



# PIRBRIGHT PARISH COUNCIL

Minutes of the monthly meeting held on 28 July 2015 in the Parish Shop at 7.30 pm.

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

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

## 1. FORMALITIES

**To Receive Members' Apologies for Absence**  
*No apologies for absence were received.*

## 2. **To Receive Members' Declarations of Interest on Any Agenda Item below**

*Personal Declarations of Interest were received from Cllr Eason (re items 5:2:3 and 5:2:4) and from Cllr Hallam (re item 7:2:1).*

## 3. **3:1 To Approve the Minutes of the Previous Meetings**

*ACTION: Members unanimously approved the minutes of the meeting held on 30 June 2015 and the Chairman signed them.*

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

**3:2:1 Grass cutting on the cricket ground:** the grass-cutting contractors are having problems accessing areas of grass on the outfield where the covers are frequently left, in spite of requests to the cricket club that they should be moved to the square.

*ACTION: Cllr Fidgett contacted a friend at the club and was reassured that the issue is being addressed.*

**3:2:2 The Fair:** the owners of the fair have requested an extension to their stay for a second week because of bad weather meant they had been unable to operate over the weekend.

*DECISION: members agreed that this was acceptable providing they did not open again until the Friday of the second week. The normal green fees would apply for the extra days that the fair remains on the Green.*

## 4. REPORTS (FOR INFORMATION ONLY)

### **4:1 To Receive Reports of Crime in the Parish**

**4:1:1** Crime statistics for the parish in the past month show one burglary and four thefts, plus one communications offence.

**4:1:2** PCSO Robinson has told PPC that future attendance at meetings and surgery at LPH has been discontinued but crime statistics for the area can be obtained from the Surrey Police website. The police will still update the Parish Council about any major problems.

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

**4:2:1 Parking proposals for School Lane:** arrangements were agreed for a meeting with GBC on 22 September.

**4:2:2 Safety Measures for Gole Road:** SCC Highways has stated that the interim safety measures in Gole Road near Cowshot Bridge will be implemented at the end of August. Further measures, such as a pelican crossing, could cost £170K and will be given serious consideration for inclusion in a future programme.

**4:2:3 Guildford Park & Ride:** consultation is taking place on whether to a charge concessionary pass holders for the service.

**4:2:4 Mill Lane** has been resurfaced.

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

**4:3:1 The new Green Hut** construction is progressing well, although two attempts had been made to break into the storage container used by the contractors. CCTV is now being installed and the building has been added to the LPH policy.

**4:3:2 The Flower Show** was a success, with more people entering exhibits and attending than in recent years. The Parish Council sponsored the show's use of the Hall on the day, as for the Scarecrow Festival last month.

## 5. COMMUNICATIONS

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

### 5:1 GBC & SCC issues

**5:1:1 Back Lane, Fox Corner** has been confirmed as a public footpath (No. 531) following the public hearing earlier this year.  
*For information*

**5:1:2 Bus service changes:** following a public consultation, changes to local bus services start the end of August, including the No. 28 (now to serve the Hermitage estate), 48 and 91. New timetables will become available from libraries and online on the SCC website.

*For information*

**5:1:3 SCC planning applications:** following a review of its planning service, SCC will now send out consultations on planning and related applications by email with links to enable viewing or downloading.

*For information*

**5:1:4 Pedestrian refuge near LPH:** SCC Highways has stated that the final stage was to resurface and paint white lines on the west lane of the A324, which had been briefly deferred to enable a water company repair. In addition, a shield was installed on the lighting column near the Bungalow to prevent light spill into the property.

*For information*

**5:1:5 Air traffic over the parish:** in response to residents' enquiries, SCC has stated that it expressed concerns in last year's consultation about the potential impact of proposals for expansion at Farnborough Airport on Surrey residents. SCC also raised concerns about deficiencies in the consultation process and requested more detailed information to be provided as part of a further consultation exercise, due later this year.

Rushmoor Borough Council initially refused planning permission to expand operations at the airport from the previous limit of 28,000 flights to 50,000 flights by 2019 but this was granted by Government on appeal in February 2011. Although the airspace changes are not linked to the planning permission for extra air traffic movements, they do have the potential to make it easier to implement the existing permission, which will generate a significant number of additional flights to and from the airport. The permitted increased number of flights are to be phased in over several years. This decision cannot now be challenged and may be making a noticeable impact, if the flights are increasing according to this schedule and if they are routed over our local area.

**ACTION:** *Members agreed to ask Cllr Witham & SCC to keep a watching brief on proposals for Farnborough and Heathrow, and pass on any information because the issue of flights over the village is a concern to residents.*

**5:1:6 GBC's Sport Development Strategy:** GBC is conducting an online survey to ask residents for their thoughts about sports provision in the borough and what would encourage re-engagement or increased participation in sporting activity.

**ACTION:** *to publicise the new Beech Grove recreation area in the Camp.*

### 5:2 Other issues

**5:2:1 Oak tree on the Sandpits site:** residents whose homes are one of the access tracks to the Sandpits site, have requested that the oak tree nearby (on PPC-owned land) should be reduced because branches are becoming entangled with phone lines.

**ACTION:** *to obtain quotes and make an application to GBC for consent to do the work.*

**5:2:2 English Rural Housing Association** have written with their concerns about maintaining rural safeguards under the Government's proposed right to buy policy and how this might affect local agreements that vacant houses should be offered first to people with a local connection.

**ACTION:** *to consider writing a letter of support for any initiative that the ERHA may be undertaking.*

**5:2:3 Church request for notice board:** the PPCC has asked if it would be possible to erect a notice board on the Green to advertise church services and activities etc. in a more prominent position than Church Lane.

**ACTION:** *to propose replacement of the notice boards by the pond and around the village to be shared with the church.*

**5:2:4 Church suggestion for a defibrillator:** the PPCC has suggested that a defibrillator should be purchased for the village to be placed in a central location, such as LPH, where it could be easily reached from the playground and cricket club etc.

**ACTION:** *Members felt that a more appropriate site would be at the doctor's surgery.*

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

### **6:1 To Approve Payments Made & Bank Reconciliations for July 2015**

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

### **6:2 To Receive the Comments from the External Auditor and Adopt the Annual Return for 2014-15**

**ACTION:** *Members noted the External Auditor's comments and adopted the Annual Return.*

### **6:3 To Receive the Financial Statements for the First Quarter of the Current Financial Year**

**ACTION:** *Members received the financial statements for the first quarter, which showed that expenditure was well within budget.*

### **6:4 To Discuss the Progress on Current Grant-Aided Projects**

**ACTION:** *it was agreed to obtain quotes for improvements to the Green drainage (ditch clearance and verti-draining/spiking).*

### **6:5 To Consider Concurrent Grant-Aided Projects for 2016-17**

**DECISION:** *Members agreed on IT for the new Green Hut, including a projector, pull down screen and laptop computer to enable viewing of planning applications electronically, with a burglar alarm & grilles for the windows for security.*

*Picnic benches were also proposed for the LPH recreation ground.*

### **6:6 To Discuss the Details of the Move of the PPC & LPH Office to the New Green Hut**

Members discussed a draft list of considerations for the move to the new Green Hut, including confirmation of its name ("The Green Hut"), a plaque to acknowledge Mrs Chant and other financial contributors, an opening ceremony for the finished building, phone and broadband connections, security (burglar alarms and window grilles), purchase of new equipment (fridge & dropbox), and the method of moving furniture and equipment from the Parish Shop.

### **6:7 To Appoint a Working Party to Review the Revised Financial Regulations for 2015-16**

Following the dissolution of a standing committee for Finance & General Purposes, the Clerk has revised the Parish Council Financial Regulations and requested that the document be reviewed by a Working Party before being presented for approval by the full council.

**DECISION:** *Cllr Hallam & Cllr Richmond agreed to serve on the Working Party, to meet in September.*

### **6:8 To Appoint a Fourth Member to Serve on the Executive Managing Trustees Committee for Lord Pirbright's Hall**

**DECISION:** *Cllr Hallam agreed to serve on the Executive Managing Trustees Committee for LPH.*

**7. PLANNING**

**7:1:1 To Receive Planning Submissions made to GBC under Delegated Authority during the Month**  
*Members received the above.*

**7:1:2 To Note Updates on Previous Applications**  
*Members received the above.*

**7:2:1 To Consider Application 15/P/01261**

Erection of 5 two-storey dwellings on land at Law Meadows

**PPC comment - the Parish Council objects to this application on the basis of the current proposals for the following reasons:**

- *We have concerns over the history of the site and the lack of past and current enforcement, which has resulted in a number of what appear to be unauthorised buildings remaining on site. In the case of the existing five dwellings, lawful uses have become established where previously there were none due to lack of effective enforcement. We would wish GBC to audit all the buildings within the site to check their planning status and verify the floor space claimed within the application which appears incorrect and exaggerates the level that is lawfully there (e.g. building 8 within the application is believed not to be a building but to be a manege). There are also mobile and other structures that are not identified in the figures and appear not to have permission, but seem to be proposed for retention in the application.*
- *The site has had an adverse impact on the amenity of neighbours over an extended period and PPC would wish to ensure that any proposals for the site adequately address these issues to ensure no recurrence in the future, with controls and conditions on the details of fencing, prevention of lighting, control over the total floor space proposed on any existing permanent or temporary structures on site and other operations on the land.*
- *The site lies within the Green Belt, well outside the settlement boundary and is further constrained by floodplain. It is important that the overall impact of development on the Green Belt has regard to the purposes of including land within it, encroachment on the countryside, openness and separation of settlements.*
- *The total building cover proposed needs to reduce the overall extent of buildings and the developed area with the site. The remaining paddock between the new development and the neighbouring properties needs to be conditioned and controlled to prevent future development for residential or other use in order for it to be retained as an open paddock. Permitted development rights should be withdrawn if permission were granted with strict control over further extension or enlargement of the proposed dwellings.*
- *There is concern that the drainage ditches around the property are part of the flood alleviation works related to this part of the parish and therefore the flood risk assessment should address not just surface water from the site but its role in serving the wider drainage catchment, with conditions imposed to control or prevent any adverse impact.*
- *We would urge GBC to consider enforcement action against unauthorised structures and activities on the site, given that this is an important part of the Green Belt surrounding the village with a potentially significant impact on neighbours, perceptions of the village and development beyond the settlement boundary.*

**7:2:2 To Consider Application 15/P/01057**

Single-storey rear extension at 10 Bullswater Common Road

**PPC comment - the Parish Council has No Objection to this proposal, subject to conditions to ensure that :**

- a) *materials match existing;*
- b) *no work is carried out on Sundays and Bank Holidays.*

**8. HIGHWAYS & ENVIRONMENT**

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

Members noted that the proposed works for phase 2 have now been completed.

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

The equipment will be erected in Aldershot Road in September.

**8:3 To Discuss the Details of Separating the Access Track and Car Park at the Sandpits Site**

Members agreed to arrange a date in August to implement the separation of the access track and car park.

**ACTION: letters can then be written to the children's nursery and schools, explaining the new scheme.**

**9. NEWSLETTER**

**To Agree Items for the September Issue**

The new recreation area in Beech Grove will be one item for the September issue.

**10. CHAIRMAN'S CONCLUSION**

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

*There were no chairman's notices or members' questions.*

**10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (29/9/15)**

The new parking arrangements at the Sandpits and proposals for School Lane will be included on the September agenda.

*The meeting ended at 10.13pm.*

Signed.....

Date.....