



PIRBRIGHT PARISH COUNCIL

Minutes of the meeting on held 31 March 2015 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 R. Richmond
Cllr M. Hobbs

In attendance: L. Graham (Clerk) Cllr K. Witham (SCC)
The candidate in the local elections for the Guildford Green Belt Group
The resident who is campaigning for improved safety in Gole Road

1. **To Receive Members' Apologies for Absence**

Apologies for absence were received from Cllr G. Jackson (GBC).

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

Cllr Eason made a personal declaration of interest re item 6:4.

3. **MINUTES**

3:1 To Approve the Minutes of the Previous Meeting

ACTION: *it was resolved unanimously that the minutes of the meeting held on 24 February 2015 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 Deepcut Barracks redevelopment: the Clerk visited the drop-in exhibition to view progress on the redevelopment and was able to ask about proposed highways improvements that might impact on Pirbright. It appears that there are no plans to improve or strengthen Deepcut bridge, although one-way traffic lights will be installed. Of greater concern however was the idea (about which there had been no consultation) to widen Dawney Hill at the junction with Gole Road, to permit the inside lane of traffic to turn left and the outer lane to proceed through Pirbright Arch.

ACTION: *Cllr Witham suggested that the issue should be discussed further by PPC's Highways & Environment Committee so that any concerns could be raised with SCC.*

3:2:2 Village Green drainage: the area of Green to the west of the pond has been checked against an old plan showing the installation of French drains in 1979, but there is no obvious way to rod them through, leading to the conclusion that the system is now completely blocked and the plastic of the pipes has become brittle.

ACTION: *the issue will be discussed further by the Highways & Environment Committee.*

3:2:3 Electronic receipt of planning applications: several parishes wrote to GBC to raise concerns about the proposals to circulate planning applications electronically instead of paper format. GBC has now agreed to delay the scheme until September and will contact parishes to discuss how this might best be achieved through provision of equipment etc.

3:2:4 Worplesdon ward cluster meeting: at the cluster meeting of the chairmen and clerks of the parishes in Worplesdon ward, concerns were raised about proposals to redevelop Rokers golf course for housing and possibly a secondary school. Although it is recognised that a new school is needed on the western side of the borough, it would inevitably cause problems on the roads and other areas of infrastructure.

3:2:4 Presentation clock: the clock presented by the Parish Council to the late Tom Forbes, the Parish Clerk from 1971-1989, has been returned by the Abbeyfield Home in Farnham where it had been stored.

ACTION: *it will be serviced by an expert and eventually hung in the new Parish Office.*

3:2:5 Newsletter: the Clerk has been requested to raise a complaint with the printers of the newsletter because some of the illustrations appear to have been distorted in recent issues.

ACTION: *the printing company is looking into the problem.*

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

4:1 To Receive Reports of Crime in the Parish

No report was received (but see 5:4).

4:2 To Receive a Report from the County and Borough Councillors

No separate reports were received.

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

Work to construct the new Green Hut is due to start on 20 April, and a grant towards the cost has been received from GBC.

4:4 To Receive the Minutes of the Flood Forum

Minutes from the Forum had been distributed electronically to members.

Updates included:

- continuation of the Hodge Brook study, with additional funding from GBC;
- work still required to desilt Bullswater bridge;
- grilles to be installed soon in Vapery Lane;
- repair of the pothole at the entrance to Chapel Lane, with £2K payment from the Community Enhancement Fund arranged by Cllr Witham for the work.

5. **COMMUNICATIONS**

To Consider Communications Sent & Received Since the Previous Meeting

GBC & SCC issues

5:1 Gole Road safety measures: there has been more correspondence between SCC Highways and the resident of Vapery Lane who has been lobbying the authority to improve safety measures near Cowshott Bridge, following several accidents in the area, including one with serious injuries to a 5-year old boy. The SCC engineer who came out to the site visit has explained that budget constraints do not allow for immediate introduction of any large-scale improvements, although Cllr Gordon Jackson has proposed installation of a flashing slow-down sign at the bend heading towards Pirbright. He has also suggested the school should warn parents that the area near the entrance to Cowshott Bridge is an unsafe place to stand.

ACTION: for further discussion under 8:1

5:2 Footpath 396: SCC Countryside Access Officer has responded to concerns about the muddy condition of the footpath that connects Gole Road with Vapery Lane (part of the route from the Camp to the primary school), stating that it will be assessed for future surface improvements.

For information

5:3 Disabled parking bays in Church Lane: SCC has notified PPC that £1000 funding towards the project has been approved by Cllr Witham (in addition to the £2093 concurrent grant aid pledged by GBC).

For information

5:4 Police attendance at Parish Council meetings: Cllr Witham has queried the lack of police attendance with the chairman of the Surrey Police Crime Panel, who explained that it is because of resource cuts as a result of funding problems in Surrey Police. Many of the PCSOs who used to attend these meetings have been phased out and the Police & Crime Commissioner's response would be that he would rather use the funding to put boots on the streets. Richard Billington, the Guildford representative on the PCP, can raise these issues on behalf of residents.

ACTION: for information.

Other issues

5:5 Jay Miller's Circus: a request has been received to make a visit to Pirbright in June.

ACTION: to agree to this request subject to suitable weather conditions, with green fees and the deposit bond to be the same as those charged to the fair.

5:6 ByBox: a request has been received for a location for installation of lockers so that local engineers can collect their parts before 8am. The payment for the facility would be £1500 for up to 6m of space and £150 per metre thereafter.

ACTION: to decline the offer, because of lack of a suitable location and parking spaces.

5:7 Energy Assets: the company installing the gas pipe for the redevelopment of Pirbright Institute has offered to undertake a community project in the parish, in mitigation for the inconvenience caused to residents while the works have been in progress.

ACTION: to respond suggesting repairs to benches or improvements to drainage on the Green.

5:8 Prudential RideLondon: the cycling event through Surrey will take place on 2 August, using the same route as last year.

For information

6. **FINANCE & GENERAL PURPOSES**

6:1 To Approve Payments Made During March 2015 & Bank Reconciliations for the Month

ACTION: Members approved the payments schedule for March 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 Consider Governance Requirements for the External Audit

ACTION: Members approved the review of governance procedures during the current financial year, and considered that the current level of fidelity guarantee insurance will be adequate when the first instalment of the precept is received.

6:3 To Agree a Budget for the Annual Parish Meeting

ACTION: Members approved a budget of £300 for the meeting.

6:4 To Consider Extension of the Licensed Area of the Green to Include the Playing Fields

ACTION: Members approved the request to extend the licensed area of the Green to include the playing fields, to be implemented before the Scarecrow Festival.

7. **PLANNING**

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

ACTION: members received minutes of the meeting held on 24 February and the submissions made by the Clerk under the delegated authority on 23 March.

7:2:1 To Discuss the Pirbright Institute's Masterplan

The outline application parameter plans and illustrative material for the revised application for the Masterplan have been worked on following the recent local engagement round, and a CD of the new material will be sent to the Parish Council soon, together with a Draft Memo of Understanding about community project funding.

ACTION: for information—members hoped that time would be allowed for comment before the new application is submitted to GBC.

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

ACTION: members agreed they would welcome a planting scheme in principle and would like to see a formal plan in due course.

8. **HIGHWAYS & ENVIRONMENT**

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

8:1:1 Pedestrian island near LPH: this will be installed towards the end of April now that the gas works have been completed in Guildford Road.

8:1:2 Gole Road pedestrian safety: SCC Highways have put forward initial proposals to slow down traffic on the approach to the village, which could be implemented within 3-4 months. Further structural measures, involving civil engineering, would be more expensive with a longer design and lead in, estimated at 18 months. A petition would provide support for the second phase of scheme.

DECISION: members liked the proposals and hoped that a vehicle activated sign to warn motorists to slow down will be incorporated in a position to be determined. Inclusion of bollards and a gravel area at the side of the road will also be requested.

PROPOSAL: Cllr Witham asked whether the Parish Council could match the contribution that he would make from Community Enhancement Fund. It was agreed to ask Highways for figures and to decide in principle to make a contribution.

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

Cllr Hobbs reported that the SDR had been installed in two different places in Church Lane during March opposite Sunset Cottage (location 1) and Rose Cottage (location 2), and recorded vehicles travelling at 44 mph at different times in both places. In the week ending 6/3/15, 3994 vehicles passed the SDR at location 1 and 5784 vehicles were recorded at location 2 during the week ending 27/3/15.

8:3 To Discuss the Issues at the Sandpits Site & Meeting to Agree a Parking Plan

Following a site meeting held on 17 March with the stakeholders, members considered two schemes (including one put forward by one of the residents) for the right of way and parking area at the Sandpits site.

DECISION: members decided to continue with the original scheme, based on an access track 6m wide, which would leave space for 17 vehicles to park at right angles to the tennis courts. There would be room for an extra 5 or 6 parking spaces along a line 6m from the outer boundary of the access road (SWT had requested that one space be removed to allow adequate access for trucks with trailers). However, if the scheme 1 proves to be misused, scheme 2 would be implemented, which would keep the RoW and car park separate by physical barriers.

ACTION: letters will be sent to SWT and the schools about banning long-term and all-day parking. Quotes will be obtained for different surfacing options.

8:4 To Consider Quotes to Fell Diseased Trees on the Village Green

Following the emergency felling of a diseased lime tree on the corner of Avenue de Cagny and the cricket ground, three more trees around the Green have been identified for removal under the dead/dying dangerous provision of Section 212 of the Town & Country Planning Act 1990. Notification has been made to GBC and two quotes for the work have been sought.

ACTION: members agreed to accept the quote from contractor A, subject to consent from GBC. It was also agreed to allocate funds from any surplus in the precept of 2014-15 to a specific reserve for the cost of the work.

9. NEWSLETTER

To Agree Items for the May Issue

The Gole Road petition, tree felling and local elections will be items for the May edition.

10. CHAIRMAN'S CONCLUSION

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

There were no notices or questions.

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

Cllr Nevins requested the committee chairmen to send the Clerk their entries for the APM report and requested members to provide a plate of food for the pre-drinks reception.

10:3 To Note Items for Inclusion on the Agenda for the Next Meeting (28/04/15)

Financial statements to the end of March will be presented at the next meeting.

10:4 To Discuss the Parish Council Election

Members were reminded that the closing date for submission of nomination papers for the local elections is 9 April and that at least three are required for the Parish Council to be quorate on 11 May, when existing members retire and new parish councillors take office.

The meeting ended at 9.40pm

Signed.....

Date.....