



PIRBRIGHT PARISH COUNCIL

Minutes of the Parish Council meeting on 24 September 2013 in the Parish Shop at 7.30 pm.

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

In attendance: L. Graham (Clerk) & Cllr K. Witham (SCC)

1. FORMALITIES

To Receive Apologies for Absence

Apologies for absence were received from 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 meeting held on 30 July 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: the application made to GBC for removal of dead wood and epicormic growth on several trees around the Green still has not received approval, which was due on 29 August. Cllr Gordon Jackson advised the Clerk that it was permissible to proceed with the works because the statutory consultation period had expired.

ACTION: *The contactor will start the work in October.*

3:2:2 New bench: the new commemorative bench has been installed on the Little Green, paid for by donations.

FURTHER ACTION: *members' compliments will be passed on to the resident who proposed the installation, with a request that she might write a few lines about its provenance for PPC to keep in the deed box.*

3:2:3 Circus: the circus did not arrive on the proposed date, presumably because the ground was wet from recent rain.

3:2:4 Advertising boards: the resident who had complained about the boards has thanked PPC for its response, commenting that the decision made at the July meeting was a very good one.

3:2:5 Precept 2014-5: GBC warned parish clerks at the recent liaison meeting that the Local Council Tax Support Scheme grant, which was paid in 2013, might not be available to the parishes in 2014-15. Even with a zero increase to Pirbright's annual budget, this would mean an increase to the Band D rate in the precept of 99p.

ACTION: *for future discussion.*

3:2:6 World War 1: GBC asked clerks at the liaison meeting whether their parishes would be marking the centenary of the outbreak of the first world war in 2014. Ideas suggested included planting of poppies and repairs or maintenance of war memorials.

ACTION: *for future discussion with the church, the British Legion and other parish organisations.*

3:2:7 Stationery: the family of the late Major Ben Suter (a former member and chairman of PPC) has donated some useful stationery from the family's home to the Parish Council.

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

4:1 To Receive Reports of Crime in the Parish

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 were three burglaries of non-dwellings, one case of criminal damage, one sexual offence, two thefts and one harassment/communication offence. In the camp areas there was one assault, one interference with a motor vehicle and one public order offence, plus one child/vulnerable adult and two domestic reports.

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

4:2:1 Apprenticeship training: Cllr Witham reported that SCC has made a significant financial commitment to developing employment and apprenticeship training opportunities for young people in the county, providing a grant to support Surrey's future workforce this year. He requested the Parish Council to forward the information on to employers within the parish.

4:2:2 Cllr Jackson's report provided updates on:

- a) **Heathland:** GBC's new Trees & Countryside officer (Moy Cash) has arranged for hire of a machine to cut back pine, birch and gorse this autumn.
- a) **GBC Local Plan:** information about development of the plan is available on the Internet at www.guildfordlocalplan.info
- b) **North Street redevelopment:** Land Securities have been chosen as development partner for the scheme.
- c) **GBC Executive—Economic Development:** Cllr Jackson has stepped down as Chairman of GBC's Planning Committee on appointment as lead member of Economic Development to the Executive.

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

4:3:1 Building regulations for the new Green Hut have been approved by GBC and Surrey Fire Service. Revised costings are being done by the contractors.

4:3:2 Auction picture: the painting After Rembrandt (a copy of an original in the National Gallery) has been sold at auction for a hammer price of £300.

5. **COMMUNICATIONS**

To Consider Communications Sent & Received Since the Previous Meeting

GBC issues:

5:1 GBC has produced a document entitled *Draft New Local Plan Sites and Strategies: Issues and Options* as part of the consultation for forming the new Local Plan for the borough.

ACTION: for discussion under item 7:2.

5:2 LPH recycling area: new containers have been installed in the car park recycling area at LPH.

ACTION: GBC has agreed to supply a second bin for cardboard recycling.

SCC issues:

5:3 Cycling Strategy: SCC has launched a consultation for a cycling strategy in the county, with a consultation questionnaire on the website: www.surreycc.gov.uk/cycling_strategy

For information

Other topics:

5:4 Contact with local press: a member of the House Committee at Cunningham House has written on behalf of residents to suggest that there should be a regular correspondent who writes for the local papers to let them know what is happening in Pirbright.

RESPONSE: while the Parish Council and village groups do contact the press about significant events, members thought the residents would enjoy this task themselves and might have more chance of publication in the *Woking News & Mail*, whose editor lives in the village.

5:5 Fox Corner Wildlife Area Association: the chairman of the association has requested the Parish Council to consider paying for the annual mow of the wildflower meadow again.

ACTION: to refer the request to the Finance & General Purposes Committee for consideration.

5:6 Pirbright Institute: Steve Oliver has written with news that:

1) the main DP1 building is almost complete now in terms of construction and the commissioning process is starting that tests and approves the installed systems. The new gatehouse is also due to complete mid-November and will become the new entrance for the Institute.

2) the government minister David Willetts is due another visit on 21 February 2014 and the Institute will be organising another event.

For information

5:7 St Michael & All Angels: the church will be celebrating the 800th anniversary in 2014 of the first recorded place of worship on the site. There are plans to incorporate medieval themes into regular events, including the Scarecrow Festival next summer, and interested residents were invited to a meeting at the church on 1 October at 8pm in the church.

For information

5:8 Pirbright Historians have written to thank PPC for sponsoring use of LPH for their displays on Heritage Open Day.

For information

6. **FINANCE & GENERAL PURPOSES**

6:1 To Approve PPC Payments Made During August & September 2013

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

6:2 To Review the Insurance Policy Renewal for the Year to September 2014

ACTION: *members approved the renewal of the insurance policy.*

6:3 To Approve Hire of LPH for Heritage Day, Macmillan Coffee Morning & the Police Parade

ACTION: *members approved the hire costs of LPH for the events.*

6:4 To Approve Hire of LPH for the Flood Forum & Pirbright Institute Masterplan Meetings

ACTION: *members approved the hire costs of LPH for the meetings.*

7. **PLANNING**

7:1 To Receive the Minutes of the Planning Committee

Members received the minutes of the meeting held on 14 August 2013.

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

GBC has produced a major consultation document as a key stage in the production of its new local plan, which sets out a vision for the borough for the next 20 years. As the framework for growth for homes, workplaces, shops and leisure, it is being drafted based on supporting evidence and input from local residents, businesses and key stakeholders. Public consultation on the document begins for an eight-week period from 1st October, ending on 30 November.

ACTION: *the document will be further examined by members of the Planning Committee, who will report back to the full Parish Council at the October and/or November meetings.*

7:3 To Agree Items for the Community Ideas Database

Draft proposals to update the Community Ideas Database were tabled in the agenda notes for the July meeting.

ACTION: *members agreed to remove completed projects from the list and to add traffic calming for Pirbright Institute development.*

8. **HIGHWAYS & ENVIRONMENT**

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

Cllr Hobbs reported on results from the speed data recorder which was installed around the village in July.

- In School Lane 14,171 cars were above 30 mph (74%) travelling towards the village and 13,717 vehicles were above 30 mph (84%) travelling west away from the village.

- In Cemetery Pales before the speed hump, 19,137 cars were above 30 mph (97%) travelling towards the village while 17,610 cars were above 30 mph (99%) travelling out of the village. However, with the SDR placed after the hump, 373 cars were recorded travelling above 30 mph (2%) coming into the village and 280 cars were above 30 mph (2%) travelling away.

Action: the police Casualty Reduction Officer, PC Matt Redfern, will use a portable speed camera in School Lane do a speed check and issue ticket to drivers over the limit.

8:2 To Receive Updates on the Lengthsman Scheme & Village Road Safety Scheme Phase 2

8:2:1 The Guildford Local Committee has approved increased funding towards the lengthsman scheme.

ACTION: members agreed to apply for more funds to cover the training costs for an operative and a supervisor.

8:2:2 Cllr Hobbs and the Clerk have reviewed SCC's proposals for the Road Safety Scheme Phase 2 and these will be presented to the Highways & Environment Committee and other members of PPC at meetings in October, followed by a drop-in exhibition for residents in November. The Parish Council will make final comments at the meeting at the end of November, with implementation of the measures scheduled to be completed by March 2014.

8:3 To Agree Delegated Power to Grant Permission for Parking on the Little Green

Parking on the Little Green is sometimes requested for people attending a funeral service when it is suspended in Church Lane to ensure no obstructions prevent the hearse from passing through.

ACTION: to grant the Clerk delegated powers, in consultation to give permission for parking on the Little Green for people attending a funeral at the Church, where no suitable other area (such as the Scotts' field) is available.

8:4 To Approve Positions for Erection of Banners to Advertise the Chamber Music Festival

DECISION: members agreed that the banners may be erected in designated places on PPC land but should be taken down as soon as possible after the second concert, following the same principle as agreed in July for estate agents' boards advertising events.

8:5 To Receive a Report from the Recent Meeting of the Flood Forum

Members received the draft minutes of the meeting of the Flood Forum, held on 12 September.

9. NEWSLETTER

To Agree Items for the November Issue

The drop-in exhibition for the road safety scheme, a plea to riparian owners for ditch clearance and the latest SDR figures will all be items for inclusion in the November issue.

10. CHAIRMAN'S CONCLUSION

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

There were no Chairman's notices.

10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (29/10/2013)

A report on the proposal to create a Good Neighbours scheme and an update on the formation of an Emergency Plan in the parish will be items on the agenda for the October meeting.

The meeting ended at 8.45pm.

Signed.....

Date.....