



PIRBRIGHT PARISH COUNCIL

Minutes of the Parish Council meeting on 22 January 2013 in the Parish Shop at 7.30 pm.

Members present: Cllr R. Nevins (Chairman)
Cllr E. Eason
Cllr S. Fidgett
Cllr M. Hobbs
Cllr M. Jackson
Cllr C. Newman
Cllr R. Richmond (from 7.50pm)

In attendance: L. Graham (Clerk)
PC Stephanie McMurtry

1. **To Receive Apologies for Absence**

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

2. **2:1 To Receive Members' Declarations of Interest on Any Agenda Item Below**

ACTION: all members made Declarations of Pecuniary Interest re item 6:4, as parish residents .
Cllr Eason made a personal declaration of interest re item 5:4.

2:2 To Receive Members' Additions to Their Registers of Disclosable Pecuniary Interests

ACTION: there were no additions to members' registers of Disclosable Pecuniary Interests.

2:3 To Grant Members' New Requests for Disclosable Pecuniary Interest Dispensations

ACTION: the Clerk as Responsible Financial Officer granted members a dispensation for item 6:4 and all future decisions of financial matters of the Parish Council.

3. **MINUTES**

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 Tuesday 27 November 2012, should be approved and the Chairman signed them.

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

3:2:1 Precept (6:3, October) the parish's Band D multiplier figure for the 2013-4 precept has decreased to 1211.67 under the new criteria for the Council Tax Support Scheme, which could have meant an increase of 4.65%. Fortunately GBC is offering parishes a grant under its "Local Council Tax Support Scheme", which will be payable with the precept and, in Pirbright's case, will enable the parish to keep the Band D increase to below 2%. In addition, the government has been announced that parish precepts will not be capped for 2013-4.

ACTION: to discuss under item 6:4.

3:2:2 Jubilee Mugs (3:2:b, November): forty mugs were collected by Major Miller for distribution at the playgroup in the Camp, while 24 were given to the Church for the Christmas Tree Festival and the rest were distributed in 75 Christmas grocery parcels that were made up by the Pirbright Trust.

For information

3:2:3 Uneven footways (3:2:4b, November): following discussions at the December Talk Shop with the owners of the adjoining fence on the bank along the footway of School Lane, it is hoped that an action plan will be resolved with SCC and GBC, perhaps to put a retaining wall or other structure of keep the earth and mud from sliding down.

For information

3:2:4 Pond drainage (3:2:5, November): the jetting work on the pond drains appears to have been effective and, although the water level is high, the outlet to the drains to the far side of the football field is flowing.

For information

3:2:5 SCC lengthsman scheme (4:2:2, November): PPC has submitted a trial bid to SCC for £864 for work in the parish for the scheme in 2013-4. This is 50% of the total cost for 48 hours work per year (£36 per hour for two people) with the balance to be met by the Parish Council. The bids were required to be in by 21 December and the quotes used were based on a meeting, held by the Chairman of the H & E committee and the Clerk, with a local contractor following advice on the scheme from SCC. Suitable projects would include cleaning of highway signs and cutting back overgrown vegetation in areas that would normally be maintained by SCC.

For information

3:2:6 Playground (8:2, November): Cllr Witham has suggested that PPC apply for a grant of £459 from his SCC member's allowance, towards the cost of a new piece of equipment in the children's playground.

ACTION: *to discuss under item 8:2 of the current agenda.*

4. REPORTS (FOR INFORMATION ONLY)

4:1 To Receive Reports of Crime in the Parish

PC McMurtry reported on 19 crimes in the parish from the end of November to date. Three in the parish were linked (burglary, theft and criminal damage); there was a theft of York stone, one case of criminal damage at the school plus assaults at Royal Oak and on the Green. In the camp areas there were several thefts from motor vehicles. In the village there were two cases of child/vulnerable adult protection, two domestic reports plus one other in the Camps.

ACTION: *PC McMurtry promised to report results of successful investigations where possible.*

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

There were no reports from the County and Borough Councillors.

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

ACTION: *members received the minutes of the extraordinary meeting of the Executive Managing Trustees Committee of Lord Pirbright's Hall, held on 8 January 2013.*

5. COMMUNICATIONS

To Consider Communications Sent & Received Since the Previous Meeting

5:1 Sandpits drainage: a resident of the Sandpits site raised concerns after Christmas about the size of puddles in the car park and adjoining right of way and the slowness of their drainage.

ACTION: *the Clerk visited the site on the following day and found that the situation had improved greatly and the size of puddles much reduced.*

5:2 Jubilee bar profit: one of the Church wardens has written to thank the PPC for passing on the profit from the bar at the parish Jubilee celebrations. The PCC is currently discussing ideas for using the funds to commemorate the Jubilee.

For information

5:3 Lime trees on Avenue de Cagny: a resident has suggested that the trees might be pollarded to prevent the crowns from becoming too heavy to be supported by their roots, which might have been the reason for one of the trees coming down last year.

ACTION: *the tree surgeon who removed the fallen tree said it was infected with the ganoderma virus and that pollarding would be the right approach. Members noted that such work would need Conservation area consent and, in the meantime, will obtain quotes from local contractors.*

5:4 Damaged verges in Chapel Lane: a resident has complained about damage to the verge outside his property, caused by a large vehicle delivering further down the lane. He queried whether anything can be done to reduce the number of major building projects in any one year.

ACTION: *the complaint was passed onto Cllr Witham, who will find out if SCC can repair the damage. The local police casualty reduction officer has also been consulted and has asked the PCSO to inform contractors to stagger parking to allow access for passing large vehicles and residents.*

5:5 GBC salt bin scheme: the offer in 2011 to supply bins and salt to parishes has now been discontinued because of a need to supply the borough's own areas of responsibility.

ACTION: the Clerk has replied, querying why GBC's own bin has not been replenished at the top of Rapleys Field, which has several GBC tenants and thus would fall within the borough's own areas of responsibility.

5:6 Mayor of Guildford's Award for Service to the Community: the Civic Secretary has requested nominations for the award to individuals or groups in the borough that have given their own time to improve the quality of lives of others and/or brought the community together.

ACTION: for further discussion under item 10.

5:7 Housing survey: a local resident is querying why she was contacted over the festive season by an agency employed by GBC to repeat questions to which she had already responded in the survey. She also expressed concerns about amalgamation of sites for the Institute of Animal Health and the prospect of using a brown field site for visiting international staff, when local houses for staff were sold off by the parent organisation some years previously.

ACTION: the Clerk will prepare a draft response to the resident for approval by the Parish Council at the next meeting.

5:8 Cricket pavilion: the chairman of the cricket club would like to install a small clock with a tower at the cricket pavilion when it is retiled. He has consulted the GBC Planning Department, with the reply that it would not require planning permission and would be regarded as de minimis.

ACTION: to request detailed drawings of the clock and the method of fixing it to the roof.

6. **FINANCE & GENERAL PURPOSES**

6:1 To Approve PPC Payments Made During December 2012

ACTION: the schedule of payments made during December 2012 was approved and signed by the Chairman.

6:2 To Approve PPC Payments Made During January 2013

ACTION: the schedule of payments made during January 2013 was approved and signed by the Chairman.

6:3 To Receive the Financial Reports for April - December 2012

ACTION: members received the financial statement and bank reconciliations for the period, which had been checked and signed by the chairman of the Finance & General Purposes Committee.

6:4 To Approve the Precept for 2013-14

ACTION: members unanimously approved the Precept for 2013-14, noting the contribution of £1197 from GBC, made as the grant under the Local Council Tax Support Scheme.

7. **PLANNING**

7:1 To Receive the Minutes of the Planning Committee

ACTION: members received minutes of meetings held on 27 November and 11 December 2012 and 8 January 2013.

7:2 Cllr Fidgett reported that a response had been made to GBC's consultation on Guildford's new Local Plan Sustainability Appraisal scoping report, requesting consideration of the needs of parishes. It is hoped to hold a meeting with a planning officer to discuss various issues and also to consult parish residents about a variety of matters, including the local housing survey.

8. **HIGHWAYS & ENVIRONMENT**

8:1 To Receive an Update on VAS and SDR Training

ACTION: the VAS training to take place on 29 January in the Parish Shop at 6.30pm.

8:2 To Receive a Report on the Playground

ACTION: quotes for purchase and installation of a new piece of equipment will be discussed at next meeting of the Finance & General Purposes committee.

8:3 To Agree Tree Surgery and Associated Quotes for the Sandpits site

ACTION: members agreed they preferred the suggestion to remove the dead wood and overhanging branches, rather than taking out the trees completely. An application for Conservation Area consent for the work will be submitted to GBC.

9. NEWSLETTER

To Agree Items for the March Issue

ACTION: Cllr Fidgett will do an entry about current planning issues and Cllr Jackson will make a plea for volunteers to collect litter at the Chapel Lane end of Cemetery Pales and other hotspots around the parish. The Clerk will provide an update about the demolition and replacement of the Green Hut.

10. CHAIRMAN'S CONCLUSION

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

Members discussed the Mayor of Guildford's Award for Service to the Community and agreed on three nominations.

ACTION: the Clerk will complete the nomination forms for submission.

10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (26/02/2013)

ACTION: items proposed for the newsletter will be followed up.

The meeting ended at 8.40pm.

Signed.....

Date.....