



## 5. **COMMUNICATIONS**

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

#### **GBC & SCC issues**

**5:1 Governance review:** GBC is conducting a review of how the council makes decisions, focusing on governance, practice and procedures (not politics or personalities), in order to identify the key attributes of effective local decision making. Residents can take part before midnight on Sunday 1 March by completing an anonymous survey [www.guildford.gov.uk/governancereview](http://www.guildford.gov.uk/governancereview)

#### ***For information***

**5:2 Planning applications:** GBC's planning department has decided that it will no longer provide Parish Councils with paper copies of planning applications, citing improved efficiency and reduced costs as reasons. From 1 April 2015, most plans will have to be viewed online, although a disc will be supplied for any significant major planning applications.

**ACTION:** *for discussion by the Planning Committee.*

**5:3 Church Lane one way system:** a local resident, among many others, has reported concerns about motorists (and some cyclists) who travel down Church Lane against the flow of the one-way system. The correspondent acknowledges that the signage is adequate and clear, and wonders if anything more could be done.

**ACTION:** *with the correspondent's permission, the letter was forwarded to the ward borough and county councillors. Guildford's Casualty Reduction Officer for Surrey Police has responded: "All we can do from an enforcement point of view is to get residents to try to get reg. numbers so we can follow up enquiries. I will forward this to our Roads Policing Unit. They may be able to sit up at the location to see if this is a regular occurrence in the morning to see if, as the letter describes, drivers are 'taking a chance'. This van might be a regular commuter. Unfortunately having been up there myself I know this is not a busy road & the majority do abide by the traffic scheme there."*

**5:4 Avenue de Cagny safety:** a local resident has again complained about safety for cyclists along the Avenue de Cagny.

**ACTION:** *the Clerk has replied to the resident, passing on safety tips suggested by members, adding that the Parish Council is starting to consider a cycling strategy for the village. For further discussion further under item 8:5.*

#### **Local press enquiries**

**5:5 Redevelopment of Hollyhurst:** the Surrey Advertiser contacted PPC to ask for a comment about the concerns raised by a neighbour of Hollyhurst about the removal of trees that would have screened the new building from their garden.

**ACTION:** *the request was forwarded to Cllr Fidgett for a response, most of which was included in the S.A. edition of 13 February. [The issue is also on GBC's enforcement list for investigation.]*

**5:6 Road safety in Gole Road:** Radio Eagle has requested a response from the Parish Council about any proposals for improved road safety near Cowshott Bridge in Gole Road following the accident on 6 January, when a 5-year-old boy was knocked over and severely injured by a car travelling towards the village.

**ACTION:** *to consider a response based on the proposals being drafted by SCC Highways following the recent site visit. For further discussion under item 8:4.*

#### **Other issues**

**5:7 Redevelopment of Deepcut Barracks:** PPC has been invited to a stakeholder meeting to be held on Friday 27 February, 12.30-2.30pm. Drop-in exhibitions of the proposals will be also held on Friday 27 February from 3-7pm and on Saturday 28 February 10am-2pm.

**ACTION:** *to nominate a representative from the Parish Council to attend.*

**5:8 Parking in Dawney Hill - 1:** a resident has expressed concerns about commuters parking in the informal layby opposite the houses and then walking through the cemetery to Brookwood railway station. The same resident is criticising the new road markings as ineffective.

**ACTION:** *the Clerk replied to the resident on the first point, quoting GBC's response about parking in The Gardens, in that the layby is on common land and therefore any effective resolution of this issue could potentially prevent anyone from parking there. Cllr Witham has forwarded on the other comments about the safety scheme and bus stop markings to SCC Highways for comment.*

**5:8 Parking in Dawney Hill - 2:** a resident has expressed concerns about vehicles parking too close to the BT Openreach junction box and also that the contractors laying cables nearby had driven across the area and dumped a load of asphalt on it. The issue has been reported to SCC Highways.

*For information*

**5:9 Fly tipping in Aldershot Road:** a resident has reported fly tipping on land to the east of the road just before the junction with Ash Road.

**ACTION:** *the Clerk has replied to the resident to explain that when fly tipping occurs on privately owned land (as here) it is responsibility of the land owner, not the tax payer, to arrange removal and disposal.*

**5:10 Road safety in Aldershot Road:** a resident in the Royal Oak area of the road has contacted SCC again about his concerns about road safety near his home and at the Cobbett Hill junction, which are mainly caused by speeding and other bad behaviour by drivers.

**ACTION:** *for further discussion under item 8:1.*

**5:11 Water pollution in the Hodge brook:** a riparian landowner has discovered water pollution, with its source in a faulty septic tank in The Fairway, Bagshot Road, has travelled down through his fields into the Hodge brook. Environmental Health officers from Woking BC and Guildford BC have been informed.

*For information*

**5:12 Funfair visit:** Jimmy Noyce has requested permission for his fun fair to visit Pirbright between Mondays 20 July to 27 July (operating from Friday 24 to Sunday 26 July) to coincide with the annual Flower Show.

**ACTION:** *to approve this request, subject to ground conditions being suitable.*

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

**6:1 To Approve Payments Made During February 2015 & Bank Reconciliations for the month**

**ACTION:** *Members approved the payments schedule for February 2015 and it was signed by the Chairman, who also signed the bank reconciliations and submission of the month's PAYE to HMRC.*

**6:2 To Review the Effectiveness of the Independent Internal Audit**

The Clerk had previously reported to members that last year's independent internal audit had been rigorous and thorough, covering governance issues as well as the accounting procedures.

**DECISION:** *it was agreed unanimously that the current audit regime is appropriate and effective.*

**6:3 To Reappoint Maxwell & Co. as Independent Internal Auditors for Financial Year 2014-15**

**DECISION:** *members agreed unanimously to reappoint Maxwell & Co as the independent internal auditors for the 2014-15 accounts.*

## **7. PLANNING**

**7:1 To Receive the Minutes & Submissions on Applications of the Planning Committee**

**ACTION:** *members received the submissions made by the Clerk under the delegated authority on 5 February.*

**7:2 To Discuss the Pirbright Institute's Masterplan & Proposed Planting Scheme for Ash Rd**

*Members agreed that this item should be deferred to a future meeting.*

## **8. HIGHWAYS & ENVIRONMENT**

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

- The installation of bollards near LPH to aid pedestrians crossing the A324 is still awaited to complete the second phase of the safety scheme. This will be followed by an independent audit to assess the effectiveness of the scheme.
- A resident has requested an extra village gateway sign for Grange Rd.
- Further ideas for modifying the behaviour of speeding drivers are required.

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

Cllr Hobbs reported that the SDR is in Church Lane and needs to be downloaded. Other areas to consider for installation are Gole Rd near Cowshott Bridge and Aldershot Road near the Royal Oak.

## **8:3 To Receive an Update on Issues at the Sandpits site & Agree a Parking Plan**

**8:3:1** Currently there is an informal arrangement for parking on the site that has evolved over the past few years. Vehicles park side by side at right angles to the tennis courts and then in two rows next to the drainage channel, leaving a space of about 4m on each side. However, SWT and the owners of the Old School House have complained that this is not wide enough for ingress and egress at their entrances and that the full 8m right of way shown on their registration documents should be enforced.

**8:3:2** At its January meeting, PPC considered the suggestion that 6m would be an appropriate workable width for the right of way, although 2m of this would go across the area defined as car park in the transfer documents and covenant signed by PPC with the Tennis Club and SCC in 2007.

**DECISIONS & PROPOSALS:** *members approved in principle the introduction of a parking plan based on an access track 6m wide that would create spaces for 17 vehicles to park at right angles to the tennis courts. There would be an additional six parking spaces placed in pairs along a line 6m from the outer boundary of the access road, with two or three extra spaces dedicated to Tennis Club members at the northern edge of the car park.*

*It was also agreed:*

- *to mark the sides of the 6m-wide access track with edging stones, measuring the western boundary along a line between the MoD stones at each end;*
- *to request that the holly hedges of SWT and the Old School House are sufficiently trimmed back to allow this work to be carried out;*
- *to aim to do the work in the school summer holidays, although some of the potholes might need attention before that.*

**ACTION:** *members will agree a couple of dates in March to suggest to the stakeholders of the site for a meeting to discuss the above decisions and proposals.*

## **8:4 To Receive a Report of the Site Visit in Gole Road**

Cllr Hobbs reported on the meeting with the SCC Highways engineer, which was also attended by Cllr Gordon Jackson, the Parish Clerk, representatives from the school and church plus several mothers who cross Gole Road near Cowshott Bridge on their walk between Pirbright Camp and the primary school. Both the school and the mothers stressed that they don't want the coach service to be reinstated because they enjoy the walk and also it aids the connection between the parents and the school which is vital.

Points established at the meeting were:

- Improvements to visibility and measures are required to reduce speed of traffic coming around the corner from the west (there is good visibility from the east and traffic is slower because of the 30mph limit past the houses).
- Agreement by SCC that it is a dangerous crossing and needs attention. However the process for considerable calming solutions, such as a traffic crossing, would take time as everything would initially need to be assessed by the safety audit team. There would a minimum lead time into the 2016/2017 financial year, as strategies and funds have already been assigned to other areas for 2015/16.
- Short-term measures such as more road signage, 6mm rumble strips, tree clearance on the bend might be possible to fund in the new financial year (2015/16) but should not be taken as guaranteed because they would need to be assessed for suitability within an available budget.
- It would help to have any weight in terms of statistics to put forward to the safety team. It was agreed to obtain the numbers of parents crossing each day so that some sense of urgency could be pressed home to assist the Highways Engineer fight for the necessary budget.
- Once some decision has been made by the Highways team, it was agreed to let the school know so that the parents could be kept abreast of the situation.

Following the meeting at Cowshott Bridge by the SCC Highways Engineer, Cllr Jackson and Cllr Hobbs visited Pirbright Arch, where complaints have been received from an army commander in Pirbright Camp about the slowness of traffic movement from Brunswick and Connaught Roads, while pedestrians have complained about the narrowness of the footway and lack of hand rail through the arch, with no pedestrian phasing of the traffic lights at the junction with Dawney Hill.

Points established from this part of the meeting were:

- It is not possible to erect a safety barrier as these have to be set at 450mm from the edge, which would result in too much loss to the footway.
- Push button traffic light phase control could, with difficulty, be an option but this would result in more traffic delays with associated road rage and jumping lights etc.

**ACTION:** *to pass on any information from SCC Highways to the school and other concerned people and to keep the issues on the table for action as soon as possible.*

**8:5 To Discuss the Development of a Cycling Strategy for the Parish**

The possibility of creating safe cycling routes through the village were raised at a meeting of PPC with representatives of Pirbright Institute to discuss the master plan to develop the Ash Road site.

**DECISION:** *members agreed to continue discussions to encourage cycling between main areas around the Parish, such as the development of a route between Ash Road and Brookwood station.*

**9. NEWSLETTER**

**To Agree Items for the April Issue**

The Annual Parish Meeting, with a display of Magna Carta embroidered panels, a notice about the parish council elections in May and information about disposal of large items and fly tipping will be items for the April issue of the newsletter.

**10. CHAIRMAN'S CONCLUSION**

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

*The Chairman and Clerk will be attending the Mayor's reception at Guildhall in March.*

**10:2 To Discuss Plans for the Annual General Meeting (27/4/15)**

The Mayor has already accepted an invitation to attend the APM and it was agreed to invite Tim Hart, the retiring head teacher of Pirbright School, plus prospective parish councillors to attend. Cllr Nevins will make a presentation on her Magna Carta embroidered panels and Knowl Hill School will be invited to provide some of the refreshments.

**10:3 To Note Items for Inclusion on the Agenda for the Next Meeting (31/03/15)**

Approval of the budget for APM and a report from Sandpits stakeholders meeting will be included on the agenda for the March meeting.

*The meeting ended at 8.50pm*

Signed.....

Date.....