLETTER**

To Agree Items for the December Issue

Christmas tree recycling, a warning about parking on pavements plus the intention that work on the Green Hut will begin in the New Year are items to be included in the December issue of PeriNews.

10. **CHAIRMAN'S CONCLUSION**

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

The Clerk & Chairman are to attend a GBC training session in the Local Plan; the Chairman and Vice Chairman will be laying wreaths on behalf of PPC at Remembrance Day services.

10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (26/11/2013)

The budget for 2014-5, road safety proposals, with feedback from consultation, and draft representations to the Local Plan will all be included on the November agenda.

The meeting ended at 8.45pm.

Signed.....

Date.....