

# PIRBRIGHT PARISH COUNCIL

## MONTHLY MEETING

Minutes of the Meeting Held in the Green Hut Meeting Room on Tuesday 26 July 2016 at 7.30 pm

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

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

1.	<p><b><u>FORMALITIES</u></b></p> <p><b>To Receive Members' Apologies for Absence</b> Apologies for absence were received from Cllr Fidgett &amp; Cllr Hobbs.</p>
2.	<p><b>To Receive Members' Declarations of Interest on Any Agenda Item below</b> Cllr Hallam made a personal declaration of interest re item 7:2 (as a neighbour of Law Meadows).</p>
3.	<p><b><u>MINUTES</u></b></p> <p><b>3:1 To Approve the Minutes of the Previous Meeting</b> <i>ACTION: Members unanimously approved the minutes of the meeting held on 28/6/2016 and the Chairman signed them.</i></p> <p><b>3:2 To Receive the Clerk's Report (for information, unless further action is specified)</b></p> <p><b>3:2:1 Banners:</b> following the approval of the risk assessment policy for the erection of banners and publicity devices to advertise parish events on the village green, the Horticultural Society was the first to test the new guidelines. Cllr Eason, Cllr Hobbs and the Clerk met the society's chairman to agree the positions for the banners for the Flower Show although he subsequently complained that one banner against the railings on the north side of the recreation ground could not be read clearly if the sun was shining. The Clerk suggested that the banner be moved to the railings on the west side of LPH.</p> <p><b>3:2:2 Roundabout in the playground:</b> one of the boards on the roundabout has been damaged and will be repaired by the manufacturers. In the meantime it has been taped off with warning notices that it should not be used.</p> <p><b>3:2:3 Trees:</b> one quote has been received for tree work around the Green and a second quote is now being sought in line with PPC's Financial Regulations.</p> <p><b>3:2:4 Defibrillator:</b> the Friends of Pirbright Surgery has notified PPC that this equipment has now been installed at the practice where it will be available for use in an emergency during surgery hours. The merits of organising First Aid Classes through St. John Ambulance for residents, in preference to purchase of a second defibrillator, are being discussed.</p>
4.	<p><b><u>REPORTS (FOR INFORMATION ONLY)</u></b></p> <p><b>4:1 To Receive Reports from the County and Borough Councillors</b> Cllr Witham has recently sent out his regular update to residents on diverse topics such as flytipping, vegetation and verge grasscutting to highways matters, finance and help for young people in need, Surrey businesses and jobs. He has also passed on information to PPC about the new charging system for residents at Surrey's community recycling centres for some non-household waste, including plasterboard, rubble, soil, turf and tyres.</p> <p><b>4:2 To Receive a Report from Lord Pirbright's Hall</b></p> <p><b>4:2:1 Newspaper cupboard:</b> following an adverse comment about the appearance of the old table where residents could pick up their newspapers at LPH, a new cupboard has been installed for the purpose.</p> <p><b>4:2:1 Damage to corner of Green hut:</b> it is uncertain how minor damage to the boarding of the new Green Hut at the north-west corner was caused but it will need to be touched up to protect the wood.</p> <p><b>4:2:3 Safety of ramp:</b> a resident accidentally stepped off the ramp at the Green Hut and complained about the lack of a railing, although this was not a requirement of Building Control. Painting the edges a darker colour and building up the sides with soil are two remedies that have been proposed.</p> <p><b>4:2:4 Pop up shop:</b> Cllr Hallam explained that the pop up shop in the LPH car park had closed because it was not viable.</p>
5.	<p><b><u>COMMUNICATIONS</u></b></p> <p><b>To Consider Communications Sent &amp; Received Since the Previous Meeting*</b> GBC, SCC &amp; Policing issues</p> <p><b>5:1:1 Grant aided projects for 2017-18:</b> GBC has invited parish councils to submit applications for grant-aided projects for 2017-18. The criteria must meet GBC's requirements in its corporate plan for infrastructure, economy, development, sustainability &amp; society. For projects up to £10,000, the available grant is 50%, with 20% for higher amounts. Estimates of costs have to be submitted as part of the application process. The closing date for applications is 9 September. <i>ACTION: the Clerk was given delegated power to make the grant aid applications.</i></p> <p><b>5:1:2 Land off Gole Road, opposite junction with Vapery Lane:</b> following concerns about large lorries tipping waste on this site, both GBC and SCC have been informed and the issue is now on GBC's enforcement list. <i>For information</i></p>

	<p><b>5:1:3 Heath Mill Lane and the Hodge Brook:</b> SCC's Flood Risk &amp; Network resilience Officer has contacted all residents who might have responsibility for the ditches in the area to ensure they are meeting their riparian responsibilities. He will make a further site visit to ensure that any issues do not get worse. A visit has been made by Surrey Fire &amp; Rescue Services to check the access and spoke to residents whose cars were blocking the lane. Letters are being sent to residents by SFRS to assure assistance as and when needed.</p> <p><i>For information</i></p>
6.	<p><b><u>FINANCE &amp; GENERAL PURPOSES</u></b></p> <p><b>6:1 To Approve Schedule of Receipts &amp; Payments and Review the Bank Reconciliation for July 2016</b>  <i>ACTION: Members approved the receipts &amp; payments schedule for the month, which was signed by the Chairman.</i></p> <p><b>6:2 To Review the Financial Statements for April-June 2016</b>  <i>ACTION: Members reviewed and approved the statements, which were in line with the budget</i></p> <p><b>6:3 To Approve Amendments to PPC's Financial Regulations</b>  <i>ACTION: Members reviewed and approved the amendments to the Financial Regulations, to be effective immediately.</i></p>
7.	<p><b><u>PLANNING</u></b></p> <p><b>7:1 To Receive Submissions &amp; Updates on Planning Applications during July</b>  Members received the list of PPC submissions to GBC on pending planning applications received during the month. In addition to the list of decisions was approval by GBC's Planning Committee of application 15/P/00604 (Pirbright Institute masterplan), with a key condition requested by PPC. This requires the applicant to liaise with the local community/Parish Council prior to beginning of each phase of the development to produce a Community Environmental Benefits Scheme.</p> <p><b>7:2 To Consider a Response to Pending Applications</b></p> <p><b>16/P/01424: Princess Royal Barracks (details reserved by Condition 40, Surface water drainage)</b>  <i>PPC response: No objection, subject to GBC approval</i></p> <p><b>16/P/01449: Furzehill Place (Greenhouse in kitchen garden – retrospective application)</b>  <i>PPC response: No objection, providing it remains ancillary to the use of the main dwelling.</i></p> <p><b>16/P/01465: 1 Belmont Cottages, Gole Rd (Single storey side extension)</b>  <i>PPC response: No objection subject to conditions about choice of materials and a restriction banning work on Sundays and Bank Holidays.</i></p> <p><b>16/P/01486: Law Meadows, Guildford Rd (Extensions &amp; alterations to existing dwelling)</b>  <i>PPC response: No objection, subject to conditions about choice of materials and a restriction banning work on Sundays and Bank Holidays.</i></p> <p><b>16/P/01521: 12 Rapleys Field</b>  <i>PPC response: No objection, subject to conditions about choice of materials and a restriction banning work on Sundays and Bank Holidays.</i></p> <p><b>16/T/00124: Hollyhurst, The Green (Various treeworks)</b>  <i>PPC response: No objection subject to approval of the tree officer.</i></p> <p><b>7:3 To Adopt PPC's Response to the Guildford Local Plan</b>  <i>Members agreed to adopt PPC's submission on the Local Plan</i></p>
8.	<p><b><u>HIGHWAYS &amp; ENVIRONMENT</u></b></p> <p><b>8:1 To Receive a Report on the SDR and VAS</b>  No recent report was available.</p> <p><b>8:2 To Receive an Update on:</b></p> <p><b>a) Sandpits Car Park and Right of Way:</b> Cllr Hobbs has received confirmation from the contractor that the new fence would replicate the style of that in front of the cricket pavilion but that the posts would be set 750mm high to aid visibility from vehicles and would also have reflectors.  <i>ACTION: Members approved these details and it is hoped that the work will commence soon.</i></p> <p><b>b) Disabled Parking Spaces in Church Lane:</b> the work to install markings has not yet been done by SCC Highways.</p> <p><b>c) Drainage Work on the Playing Fields:</b> the more detailed specification for the work has been sent to GBC for approval.</p> <p><b>d) Improvement Works for the Surface of Blind Lane:</b> Cllr Hobbs and Cllr Fidgett have confirmed that the quote received is good value because it is being undertaken as a contribution to the community project to improve the lane.  <i>ACTION: Members approved the quote for the groundworks.</i></p>

9.	<p><b><u>NEWSLETTER</u></b>  <b>To Agree Items for the September Issue</b>  The introduction of charges for non-household waste for community recycling centre, a request to residents to cut back hedges &amp; overhanging brambles and a litter picking party to be organised in Vapery Lane are all items suggested for inclusion in the September issue.</p>
10.	<p><b><u>CHAIRMAN'S CONCLUSION</u></b>  <b>10:1 To Receive the Chairman's Notices and Member' Questions</b>  There were no notices or questions.</p> <p><b>10:2 To Note Items for Inclusion on the Agenda for the Next Meeting (27/9/16)</b>  Progress on the adoption of the telephone box and the new protocols for dealing with pending planning applications will be included on the September agenda.</p> <p><b>The meeting ended at 8.56pm.</b></p>