



# PIRBRIGHT PARISH COUNCIL

Minutes of the meeting of the Parish Council on 29 July 2014 in the Parish Shop at 7.30 pm.

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

**In attendance:** L. Graham (Clerk)

1. **To Receive Members' Apologies for Absence**  
*Apologies for absence were received from Cllr K. Witham (SCC) and Cllr G. Jackson (GBC).*
2. **To Receive Members' Declarations of Interest on Any Agenda Item below**  
*There were no members' declarations of interest.*
3. **MINUTES**
  - 3:1 **To Approve the Minutes of the Previous Meetings**  
**ACTION:** *it was resolved that the minutes of the meeting held on 24 June and the extraordinary meeting held on 30 June 2014 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 **Vapery Lane flooding (5:2, June):** the Community Highways Officer (CHO) has written to two residents to remind them of their duties as riparian owners and to instruct them to clear their ditches.
    - 3:2:2 **Parish projects (5:7, June):** Steve Oliver of the Pirbright Institute has visited the Green to view the benches for restoration.
    - 3:2:3 **Tree works (8:6, June):** **1)** the contractor who trimmed trees in the recreation ground before the Scarecrow Festival has decided the work should be regarded as pro bono; **2)** the owner of the leaning tree in Mill Lane has responded to PPC's letter and is checking safety protocols for the work.
4. **REPORTS (FOR INFORMATION ONLY)**
  - 4:1 **To Receive Reports of Crime in the Parish**  
No report was received.
  - 4:2 **To Receive Reports from the County and Borough Councillors**  
No reports were received.
  - 4:3 **To Receive Updates on Activities at Lord Pirbright's Hall**

**The new Green Hut:** the decision date for the amended application is 7 August. Amended drawings were also submitted to Building Control and comments received so far have been minimal.

**Gutters:** following very heavy rain, during which the gutters over flowed and caused flooding in the Clubroom, the fascia boards, gutters and down pipes have been replaced.

**Public entrance to cloakrooms during hires:** a member of the public complained to the Chairman about not being admitted to use the cloakrooms during a private hire. The policy recommended by the Clerk is that the decision to admit must be left to the discretion of the hirer, who has the right to refuse.
5. **COMMUNICATIONS**
  - To Consider Communications Sent & Received Since the Previous Meeting**
    - GBC & SCC issues**
      - 5:1 **Guildford Local Plan:** public consultation is currently under way for the Local Plan and parish councillors have been invited to a workshop on 11 August. Responses are required by 31 July.  
**PROPOSED ACTION:** *for further discussion under item 7:4.*

**5:2 Elections 2015:** GBC has booked Lord Pirbright's Hall for the next elections for Parliament, borough and parish councils, which will take place on Thursday 7 May 2015.

***For information***

**5:3 Parking around the village:** GBC has responded to Cllr Hobbs' request for advice about the various areas around the village where parking sometimes causes problems. The issues raised will be presented as part of a wider review to the Guildford Local Committee on 24 September.

***For information***

**5:4 Pedestrian refuge near LPH:** SCC has confirmed that its legal team are now happy for the footway to be built along side LPH as part of the scheme to create the refuge on the Guildford Road (A324). The footway will be constructed from 200mm rolled limestone scalplings, plus 10mm limestone dust rolled into the surface to seal small voids, with timber edging.

***ACTION:*** *the Clerk will check responsibility for future maintenance.*

#### **Other topics**

**5:5 Affordable housing:** English Rural has selected a new tenant for the vacant house in Cowbridge Meadow, and the Clerk confirmed that the resident has a long-standing connection with the parish.

***For information***

**5:6 Overhanging foliage in Dawney Hill:** a resident complained that overhanging foliage was causing pedestrians problems when passing by. Fortunately the bush has now been cut back but there are many other footways around the village with a similar problem.

***ACTION:*** *to include a request to residents to cut back foliage that is overhanging footways in the next issue of the newsletter.*

**5:7 Cadence band:** the band has requested permission to practise on the Green in the early evening on 23 July, 6,13, 20 August and 3 September.

***ACTION:*** *the Clerk has given permission for the first date, but wished to have the option to decline the following dates if any complaints were received from residents.*

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

### **6:1 To Approve PPC Payments Made During July 2014**

***ACTION:*** *Members approved the schedule of payments for July and the Chairman signed it.*

### **6:2 To Adopt the Annual Statement for 2013-14**

***ACTION:*** *Members formally adopted the Annual Statement for 2013-14.*

### **6:3 To Review the Financial Statements for April-June 2014**

***ACTION:*** *Members reviewed the financial statements for the first quarter of the current financial year and Cllr Jackson confirmed that he had checked the bank statements and reconciliations.*

### **6:4 To Discuss Grant Aid Projects for 2015-16**

***ACTION:*** *Members confirmed ideas from the June meeting to obtain quotes for a) improvements to the drainage and surface of the Sandpits car park and b) for the walk ways around the new Green Hut, to be submitted to GBC for approval as G.A. projects.*

## **7. PLANNING**

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

***ACTION:*** *Members received the minutes of the meeting held on 24 June 2014.*

### **7:2 To Discuss the Extraordinary Meeting on 30/6/14**

The Extraordinary Meeting held in the Clubroom on 30 June 2014 to discuss Pirbright Institute's application of a Masterplan was attended by 46+ members of the public, who raised concerns about the scale of proposed development, the possible numbers of staff that might be working on the site and the resultant pressure on traffic and infrastructure.

***ACTION:*** *Members endorsed these concerns, which will be reflected in the submission to GBC.*

### **7:3 To Review the List for Community Ideas Database**

Members reviewed the list of items on the current list, which is held by GBC.

**ACTION 1:** *it was agreed to remove item 599, for improved pavement access in Gibbs Acre alongside the new houses at the Old Forge, because there is no room to incorporate it.*

**ACTION 2:** *because there will be a s106 obligation for the redevelopment of Pirbright Institute, members suggested that it might be possible to create a rolling grant over the years to direct funds to alleviate pressures on traffic and recreation.*

### **7:4 To Discuss the Draft Guildford Local Plan**

**ACTION:** *it was agreed that this should be discussed at an extraordinary meeting to be held before 22 September, to be combined with review of any new planning applications that may be pending.*

## **8. HIGHWAYS & ENVIRONMENT**

### **8:1 To Receive an Update on the Progress of the Village Road Safety Scheme Phase 2**

*The new pedestrian refuge in the Guildford Road and works at the entrances to Church Lane will be installed in due course, but the SCC officer is currently away.*

### **8:2 To Receive a Report on the SDR and VAS**

a) The VAS is currently installed near the White Hart;

b) the SDR was installed near the White Hart for some of the time with the VAS before it was moved to Church Lane. It has now been taken down because data is inadmissible during school holidays, but will be put back in September, with the intention is to gather before-and-after figures on the new road safety measures.

### **8:3 To Consider a New Piece of Equipment for the Children's Playground**

The new equipment will be purchased from funds available from a S106 payment levied on the Old Forge redevelopment.

**ACTION:** *research will be carried out with children around the village before making a decision.*

### **8:4 To Review the Annual Inspection for the Playground and Agree Remedial Action**

**ACTION:** *it was agreed to carry remedial works recommended (painting the frames of the swings and replacing worn chains etc.).*

### **8:5 To Discuss the Rights of Way and Use of the Car Park on the Sandpits Site**

Members considered the report prepared by Cllr Hobbs and the Clerk, and reviewed photographs provided by SWT.

**DECISION:** *to approve the proposed replies in response to queries raised by SWT and:*

- 1. to agree that the transfer documentation and covenant do permit use of the Sandpits car park by the general public;*
- 2. to defer a decision about whether the number of cars parking in the site should be limited to those facing the tennis courts and whether one or both rows parked parallel with the drain should be stopped;*
- 3. to confirm the statement that PPC does not wish to prevent school parents from using the car park;*
- 4. to request further evidence from SWT that their right of way is blocked on a regular basis, with details of dates, length of time of blockage with type and size of the vehicles involved, because the photographs so far supplied do not prove this;*
- 5. to obtain a definitive width for the right of way, using agreed points of reference;*
- 6. to discuss with the Tennis Club a rear extension to the car park for members' sole use;*
- 7. to create a footway between the car park and tennis courts, to emerge on School Lane near the pedestrian crossing.*

## **9. NEWSLETTER**

### **To Agree Items for the September Issue**

*A request to residents to trim their perimeter hedges and research on the new equipment for the playground will be items for inclusion in the September issue of PeriNews.*

10. **CHAIRMAN'S CONCLUSION**

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

The Chairman reported that she and the Clerk will attend services at St Michael & All Angels and at All Saints (in Pirbright Camp) to mark the beginning of WW1.

**10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (30/9/14)**

There were no special items for inclusion on the September agenda.

The meeting ended at 9.01pm.

Signed.....

Date.....