

PIRBRIGHT PARISH COUNCIL

Minutes of the Meeting in the Green Hut Room on Tuesday 27 September 2016 at 7.30 pm

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

In attendance: L. Graham (Clerk) and two members of the public, who were interested in item 4:3

1.	<p><u>FORMALITIES</u></p> <p>To Receive Members' Apologies for Absence <i>Apologies for absence were received from Cllr R. Nevins.</i></p> <p>To Receive Members' Declarations of Interest on Any Agenda Item below <i>There were no members' declarations of interest.</i></p>
3.	<p><u>MINUTES</u></p> <p>3:1 To Approve the Minutes of the Previous Meetings <i>ACTION: Members unanimously approved the minutes of the meetings held on 26/7/2016 and 17/8/16, and the Chairman signed them.</i></p> <p>3:2 To Receive the Clerk's Report (for information, unless further action is specified)</p> <p>3:2:1 Tree works on the Green: despite a site visit having been undertaken by a local tree surgeon, no quote has yet been received. Cllr Hobbs will contact another surgeon to estimate for the work required.</p> <p>3:2:2 Repairs to play equipment: the roundabout has been fully repaired but the contractors have also recommended a repair to the base of the seesaw. A quote has also been supplied for replacing the safety tiles with rubberised wet pour, which was recommended by GBC as a possible use of the S.106 money to be used for improvements to the playground.</p> <p>3:2:3 Grant aid 2017-18: installation of hydraulic closing mechanism to the playground gates and replacement benches for each side of the pond are the proposals submitted to GBC for grant-aid projects for the next financial year.</p>
4.	<p><u>REPORTS (FOR INFORMATION ONLY)</u></p> <p>4:1 To Receive Reports from the County and Borough Councillors No reports were available for the County and Borough Councillors.</p> <p>4:2 To Receive a Report from Lord Pirbright's Hall</p> <p>4:2:1 The weather vane has been repaired, repainted and refixed to the turret of LPH. Several cracked tiles were replaced at the same time.</p> <p>4:2:2 The boilers were serviced during August and one of them has required considerable repair, which should be finished by the time the central heating is switched on.</p> <p>4:2:3 The wooden edging of the ramp linking the Clubroom to the Green Hut has been stained to a dark colour to make it more visible.</p> <p>4:3 To Receive a Proposal from the Parochial Church Council for a Community Event in 2017 Members liked the idea and agreed to support it in principle. Cllr Eason and the Clerk will join the steering committee.</p>
5.	<p><u>COMMUNICATIONS</u></p> <p>To Consider Communications Sent & Received Since the Previous Meeting</p> <p>5:1 GBC, SCC & Policing issues</p> <p>5:1:1 Precept capping: GBC has provided information about proposals that the Government may introduce capping on increases to parish council precepts that are over 2% or up to and including £5, which ever is higher. It is anticipated that this will initially apply to authorities where the band D precept is more than £75.48 and a total precept of at least £500K. <i>For information</i></p> <p>5:1:2 Planning policy consultations: GBC is running consultations on two new draft supplementary documents for the <i>Thames Basin Heaths SPA Strategy</i> and <i>Planning Contributions</i>. Submissions are required by Monday 17 October. <i>ACTION: Cllr Fidgett will review the documents and make a recommendation for a response.</i></p> <p>5:1:3 Review of properties with second refuse bins: GBC is beginning a review of all properties in the borough that have more than one bin and is also encouraging residents to label their bins with a house name or number. It is anticipated that the review will identify properties that no longer need extra bins or those that do but have not been formally authorised. <i>For information</i></p> <p>5:1:4 Christmas tree recycling: GBC has again requested permission to site a collection area at LPH for Christmas tree recycling. <i>ACTION: to approve this request.</i></p>

5:1:5 Noise from funfair: GBC's environmental health officer passed on a resident's complaint about excessive noise from the funfair held on the Green at the end of July. It is believed that the same resident contacted GBC the previous week to ask that funfairs on the Green should be stopped because they are unsightly and cause pollution.

ACTION: the Clerk has passed on comments to the resident from Parish Council members who responded individually supporting the fair as contributing to the life of the village and its community.

5:1:6 Refuse & fly tipping: the Clerk has complained to GBC about lack of help by Customer Services when recycling bins in the car park were not cleared after the Bank Holiday and bags of unsorted waste were put in the LPH refuse bin.

ACTION: for further discussion under item 8:3

5:1:7 Cutting of grass verges in the Parish: GBC Customer Services contacted PPC to report that a resident was complaining that the grass verges on Guildford Road opposite the Volvo garage needed to be cut.

ACTION: on advice from Cllr Witham, the Clerk asked GBC to check whether the location is on its cutting list and to explain that PPC is responsible legally only for the grass cutting on the village green & playing fields. GBC responded that the area would be added to the list, because it is a highway verge, for which GBC has an SCC contract to maintain.

5:1:8 Blind Lane drainage: Cllr Witham has passed on an email from the new Countryside Access Officer for West Surrey, who has inspected the footpath and hopes to obtain quotes to improve the surface in the next couple of months.

ACTION: for further discussion under item 8:1

5:1:9 Parking measures in School Lane: GBC's On-Street Parking Co-ordinator has notified his intention to introduce the new parking measures for School Lane in November. Several respondents to the consultation expressed concerns that the measures might fail if not enforced and that alternative parking across the centre of the village was inadequate.

For information

5:1:10 Extra parking space in Avenue de Cagny: SCC's Maintenance Engineer for the Guildford Area has stated that the Avenue de Cagny is not suitable for parking bays unless space could be taken from the village green.

ACTION: for further discussion under item 8:1

5:1:11 GBC's Parish & town ward extra cleaning programme: PPC's suggestions for this included removal of weeds etc. from gutters and gulleys as well as leaf clearance from Guildford Road and in School Lane.

ACTION: GBC has subsequently responded that their staff cannot undertake the gutter clearance because it involves stepping into the road, and that the request should be made instead to SCC.

5:1:12 Planning conflict at Fox Corner: Pirbright's MP has passed on correspondence between residents, GBC and himself about a current planning conflict, with the request that PPC should make representations to GBC if appropriate.

ACTION: for further discussion under item 7.

5:1:13 Communication about local crimes in the parish: a local resident has asked about the current provision of a local police officer for the parish and for improved communication about local crimes as warnings to residents.

ACTION: to consider opening a Facebook account for the parish to share information, which could include general items.

6. FINANCE & GENERAL PURPOSES

6:1 To Approve Schedule of Receipts & Payments and Review Bank Reconciliations for August & September 2016

ACTION: Members approved the receipts & payments schedule for both months, which was signed by the Chairman.

6:2 To Receive the External Auditor's Report on the Annual Return for the Financial Year 2015-16

ACTION: Members reviewed and accepted the report, which stated that there were no matters that required the issue of a separate additional issues arising report.

6:3 To Approve the Renewal of the Insurance Policy for 2016-2017 and Consider Any Changes or Additions

ACTION: the Clerk will ask about cost of adding the phone box to the insurance policy with a restored value of £2K.

6:4 To Receive the Updated Fixed Asset Register and Consider Any Changes or Additions

ACTION: the phone box and the new fence at the Sandpits site have been added to the register.

6:5 To Approve Payment of LPH Hire Costs for the Macmillan Coffee Mornings

ACTION: Members approved the payment of the hire costs for both Macmillan coffee mornings.

6:6 To Agree Purchase of Picnic Tables & Replacement Noticeboards, to be Financed under Concurrent Grant Aid

ACTION: it was agreed to purchase one table first but to seek an estimate from a local supplier for the noticeboards.

6:7 To Consider 50% contribution to costs of: a) a Bench to Commemorate the 90th Birthday of HM The Queen and b) Repair of the LPH clock

ACTION: both projects were approved, with the recommendation that a service agreement for the clock should be set up.

7.	<p><u>PLANNING</u></p> <p>To Receive Planning Updates Since the Previous Meeting ACTION: members received the updates for August and September and agreed that no further action was required about the Fox Corner application because PPC's original comment still stood on file.</p> <p>To Consider a Response to the following Applications:</p> <p>16/P/00596: The Old Vicarage, The Green (amendment to application for single-storey GP surgery in current car park) Pirbright Parish Council has No Objection to this amendment, subject to conditions requiring a) the materials are submitted for approval by the Borough Council (including traditional clay tiles for the roof); b) a ban on Sunday and Bank Holiday working; c) a control on the height to eaves & ridge (currently not specified on drawings), to be no greater than 5m to the ridge.</p> <p>16/P/01396: Land off Kings Way, Bisley Camp (outline application to consider access, appearance etc for a 2-storey lodge hotel) While Pirbright Parish Council would object to this application due to concerns over the scale and massing of the proposal, the impact on the heritage and nature conservation of the area, we would support the provision of visitor accommodation at the site if a future proposal were more appropriate to its scale and context.</p> <p>16/P/01752 - New Pond, Gole Road (temporary provision of a site & access track to enable remedial work to the lake) Pirbright Parish Council objects strongly to this application, which is retrospective and has potentially damaged areas that may have supported nature conservation interests, particularly given the SSSI designation nearby. The extent and type of the works carried out appear both excessive and more permanent than is suggested, while the justification for the development carried out does not appear to substantiate the works undertaken so far. We are also concerned about the type of the fill material used, which appears to include chalk and other waste materials. We note also that there have been a number of trees removed from the site that are shown as retained on the plans.</p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8:1 To Receive an Update on:</p> <p>a) Sandpits Car Park and Right of Way: the new fence to separate the car park from the access track has been installed and grant aid has been received from GBC. It may be necessary to look at improved signage in the future.</p> <p>b) Disabled Parking Spaces in Church Lane: all the work has been completed, including markings to designate the bays for disabled use, and grant aid has been received from GBC.</p> <p>c) Drainage Work on the Playing Fields: the work to clear the undergrowth and dredge the ditch is currently taking place and good progress being made.</p> <p>d) Improvement Works for the Surface of Blind Lane: progress being made on clearing the ditches in preparation for improving the surface of the footpath.</p> <p>e) SDR and VAS: the equipment is currently not erected, but Cllr Hobbs has had a good discussion with SCC highways engineer about new positions for the VAS in Grange Road, School Lane, and Aldershot Road near the Royal Oak, which is being undertaken by SCC for the Parish Council.</p> <p>8:2 To Discuss the Proposal to Create Additional Parking Space in Avenue de Cagny ACTION: members agreed that further discussion is required with the SCC Highways maintenance engineer about this.</p> <p>8:3 To Discuss Fly Tipping & Disposal of Refuse Across the Parish There have been several minor incidents of fly tipping on Green and at Lord Pirbright's Hall, some of which has been cleared by GBC and some by disposal into the LPH waste bin, which is now kept locked over night to deter further dumping. ACTION: Members agreed to accept GBC's advice and monitor incidents, install a further CCTV camera to point at the recycling area and provide photo evidence of incidents.</p>
9.	<p><u>NEWSLETTER</u></p> <p>9:1 To Agree Items for the November Issue Flytipping, the Facebook initiative, PPC's investment in seating on the village Green, completion of drainage on the playing fields and Blind Lane plus a reminder about keeping ditches clear will all be items for PPC's newsletter entry.</p> <p>9:2 To Discuss the Parochial Church Council's Proposal to Add an Additional Page to the Newsletter The Parish Council remains to be convinced about the advantage of the scheme and considered that an alternative way could be found to save space and increase the type size at the same time.</p>
10.	<p><u>CHAIRMAN'S CONCLUSION</u></p> <p>To Receive the Chairman's Notices, Member' Questions & Items for the Agenda for the Next Meeting (25/10/16) There were no questions or notices. The Financial Statement for the half year and budget discussions for the next financial year are items for the next agenda.</p> <p>The meeting ended at 9.55pm.</p>

Signed..... Date.....