



PIRBRIGHT PARISH COUNCIL

Minutes of the meeting held on 30 June 2015 in the Parish Shop at 7.30 pm.

Members present: Cllr R. Nevins (Chairman)
Cllr J. Hallam
Cllr M. Hobbs
Cllr C. Newman
Cllr R. Richmond

In attendance: L. Graham (Clerk) and two residents interested in item 8:2.

1. **FORMALITIES**

To Receive Members' Apologies for Absence

Apologies for Absence were received from Cllr E. Eason and Cllr S. Fidgett.

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

A Declaration of Interest was received from Cllr Nevins re item 7:1.

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

ACTION: *the Chairman signed the minutes of the Annual Meeting held on 18 May and the Extraordinary Meeting held on 2 June 2015, which were unanimously approved by members.*

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

3:2:1 Grasscutting in the children's playground: the Hall caretaker is currently cutting the grass in the children's playground because the double gates required for access by the contractor are blocked by the construction of the new Green Hut. The advantage of this arrangement is that the mower is able to collect the cuttings, which means they are not brought into the Hall by children's shoes.

3:2:2 Swallow Corner railings and overhanging vegetation opposite Pirbright Terrace: these have both been reported to Cllr Witham to check whether SCC is responsible for their maintenance.

3:2:3 GBC's Parish & Town programme: graffiti has been removed from the bus shelter on the other side of Pirbright Arch, but it was not possible to remove it from the tunnel because weight of traffic made it too dangerous. Nor was it possible to remove it from Cowshot Bridge because of risk of damage to the bricks.

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

4:1 To Receive Reports of Crime in the Parish

Crime statistics for the month to 24 June show one burglary, three criminal damage, one theft and two other offences. There were no non-crimes recorded.

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

There are no reports from the county and borough councillors.

4:3 To Receive a Report from the Recent Meeting of the Guildford Local Committee

Pedestrian safety in Gole Road: Jane Lynch presented the petition for improved safety measures for pedestrians at Cowshot Bridge which was sympathetically received by the members.

Parking in School Lane: the draft proposals for parking controls were discussed at the meeting and Cllr Witham raised the possible effects on the wider area. If the draft proposals go to a formal public notice straight away, although that would include a limited consultation, it would be difficult to change the proposals for more restriction not already included, once published and advertised. The committee therefore agreed to a short deferment to enable discussion with Pirbright Parish Council and residents, before bringing back any revised proposals to the committee for approval.

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

Work on rebuilding the replacement Green Hut is progressing well.

5. COMMUNICATIONS

To Consider Communications Sent & Received Since the Previous Meeting

5:1 GBC & SCC issues

5:1:1 Funding for ditching works: SCC has offered the parishes in the Worpleston ward a share of some funding (approx. £777 each) for ditching works to be carried out this year, while it is still dry.

ACTION: *for further discussion under 8:4*

5:1:2 Footway surfacing near LPH: SCC Highways has accepted the Parish Council's preference for tarmac rather than a compacted granular surface for the footway to the pedestrian refuge in Guildford Road near the Hall.

For information—it was noted that the new pathway is now in place.

5:1:3 Giant Hogweed in field: an employee at the Pirbright Institute has reported hogweed growing in a field near the junction of Ash Road and the Aldershot Road.

ACTION: *the Clerk has passed on the report to Cllr Witham for advice [the Surrey County Council website states that: "Under section 14 of the Wildlife and Countryside Act 1981, it can be an offence to plant or grow certain specified plants in the wild, including Giant Hogweed and Japanese Knotweed. There is no statutory requirement for landowners to remove these plants from their property but it is an offence to allow them to spread to adjacent land."] The Community Highways Officer said that he would not be able to request removal of the hogweed because it is not affecting the highway.*

5:1:4 Concurrent grant aid projects for 2016-17: GBC has sent an early warning that the forms will soon be sent out for schemes for the next financial year.

ACTION: *to include discussion of projects on the agenda for the July meeting.*

5:2 Other issues

5:2:1 Sandpits car park and right of way: the stakeholders have sent a joint letter proposing a new scheme for the access track and car park.

ACTION: *for further discussion under 8:3*

5:2:2 Fireworks display at Pirbright School: a fireworks display will be held by FOPS in the school grounds on the evening of Friday 6 November.

For information

5:2:3 PeriNews circulation to Pirbright Camp: the question of communication between the village and MoD families was discussed by the monthly meeting of RBL, raising the possibility of increasing the print run of PeriNews so that it could be distributed to every household in Pirbright Camp.

ACTION: *it will increase production costs and will need volunteers to distribute them. It was agreed to ask how quickly they are taken up in the shop.*

5:2:4 Parking issues 1: a motorist who drives daily into the village has complained about a vehicle sometimes parked on the edge of the Green opposite The Cricketers, blocking sight lines from the Avenue de Cagny with Cemetery Pales.

ACTION: *it was agreed to monitor situation for frequency.*

Parking issues 2: the developer of The Old Forge has responded to PPC's suggestion that the strip of land opposite numbers 4 & 5 could be used for casual parking, stating that this is a non-authorised car parking area [although it has been used consistently by residents for several years].

ACTION: *for further discussion under 8:6.*

5:2:5 Knowl Hill sports day: the school has asked permission to hold part of its sports day on the Green, on 3 July between 9.30am - 12.30pm. Their preferred area is the cricket or football ground, with possible use of the pavilion.

ACTION: *to pass on the request to the cricket club in case there is a day-time fixture and also to ask the school for a risk assessment because of possible mishap to unwary walkers emerging from the woods on the far side.*

[It would also be necessary to inform the grasscutting contractors, in case they are planning to be on site.]

6. **FINANCE & GENERAL PURPOSES**

6:1 To Approve Payments Made & Bank Reconciliations for May & June 2015

ACTION: Members approved the payments schedule for May and June 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 Approve the Transfer to the Chant Account of Reserved Funds for the New Green Hut

ACTION: Members approved the transfer of the reserved funds.

6:3 To Consider the Details of the Move of the PPC & LPH Office to the New Green Hut

ACTION: this item was deferred to next month's meeting.

7. **PLANNING**

7:1 To Approve the Submission for the Pirbright Institute Masterplan Application

ACTION: Members approved the submission.

7:2:1 To Consider Application 15/P/01040 (Yew Tree Cottage, outdoor swimming pool)

DECISION: Members had No Objection to this proposal but suggested that the plant room should be relocated further from boundary if it is an air-source heat pump, because it likely to be noisy and upsetting to the neighbours.

7:2:2 To Consider Application 15/T/00108 (West Side, tree pollarding & reductions)

DECISION: Members had No Objection to this proposal

8. **HIGHWAYS & ENVIRONMENT**

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

The final phase of the scheme is the pedestrian refuge, currently being installed in the Guildford Road near LPH.

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

8:2:1 Figures have been passed onto SCC Highways from the SDR, which recorded speeds in Gole Road with a maximum of 82mph in the 40mph zone, with more than 90% of vehicles exceeding the speed limit at that point.

8:2:2 SCC will be requested to ensure vegetation is cut back from speed signs to improve visibility.

8:2:3 PPC has also made contact with residents in Aldershot Rd about installation of the SDR.

8:3 To Receive a Report on Proposals for the Car Park & Rights of Way on the Sandpits Site

Members considered a revised scheme for the Sandpits site, put forward and approved by all the stakeholders, showing an access track 6m wide from the School Lane entrance through to Bexon, physically separated from the car park with provision for four spaces for PTC and 14 others for general use. A new footway would run along the northern and eastern perimeters.

DECISIONS:

Members agreed

a) to give serious consideration to the revised scheme 2 and to try it out during the school holidays (this will enable any adjustments to be made, such as an alternative access to the reserved spaces for PTC);

b) to consider future financial contributions from the rights of way holders, based on percentage of use, with no further obligation on the Parish Council (to be finalised if the scheme is proved successful). SWT will be contacted to ask them if they would consider increasing their contribution to the expenses of making good the right of way;

c) to erect temporary signage and carry out interim surface repairs during the school holidays;

d) to decide on the materials for surfacing each area (advice on this will be sought from contractors).

e) The reply to the emails and letter from the stakeholders was approved. How to enforce the new scheme will be decided if it is implemented permanently.

8:4 To Discuss the Offer of SCC Funding for Ditching Works

ACTION: it was agreed to propose the ditch alongside Cemetery Pales/the Green for the work. The contractors will be requested to retain the soil and relocate it near phone box.

8:5 To Consider Any Issues Raised by the Scarecrow Festival

No real issues were raised but members reiterated the suggestion that the stalls could be located nearer Avenue de Cagny to assist with the problem of stallholders carrying heavy items across the Green.

8:6 To Discuss Parking Issues Around The Green

Increased pressure for parking spaces was experienced around the village recently. Space in the car park at LPH had been reduced by contractors' and neighbours' vehicles parking during reconstruction of the Green Hut and the road works in Guildford Road, causing problems for the Country Market and for the Southern Dachshunds Open Show.

***DECISIONS:** members agreed that there are often problems with parking on a daily basis but these are heightened during events, especially when they are happening at the same time, such as the Country Market and sports day at the School. It was therefore decided to:*

- a) raise the possibility of moving back posts along Avenue de Cagny again and to ask advice from SCC Highways about using the resultant verge for parking;*
- b) request organisers of large events to have marshals overseeing the parking;*
- c) not ban parking along the access way alongside The Old Forge;*
- d) find out who owns the rough strip of land near the entrance to Cowbridge Meadow in the hope that it could be used for residents' parking.*

9. NEWSLETTER

To Agree Items for the August Issue

An update on the redevelopment of the Green Hut will be one item for the newsletter.

10. CHAIRMAN'S CONCLUSION

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

Members confirmed that it would be appropriate for the junior football club approach The Pirbright Institute directly for sponsorship.

10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (28/7/15)

The progress on the Green Hut, projects for grants, review of current projects and the financial statements for the next quarter will all be items on the agenda for the next meeting.

The meeting ended at 9.17pm.

Signed.....

Date.....