

PIRBRIGHT PARISH COUNCIL

MONTHLY MEETING

Minutes of the monthly meeting held on 26 April 2016 in the Green Hut Meeting Room at 7.30pm.

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

In attendance: L. Graham (Clerk)

1.	<p><u>FORMALITIES</u> To Receive Members' Apologies for Absence There were no apologies for absence.</p>
2.	<p>To Receive Members' Declarations of Interest on Any Agenda Item below Cllr Eason made a personal declaration of interest re item 4:3 (the Scarecrow Festival).</p>
3.	<p><u>MINUTES</u> 3:1 To Approve the Minutes of the Previous Meeting <i>ACTION: Members unanimously approved the minutes of the meeting held on 29/3/2016 and the Chairman signed them.</i></p> <p>3:2 To Receive the Clerk's Report (for information, unless further action is specified) 3:2:1 Flytipping by the recycling area in the car park at LPH is still a problem, extending to bags left by refuse bins on the Green, which has again been reported to GBC. <i>ACTION: Members suggested that the issue should also be reported to Cllr Jackson.</i></p> <p>3:2:2 Benches on the Green: more benches are in need of repair. <i>ACTION: Members agreed that PPC's ownership and responsibility of the benches needs to be formalised and to suggest the same for ownership by the cricket club for benches on the purview of the ground</i></p>
4.	<p><u>REPORTS (FOR INFORMATION ONLY)</u> 4:1 To Receive Reports from the County and Borough Councillors The county and borough councillors had given their reports at the Annual Parish Meeting on the evening before.</p> <p>4:2 To Receive a Report from Lord Pirbright's Hall Pop up shop: Cllr Hallam reported that the balance of sales is now equal between hot food and other items. Increase in hot & cold drinks, confectionery & ices now weather is improving. At a recent meeting to discuss concerns & issues it was agreed that the Bakers Dozen should draw up a simple business plan. Provision of power is still needed, including reinstatement of power to the lamp by the path across the recreation ground and it is hoped to approve the van's appearance when it is moved to this permanent location. Rent will be based on revenue, to be introduced in stages.</p> <p>4:3 To Receive an Update from the Organising Committee for the Scarecrow Festival a) The use and position of the pop-up shop's van at the Festival has been agreed, with the main aim being to promote its presence. If the new power point has not been installed in time, the van will run off a generator instead. The shop will not sell hot food, because this would compete with the Festival's barbecue. b) Safety concerns about the bouncy castle were discussed and passed to the operator. c) Chairs and tables will be available in the Clubroom during the day for use by public. d) An application has been made for closure of Avenue de Cagny and a TENS licence for sale of alcohol from 11am. <i>ACTION: Members agreed that the tents might be put up in the LPH recreation ground overnight before the festival to enable the army cadets to keep watch over the barbecue equipment.</i></p>
5.	<p><u>COMMUNICATIONS</u> To Consider Communications Sent & Received Since the Previous Meeting No communications on new issues had been received since the previous meeting.</p>
6.	<p><u>FINANCE & GENERAL PURPOSES</u> 6:1 To Approve the Schedule of Receipts & Payments and Review the Bank Reconciliations for April 2016 <i>ACTION: Members approved the receipts & payments schedule and the Chairman signed it. Cllr Hallam and Cllr Eason checked and signed the bank reconciliations.</i></p> <p>6:2 To Approve the Financial Statement for 2015-16 <i>ACTION: Members approved the Financial Statement for 2015-16.</i></p> <p>6:3 To Approve the Receipts & Payments Accounts for 2015-16 <i>ACTION: Members approved the Receipts & Payments Accounts for 2015-16.</i></p>

7.	<p><u>PLANNING</u> To Receive Submissions & Updates on Planning Applications during the Month 7:1 Members received a list of submissions to GBC on planning applications during the month.</p> <p>7:2 Guildford Plan: recent Submission Stage proposals announced by GBC retain Pirbright's Green Belt status but propose major new housing nearby at Normandy/Flexford and in Ash, which may impact on traffic and create other issues within Pirbright. PPC will be reviewing the Plan in due course to consider these implications and continue to reflect earlier comments with appropriate representations.</p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u> 8:1 To Receive a Report on the SDR and VAS Members suggested the first part of Church Lane and a section of Guildford Road between the White Hart and Swallow Corner as new locations for SDR. Brackets need to be purchased for installation of the VAS in the new agreed positions.</p> <p>8:2 To Receive Updates on: a) Sandpits Car Park and Right of Way During the school Easter holidays, a second linear drain was installed along then eastern edge of the car park, connecting into the existing soakaway to avoid digging a second one too close to the conifer trees. The surface of the car park has been graded and resurfaced. The next stage is to divide the car park to create the access track at an agreed width of 6m. However, no work can begin without formal agreement of the rights of way holders. Quotes for the new fence to separate the areas are currently being sought.</p> <p>b) Creation of Disabled Parking Spaces in Church Lane The layby has been created and is awaiting signage, to be agreed with Highways and GBC, the parking authority for the borough. SCC Highways advised that PPC should not erect its own signs and that either a Traffic Regulation Order (TRO) would be required for putting up a disabled parking sign (requiring approval from the Guildford Local Committee) or it might be possible to install disabled bays markings only, to be overseen by the SCC Parking Team and which would not be enforceable. PPC's request to the SCC Parking team was referred on to GBC, and a response is awaited.</p> <p>c) Drainage Work on the Playing Fields GBC has now approved the extension to the time limit for submission of the claim for grant aid for this work until March 2017. The contractor will supply details of work to GBC.</p> <p>d) Improvement Works for the Surface of Blind Lane This is a community project, proposed by a resident in a letter to PPC in August 2015, in which he requested a financial contribution of £750 towards the costs, which was agreed by the Parish Council. Work on the ditches in Blind Lane when proposed by PPC has previously met with opposition by the landowner of the track. However, use of the field behind the churchyard has now been agreed to receive the scalplings that have been offered by SCC for the work, which will be carried out when the ground conditions have dried out in the summer. ACTION: <i>Members agreed consider an increase to the amount requested if required when the work progresses.</i></p> <p>8:3 To Discuss Issues Raised by the Temporary Closure of Brookwood Station Car Park Advice has been sought from GBC and SCC via Cllr Jackson and Cllr Witham, who also contacted Woking BC, although little practical help for a solution in Pirbright was offered, apart from reassurance that existing parking restrictions would be enforced and any parking problems on the highway would be tackled during the work at the station. Members expressed concern that people may continue to park in the village after the car park reopens and this would have to be addressed in due course.</p> <p>8:4 To Approve the Contract for the Adoption and Maintenance of the Telephone Kiosk on The Green ACTION: <i>Members agreed approved the contract for signature. A sign will put into the box to state that it is going to be adopted by the Parish Council.</i></p>
9.	<p><u>NEWSLETTER</u> To Agree Items for the June Issue Items for the newsletter include the request that garden waste should not be disposed of on the common, but put into a GBC recycling bin or taken to the dump; information about the steps being taken to adopt the phone box and refurbish it in due course, and news about the Borough local plan going out for consultation shortly.</p>
10.	<p><u>CHAIRMAN'S CONCLUSION</u> 10:1 To Receive the Chairman's Notices and Member's Questions There were no notices or Members' questions.</p> <p>10:2 To Discuss the Twinning Vin d'Honneur to Welcome the Visitors from Cagny <i>It is hoped that some members will be able to attend the Vin d'Honneur in June.</i></p>

10:3 To Discuss Issues Raised at the Annual Parish Meeting

Q. Will there be provision of a Park & Ride on this side of Guildford?

A. *It is hoped that there will be a site around Worplesdon, but there are environmental concerns to be addressed.*

Q. Is there an update on the plan to replace trees on the Little Green?

A. *The contractor is hoping to plant the new trees in the autumn this year.*

Q. Would the Parish Council consider purchasing a defibrillator?

A. *PPC understood that Pirbright Surgery had decided against having one for use by the public, but would seek advice. Members agreed also to seek advice about the possibility of holding First Aid training sessions.*

Q. Is the redevelopment of Deepcut Barracks still proceeding and has any provision been made to manage the extra traffic that will pass through Pirbright?

A. *PPC has challenged assumptions that most of the traffic would travel north from Deepcut because some commuters would be using Brookwood Station, and funding is to be allocated to improve the path along the canal to encourage cycling. Otherwise there is currently limited traction to achieve traffic calming for the village.*

Q. Is there anything that can be done to discourage commuters from parking in the unofficial layby in Dawney Hill and walking through Brookwood Cemetery to the station during the car park closure?

A. *GBC and SCC have both been notified about potential problems that the car park closure may cause but any measures will be difficult to enforce prevention of short-term parking that would not also adversely impact on residents.*

Q. Is there anything that can be done to discourage dumping of grass mowings and hedge cuttings on the Common and encourage recycling?

A. *An entry will be placed in PeriNews to remind residents that they can recycle garden waste in a bin supplied and emptied by GBC for a cost of £32 per year.*

10:4 To Note Items for Inclusion on the Agenda for the Next Meeting (17/5/16)

The next meeting will be the formal Annual Meeting of the Council, including re-election of the Chairman and committees and approval of the Annual Return to the external auditor.

The meeting ended at 9.20pm.

Signed.....

Date.....