

PIRBRIGHT PARISH COUNCIL

ANNUAL MEETING

Minutes of the Annual Meeting held on 17 May 2016 in the Green Hut Meeting Room at 7.30pm.

Members present: Cllr Nevins (Chairman), Cllr Eason, Cllr Fidgett, Cllr Hallam, Cllr Hobbs (from 8.05pm) & Cllr Richmond.

In attendance: L. Graham (Clerk)

1.	<p><u>FORMALITIES</u> To Receive Members' Apologies for Absence <i>Apologies for absence were received from Cllr Newman.</i></p>
2.	<p>2:1 To Receive Members' Declarations of Interest on Any Agenda Item below <i>Cllr Hallam made a personal declaration of interest re item 7:2</i></p> <p>2:2 Election of Chairman & Vice Chairman for the Forthcoming Year <i>Cllr Nevins was unanimously elected as Chairman with Cllr Fidgett as Vice Chairman for the forthcoming year.</i></p> <p>2:3 To Appoint Members to Represent the Parish Council on Outside Bodies <i>Cllr Nevins was appointed as the Parish Council's representative on the Lemprière Trust.</i></p>
3.	<p><u>MINUTES</u> To Approve the Minutes of the Meeting held on 26 April 2016 ACTION: <i>Members unanimously approved the minutes of the meeting held on 26/4/2016 and the Chairman signed them.</i></p>
4.	<p><u>REPORTS (FOR INFORMATION ONLY)</u> <i>No reports were presented at this meeting.</i></p>
5.	<p><u>COMMUNICATIONS</u> <i>There were no urgent communications.</i></p>
6.	<p><u>FINANCE & GENERAL PURPOSES</u></p> <p>6:1 To Consider Any Comments & Recommendations in the Independent Internal Auditor's Report for 2015-16 The report from the I.I.A. stated that in all significant respects control objectives were achieved throughout the financial year to March 2016. The Parish Council had continued to:</p> <ul style="list-style-type: none">formally consider governance requirements and its responsibilities for ensuring there is a sound system of internal control.pro-actively perform risk assessments and any new risks identified are highlighted in the Risk Assessment document together with the control measures proposed. <p>The I.I.A. also recommended that if the Parish Council wishes to pursue the use of Internet banking to meet requirements of modern day financial management, it should carry out a risk assessment and amend the financial regulations as appropriate. Historically, there has been a requirement for cheques to be authorised by two signatories and the introduction of online facilities will need to be carefully managed to ensure that any risks identified are mitigated. ACTION: <i>the risk assessment will be carried out and revised Financial Regulations will be presented to Members at the June meeting.</i></p> <p>6:2 To Approve Annual Return for 2015-16 6:2:1 Members agreed the responses to the Annual Governance Statement, which was signed by the RFO & Chairman. 6:2:2 Members approved the figures in the Accounting Statement for 2015-16, which was signed by the RFO & Chairman.</p> <p>6:3 To Consider Any Amendments to Standing Orders & Financial Regulations for 2016-17 ACTION: <i>following advice made by the I.I.A., the Clerk will prepare amendments to the policies and present them to the Parish Council for approval at the June meeting.</i></p> <p>6:4 To Consider Any Projects for the Years 2016-17 & 2017-18 Grant aided projects for the current financial year include I.T. equipment (to assist with viewing planning applications online, following withdrawal of paper versions), new noticeboards and picnic benches. Additional projects include the adoption and restoration of the phone box on the Green and a grant towards the improvements to Blind Lane. ACTION: <i>Members agreed that funding should be found for repairs to existing benches around the Green. Ideas for grant-aid projects for 2017-18 include installation of Grasscrete along the side of Avenue de Cagny to provide easier parking; possible extension to the Sandpits car park; purchase of new benches made in a sustainable material.</i></p>

<p>7.</p>	<p><u>PLANNING</u></p> <p>7:1 To Elect a Committee and Chairman for the Forthcoming Year <i>Cllr Eason and Cllr Richmond will serve again on the Planning Committee and Cllr Fidgett was unanimously elected as Chairman. Cllr Nevins is an ex-officio member of the committee.</i></p> <p>7:2 To Consider the Following Planning Applications:</p> <p>Land adjacent to Law Meadows, Guildford Road 16/P/00773 <i>Demolition of five dwellings, scout hut, commercial stud buildings, removal of associated structures, hard standings and the erection of six dwellings</i></p> <p>Pirbright Parish Council objects to this application in its current form until it is clearly established that GBC’s assessment of the status of the existing buildings and uses on the site, including any outstanding enforcement cases, demonstrates that there is a net reduction in building floor space and volume between what is lawfully there at present (and excluding plant, equipment or temporary structures) and what is now proposed in this application, and that any proposal reduces the impact of development within the landholding.</p> <p>The Parish Council has no objection in principle to the proposal for the redevelopment of the site, providing the impact on the Green Belt and the amenities of neighbours and the village are reduced and that any permission is tightly controlled to ensure this objective is met and any future development prevented. Furthermore, we are concerned that this proposal should not in any way be used as a precedent for further development and that the details and conditions attached to any permission given should prevent the construction of further buildings within the landholding.</p> <p>We also note that some of the existing dwellings appear to be small dwellings under policy H9 (5.29-5.31) of the current Guildford Borough Local Plan against which the application must be assessed and we believe therefore, that the proposal should contain a better mix of dwellings than proposed including some smaller homes or starter homes to comply with policy.</p> <p>We note that the ecology report accepts the presence of bats within the application area, with flight lines along tree and hedgerows within and around the site, and therefore no work should be undertaken to lop or fell trees and hedgerows without prior consent, and conditions should be imposed re lighting within the site that could affect bat activity.</p> <p>PPC is concerned to ensure that if permitted, this should be the full extent of development that is permitted on this site. Under the terms of the emerging draft of the Guildford Local Plan, no further development is envisaged within Pirbright and the settlement is retained as washed over within the Green Belt.</p> <p>The paddocks should be retained for agricultural and grazing use. We would be particularly concerned if further buildings were proposed on the retained paddock area, restricting the future uses of that land for grazing or other purposes, and therefore any likely requirement for stables or other buildings should be taken in account now as part of the floorspace proposed and overall planning balance.</p> <p>If permission were granted, subject to all of the foregoing, PPC would request conditions:</p> <ul style="list-style-type: none"> • withdrawing further permitted development rights especially for erection of ancillary buildings or further extensions; • preventing development beyond the proposed footprint and specifically protecting the paddock areas; • providing for the retention of all trees and hedge lines within and bounding the site, which are important to visual context and screening of the development and for the protection of neighbours’ amenities; • requiring prior approval of all materials and prevention of working on Saturday afternoons, Sundays & Bank Holidays. <p>Reynards Lodge, Fox Corner 16/P/00847 <i>Ground floor rear infil extension and extension of first floor accommodation in roofspace above including dormer windows to front and rear. Addition of dormer window to front elevation.</i></p> <p>Pirbright Parish Council has No Objection to this proposal, subjected to conditions requiring prior approval of all materials and prevention of working on Saturday afternoons, Sundays & Bank Holidays.</p>
<p>8.</p>	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8:1 To Elect a Committee and Chairman for the Forthcoming Year <i>Cllr Eason and Cllr Newman will serve again on the Highways & Environment Committee and Cllr Hobbs was unanimously elected as Chairman. Cllr Nevins is an ex-officio member of the committee.</i></p> <p>8:2 To Discuss Progress on Current Projects</p> <p>Sandpits car park: two quotes for installation of the fence to divide the car park from the access track have been obtained and a third is being sought. However, the fence will not be fitted until formal agreement has been made with the rights of way holders.</p> <p>Village Green drainage: vertidrainage has been carried out by the grass-cutting contractor and already appears to be effective. The specification for the work on the ditch on the eastern side of the playing fields is still awaited.</p>
<p>9.</p>	<p><u>NEWSLETTER</u></p> <p>To Agree Items for the July Issue</p> <p>Items for the July issue of the newsletter will include an explanation of voters’ rights to examine the Annual Return with its background information and an update on PPC’s active projects, including the vertidrainage as latest phase in series of works to improve drainage on the Green.</p>

10.	<p><u>CHAIRMAN'S CONCLUSION</u></p> <p>10:1 To Receive the Chairman's Notices and Member' Questions The Chairman will be laying a wreath on behalf of the Parish at a ceremony in the American Cemetery.</p> <p>10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (28/6/16) Items for inclusion on the agenda for the next meeting will include the revised risk assessment and financial regulations, plus an update on the Guildford Local Plan.</p> <p>The meeting ended at 9.18pm.</p>
------------	--