



PIRBRIGHT PARISH COUNCIL

Minutes of the monthly meeting held on 29 September 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 R. Richmond

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

1. FORMALITIES

To Receive Members' Apologies for Absence

Apologies for absence were received from Cllr C. Newman.

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

Cllr Nevins made a Personal Declaration of Interest re 7:2.

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

ACTION: Members unanimously approved the minutes of the meeting held on 28 July 2015 and the Chairman signed them.

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

3:2:1 SCC grants for projects: SCC has requested a progress report on the projects for Green drainage and safety improvements at the Sandpits site.

ACTION: both projects have been delayed but will be discussed again at the October meeting.

3:2:2 Electronic planning applications: GBC has sent notice that withdrawal of planning applications in hard copy will begin in mid-October and a IT support officer will visit the Parish Office to discuss PPC's requirements for accessing them electronically.

3:2:3 Church Lane parking: an ambulance called to assist a member of the congregation at the church in September had to wait while 10-12 parked vehicles blocking the lane were moved.

ACTION: for further discussion under 8:6.

3:2:4 Macmillan coffee morning: the event held in the Clubroom, which was sponsored by PPC, raised £352.

4. REPORTS (FOR INFORMATION ONLY)

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

Cllr Witham said there had been further email correspondence from residents in Bullswater Lane who are concerned about the speed of vehicles passing the junction with Guildford Road, making it very difficult to exit safely, and they are considering organising a petition to the Guildford Local Committee for action.

4:2 To Receive a Report from the Flood Forum

Members who had attended the recent meeting of the Forum agreed that good progress is being made in addressing areas of flooding and with the survey of the Hodge Brook catchment area.

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

The new Green Hut: construction is still progressing well and ramps are now in place. It is hoped to hold the AGM there in October.

5. COMMUNICATIONS

To Consider Communications Sent & Received Since the Previous Meeting

5:1 GBC & SCC issues

5:1:1 Visit of GBC Executive members: Matt Furniss (Lead Councillor for Infrastructure and Environment), Paul Spooner (Lead Councillor for Planning) and Richard Billington (Lead Councillor for Rural Economy, Countryside, Parks and Leisure) would like to attend a meeting of each parish council to discuss their portfolios and answer any questions parish councillors may have.

ACTION: to invite them to the November meeting in the new Green Hut.

5:1:2 Changes to Local Enforcement Plan: GBC has recently made some changes to its Local Enforcement Plan in that from hereon it will only accept complaints through the planning enforcement form on the website, unless they are high priority matters, which will continue to be accepted over the phone. This change in approach will assist GBC to provide a higher quality service to members of the public, by ensuring it has standard set information at the initial complaint stage and enabling greater capacity within the Enforcement Team to focus on investigative work.

For information

5:1:3 Christmas tree recycling: GBC has again requested use of the LPH car park to erect a compound for recycled Christmas trees.

DECISION: to agree to this request.

5:1:4 Overgrown foliage opposite Pirbright Terrace: residents are complaining about the condition and overgrowing foliage on the footway opposite the Terrace.

ACTION: clearance of the footway has now been done by SCC.

5:1:5 Overgrown conifers in School Lane: the Local Highways Officer has requested that the conifers be cut back from the footway alongside the tennis courts.

ACTION: *the request was passed on to the chairman of the tennis club and the trees have now been trimmed back.*

5:1:6 Footpath 397 (Blind Lane): following the SCC Countryside Access Officer's offer of 20-25 tons of scalplings to resurface the lane, the local resident who suggested the project is requesting a grant of £750 for a digger and operative to assist with the work.

ACTION: *for discussion when the budget for the Precept is being prepared.*

5:2 Other issues

5:2:1 Pop-up café: a local resident has enquired about the possibility of starting a pop-up café to be run weekly as a business from LPH. Another resident has suggested that a more viable outlet could be from a mobile van.

ACTION: *Members agreed that the first proposal was not possible because LPH has charitable status and it may not be used as business premises, although the resident could sell her cakes at the Country Market. However, Members approved the alternative proposal for a van from the Brookwood bakery to sell drinks and snacks in the recreation ground, to be positioned in a place that minimises impact on parking spaces and risk of fire near the buildings and wheelie bin, on a trial basis until the New Year.*

5:2:2 Cycle races through the village: a local resident has complained about the lack of warning about a cycle race passing through the village at the end of August. Warning signage was erected on the day before the race but it did not give details. Another event was held more recently from School Lane.

ACTION: *Members agreed that the recent race was well organised and, although notification would be useful, it is not an SCC requirement if it does not involve road closures.*

5:2:3 School Fireworks display: FOPS has requested permission to erect banners to advertise the display around the village.

ACTION: *the locations were forwarded to the Local Highways officer, who has no objection but recommends that the banners' fixings are checked regularly and that the dates of the checks are logged in case they are required later.*

DECISION: *Members approved the request, providing the advice is followed.*

5:2:4 Parking around the village: a resident of The Gardens has raised concerns about the possibility that more cars will begin parking at the edge of the cricket ground if the parking controls proposed for School Lane are introduced.

ACTION: *for discussion under item 8:3.*

6. FINANCE & GENERAL PURPOSES

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

ACTION: *Members approved the payments schedule for August and September 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 Review the Revised Financial Regulations for 2015-16

ACTION: *Members approved the revised regulations unanimously.*

6:3 To Approve Renewal of the PPC Insurance Premium for 2015-16

ACTION: *Members unanimously approved the renewal of the insurance premium and noted that it would need to be updated when the move is made to the Green Hut.*

6:4 To Approve a Flyer about Riparian Ownership

ACTION: *Members approved the flyer to be printed for distribution in PeriNews.*

6:5 To Agree the Wording for a Plaque for the Green Hut

ACTION: *Members agreed the wording for the plaque and a quote will be sought for engraving it on stainless steel.*

7. PLANNING

7:1 To Receive Planning Submissions made to GBC under Delegated Authority during the Month

Members received the list of planning submissions to GBC, which included one for extensions to Law Meadows, where it was noted considerable amounts of work appear to be carried out.

7:2 To Discuss Additional Material Received for Application 15/P/00604 (Pirbright Institute Masterplan)

Members went to meet the GBC case officer to discuss further information and to address various comments received. Outstanding concerns remain about a number of aspects of the proposed development, including the impact of construction traffic in particular and operations traffic in the long term and the need for funding to make safety improvements to roads involved.

DECISION: *it was resolved that representations should be drafted about a number of aspects: traffic levels, absence of air quality information; full details of buildings to be retained/demolished/proposed new build; landscape proposals, the ability to secure the parameter plans, lighting, and the adequacy of the EIA.*

It was also agreed to pursue SCC about the highways issues and CGMS about the Memorandum of Understanding, and to propose a discussion with the Institute.

7:3 To Discuss Application 15/P/01656 (Erection of a New Research Laboratory at the Pirbright Institute)

PPC submission to GBC: *While the Parish Council understands the need for this building and has no objection in principle, it is submitting a holding objection to the application because of the apparent inconsistency between this and the wider Masterplan, on which this building is not shown and its position appears to be on a roadway.*

The Parish Council is concerned to ensure there is both consistency between this and the wider application and that the approach to landscaping, design materials and colour ensure that these and other impacts of this proposal are considered in conjunction with the proposals of the Masterplan.

8. HIGHWAYS & ENVIRONMENT

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

All the works for the second phase of the road safety scheme are finished, and the final sign has been erected in Gole Road on the approach to Cowshot Bridge.

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

The SDR has recently been erected in Aldershot Road but readings are very high, so the equipment needs to be verified for accuracy.

8:3 To Review the Outcome of the Meeting to Discuss Parking Controls in School Lane

Members agreed it was a good meeting and that the proposed controls would enforce the Highways Code. Cllr Witham requested to be informed of any costs involved in creating extra parking areas, such as in the Avenue de Cagny, and suggested that MoD parents be encouraged to use Caterham Close and Dawneys Road for parking.

Cllr Hallam suggested that the decision to approve the measures should be based on three principles: protection of residents' rights as set out in the Highway Code to enjoy access to their properties; improvements in traffic management and parking facilities in the area; and co-operation with the schools.

DECISION: *the Parish Council unanimously resolved to support the measures of the proposed parking controls for restrictions in four locations in School Lane and to progress the creation of additional parking in other locations.*

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

The new scheme appears to be working well, despite a short hiatus when the tennis courts were being resurfaced.

ACTION: *the next step will be to meet the stakeholders to discuss formalising the arrangement.*

8:5 To Accept a Budget for Treeworks

ACTION 1: *it was agreed to accept the quote from contractor B for the treeworks opposite Hillcote on Dawney Hill.*

ACTION 2: *it was agreed to apply to GBC for consent to remove the epicormic growth from trees around the Green and that PPC's groundsman should carry out the work.*

8:6 To Approve the Proposal for Creation of Disabled Parking Spaces in Church Lane

DECISION: *Members approved the proposal in principle, subject to further quotes being obtained.*

9. NEWSLETTER

To Agree Items for the November Issue

Completion of the new Green Hut and introduction of the mobile catering van will be items for the next issue of PeriNews.

10. CHAIRMAN'S CONCLUSION

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

The Chairman had attended a "Pride in Pirbright" event at the Pirbright Institute, where her new embroidery was on display as part of the Institute's centenary celebrations.

10:2 To Approve the Appointment of Dr A. Henderson to the Lemprière Trust

DECISION: *Members approved the appointment unanimously.*

10:3 To Note Items for Inclusion on the Agenda for the Next Meeting (27/10/15)

Items for inclusion will be discussion on School Lane parking controls, the creation of alternative parking areas and the projects to improve the Green drainage and make safety improvements at the Sandpits site.

Meeting ended at 9.52pm.

Signed.....

Date.....