



PIRBRIGHT PARISH COUNCIL

Minutes of the monthly meeting held on 27 October 2015 in the Green Hut Meeting Room at 7.30 pm.

Members present: Cllr R. Nevins (Chairman), Cllr E. Eason, Cllr J. Hallam, Cllr M. Hobbs, Cllr R. Richmond

In attendance: L. Graham (Clerk)

1. FORMALITIES

To Receive Members' Apologies for Absence

Apologies for absence were received from Cllr C. Newman, Cllr S. Fidgett and Cllr K. Witham (SCC).

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

There were no Declarations of Pecuniary Interest.

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

ACTION: Members unanimously approved the minutes of the meeting held on 29 September 2015 and the Chairman signed them.

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

3:2:1 Visit of GBC Executive members: the invitation to visit PPC's November meeting has been declined because it clashes with one of GBC's own meetings.

ACTION: the members will be invited to a meeting early in 2016 instead.

3:2:2 Event notices: some of the notices on street furniture to advertise the route of a cycling event in September were not taken down by the organisers and were eventually removed by the Clerk, while posters for another community event have been stapled in the bus shelter near the School Lane traffic lights, which are difficult to remove without an implement and risk defacing the wood.

ACTION: members agreed that organisers should take down notices a couple of days after events and that posters placed in bus shelters will be removed immediately and returned to the organisers. A note will be put into the newsletter to explain this new policy.

4. REPORTS (FOR INFORMATION ONLY)

4:1 To Receive Reports from the County and Borough Councillors

Cllr Witham has just circulated his latest electronic newsletter to residents in the parish.

4:2 To Receive a Report about the 2016 Scarecrow Festival

Cllr Eason reported on a meeting to discuss ideas for the next festival and raised concern about the possibility of a cricket league game being played on the Green on the same day.

4:3 To Receive the Minutes of the AGM of Lord Pirbright's Hall & Recreation Ground Charity

Members received the minutes of the LPH AGM, including a memo of understanding for the mobile catering van.

5. COMMUNICATIONS

To Consider Communications Sent & Received Since the Previous Meeting

5:1 GBC, SCC & Policing issues

5:1:1 GBC leader's resignation: following the recent departure by Stephen Mansbridge, Cllr Nigel Manning has become the Acting Leader of the council until a new leader is elected at an election in December.

For information

5:1:2 Withdrawal of paper planning applications: GBC has invited parish clerks and representatives from amenity groups to attend a further meeting next month to discuss the introduction of electronic viewing of planning applications.

ACTION: the Clerk will attend the meeting.

5:1:3 Play strategy: GBC is inviting members to attend a Play strategy stakeholders meeting in November.

ACTION: a member will attend the meeting.

5:1:4 Neighbourhood policing: the assistant chief constable of Surrey Police (Gavin Stephens) has invited close stakeholders to a meeting in November/December to discuss proposed changes to local policing.

ACTION: it is hoped that a PPC member will be able to attend one of the meetings.

5:1:5 Parking on MoD roads: Cllr Witham has had confirmation from the Alexander Barracks Welfare Office that only residents of Dawneys Road and Caterham Close should be parking in these two roads, not any resident of an MoD property.

For information

5:1:6 Surrey Cycling Strategy: all parishes in Guildford borough have been invited to a drop-in session on 28 October to talk through proposals for a local cycling plan.

ACTION: it is hoped that a PPC member will be able to attend.

5:1:7 Crossing point near LPH (on A324): a local resident, whose house overlooks the area near the crossing, has commented that the new crossing is not used as often as it should be because it lacks connectivity with the path across the Green and low-hanging branches of a tree near the southern end of LPH make it difficult to use the secondary path nearby.

ACTION: *obtain informal advice from a tree surgeon about whether canopy of the tree could be lifted.*

5:2 Other issues

5:2:1 Christmas tree festival: St Michael & All Angels church is inviting residents and organisations to decorate a tree for the 2015 festival, to be held on the first weekend in December.

ACTION: *Carol Boylett has again offered to create decorations for the PPC tree.*

5:2:2 Parish salt initiative: Ash Parish Council has offered to supply road salt at a cost of £1.30 (inc. VAT) per 15kg bag. Delivery can be arranged for a small additional charge.

ACTION: *to consult the LPH caretaker and follow up this offer.*

5:2:3 Fox Corner Wildlife Area Association: the chairman (Catherine Cobley) has written to describe a new working partnership that has developed with staff from Pirbright Institute, who have offered practical help with maintenance of the site and also sponsored a 5000 print run of the association's leaflet revamp.

For information

5:2:4 Trees & vegetation on The Green: a resident has repeated a suggestion made some time ago that the lime trees along Avenue de Cagny might benefit from being pollarded. Another resident has suggested that some of the trees/bushes at the edge of the pond could be trimmed so that people using the benches nearby can see the pond.

ACTION: *members did not agree with point 1 although point 2 will be carried out.*

6. FINANCE & GENERAL PURPOSES

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

The Clerk presented the payments schedule, bank reconciliation and confirmation of PAYE returns to HMRC for the current month.

ACTION: *Members approved the payments schedule for October 2015 and it was signed by the Chairman.*

6:2 To Receive the Financial Statements for the Half Year (April - September 2015)

Members considered the Financial Statements for the half year, which show expenditure was on budget for the first half of the year.

6:3 To Approve a Donation to the Royal British Legion

Wreaths will be laid at services at the church and in Brookwood Cemetery on Remembrance Sunday.

ACTION: *to approve a donation of £120 to the Royal British Legion.*

7. PLANNING

7:1 To Receive Submissions & Updates on Planning Applications during the Month

Members received a schedule of recent submissions and GBC decisions and outcomes.

7:2 To Approve the Submission for Application 15/P/00604 (Pirbright Institute Masterplan)

The draft submission about highways concerns raised by the Pirbright Institute Masterplan had been circulated to members in advance because of its complexity and detail.

ACTION: *the submission was approved.*

7:3 To Discuss Planning Application 15/P/01740 (front extension at 1 The Old Posthouse, Fox Corner)

PPC comment: *Pirbright Parish Council objects to this application because it is not in keeping with the design of the neighbouring properties and the proposed height of the wall would create loss of site lines from the car park when turning out on to the road (B3032), near the right-hand bend of Fox Corner.*

7:4 To Discuss Tree surgery application 15/T/00224 (MacDonald Stewart Canadian Pavilion, Bisley Camp)

PPC comment: *Pirbright Parish Council has No objection to this proposal, subject to the comments of the tree officer.*

7:5 To Discuss Tree surgery application 15/T/00236 (Hollyhurst, The Green)

Members were concerned that the sketch plan appeared to indicate that two of the trees proposed for surgery might not be within the curtilage of the applicant's property.

ACTION: *it was agreed to check ownership of the trees concerned.*

8. HIGHWAYS & ENVIRONMENT

8:1 To Receive a Report on the SDR and VAS

Cllr Hobbs had nothing to report because it is school half term. The VAS will be put up opposite the White Hart next month.

8:2 To Discuss Projects to Improve the Green Drainage

ACTION: *it was agreed to speak to Ian Fowler (SCC) for advice about improving the drainage on the far side of the playing fields.*

8:3 To Receive an Update on the Proposals for Parking Controls in School Lane

The proposals are due to return to the Guildford Local Committee in December for approval to issue a Public Notice for the controls.

8:4 To Review the Separation of the Access Track and Car Park at the Sandpits Site

ACTION: *a meeting will be organised with stakeholders in November to evaluate the scheme and formalise the arrangement.*

8:5 To Consider the Creation of Alternative Parking Spaces

Sites being considered for extra parking include extending the existing area at the Sandpits and the informal lay-by in Avenue de Cagny. It also might be possible to use the area behind the cricket pavilion during the playing season (when the covers are moved from the parking area onto the square).

ACTION: *to consult the tennis and cricket clubs about the potential for these areas and talk to SCC Highways about extending the informal layby in Avenue de Cagny.*

8:6 To Consider Quotes for the Creation of Disabled Parking Spaces in Church Lane

A second quote has been obtained which is higher than the first quote.

ACTION: *Member agreed that the Parochial Church Council might be asked for a financial contribution for the project.*

9. NEWSLETTER

9:1 To Agree Items for the December Issue

One item will be to encourage clubs and societies to put publicity notices for events on the village notice boards (but not the Jubilee bus shelter) with a request that they are fixed with push pins or drawing pins but not staples. A warning will be added about the removal of notices promptly from street furniture.

9:2 To Discuss a Proposal to Increase the Print Run and Approve the Cost

The Parochial Church Council is keen to extend delivery of the newsletter into MoD areas at Pirbright Camp, which would require at least an extra 200 copies to be added to the print run, adding approximately 20% to the cost.

DECISION: *Members approved the increase to the regular mono-print run because it would contribute to community cohesion, but were reluctant to agree to the considerably higher cost of producing the Christmas issue in colour.*

10. CHAIRMAN'S CONCLUSION

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

There were no notices or members' questions.

10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (24/11/15)

The next meeting will include discussion of the budget for the financial year 2016-7.

The Meeting ended at 9.35pm.

Signed.....

Date.....