

PIRBRIGHT PARISH COUNCIL

Minutes of the meeting in the Green Hut Room on Tuesday 25 April 2017 at 7.30pm

Members present: Cllr Nevins (Chairman), Cllr Eason, Cllr Fidgett, Cllr Hallam, Cllr Hobbs, Cllr Newman (from 7.57pm) & Cllr Richmond.

In attendance: L. Graham (Clerk) & a member of the public interested in the item on Vines Farm

1.	<p><u>FORMALITIES</u></p> <p>To Receive Members' Apologies for Absence No apologies for absence were received.</p> <p>To Receive Members' Declarations of Interest on Any Agenda Item below Cllr Fidgett and Cllr Hobbs made personal declarations of interest re item 7 (17/P/00754).</p>
3.	<p><u>MINUTES</u></p> <p>3:1 To Approve the Minutes of the Previous Meeting <i>ACTION: Members unanimously approved the minutes of the meeting held on 28/3/2017 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 Emergency plan: in response to an enquiry from a resident, Cllr Hobbs confirmed that work on a plan was started but suspended. Members agreed to discuss restarting it at Annual Meeting next month.</p> <p>3:2:2 Tree surgery: the consented works will start in May and it was agreed to put up notices to inform residents.</p> <p>3:2:3 Clerk's vacancy: two people have shown interest so far and further information about the post will appear in the May edition of PeriNews.</p>
4.	<p><u>REPORTS (FOR INFORMATION ONLY)</u></p> <p>4:1 To Receive Reports from the County and Borough Councillors Cllr Witham and Cllr Jackson had made their reports at the Annual Parish Meeting on the previous evening.</p> <p>4:2 To Receive a Report from Lord Pirbright's Hall Elections: GBC has confirmed that the Hall will be used as a polling station for the SCC elections on 4 May and for the General Election on 8 June.</p> <p>4:3 To Receive the Steering Committee's Report for Pirbright Community Games From the 44 clubs and organisations invited to take part in the games, only four have declined or have pulled out for other reasons. Most of the events will take place on the Green and playing fields, although the Tennis Club & Cunningham House will hold activities on their own premises. The application for closure of Avenue de Cagny has been submitted, waste bins have been ordered from GBC and flyers have been printed for insertion into the May edition of PeriNews.</p>
5.	<p><u>PUBLIC FORUM & COMMUNICATIONS</u></p> <p>5:1 To Consider Issues raised at the Annual Parish Meeting Most of the questions at the APM were about the work carried out in the parish by the Surrey Heathland Project.</p> <p>Q. Would the Parish Council be interested in sponsoring voluntary groups to assist with work on the heathland? <i>A. We could certainly encourage residents to join work parties & surveys organised by the Surrey Heathland Project.</i></p> <p>Q. Is there any co-ordinated management between the various owners of local heathland? <i>A. Yes, there is some, because such co-ordination can lead to better prices for obtaining contractors etc.</i></p> <p>Q. May residents collect felled timber from the heathland? <i>A. Yes, providing care is taken with H & S and it is not carried out on an industrial scale.</i></p> <p>Q. Following the extensive work on Dawney Hill, the gorse seems to be flourishing while the heather is in poor condition. Could people be taught to clear the gorse? <i>A. Gorse clearance is an unpopular job. The Dawney Hill area is challenging to the Heathland Project because it is not a classic soil for heather.</i></p> <p>Q. Has anything more been done to plant replacement trees on the Little Green, as required by the planning consent for removal of diseased trees a couple of years ago? <i>A. The contractor has been contacted more than once to remind him of this obligation.</i></p>

5:2 To Consider Issues Raised by Communications Sent & Received Since the Previous Meeting

GBC, SCC & POLICING ISSUES

5:2:1 Parking in School Lane: photos sent to GBC to illustrate examples of inconsiderate & possibly illegal parking in School Lane have been assessed by the On-Street Parking Co-ordinator, who has sent them on to the Operations Team.

ACTION: *for further discussion under item 8:d.*

5:2:2 Expanded Enforcement Team: a new team, to be funded jointly by GBC and the Surrey Police & Crime Commissioner, will be responsible for investigating issues of flytipping on public land, littering, managing Public Space Protection Orders and helping tackle anti-social parking around schools. The Dog Warden will also be a member of the team, helping to educate dog owners on the health risk of not picking up after their animals and issuing fines.

For information.

5:2:3 Changes to the GBC Planning Committee: PPC has joined with other parish councils in the borough to complain about lack of consultation about the proposal to reduce the number of councillors on the committee from 23 to 15. This is described by GBC as a “positive step moving away from a one Councillor one ward system”.

ACTION: *for information.*

5:2:4 GBC enforcement cases: PPC has written to GBC expressing concern about lack of progress in resolving several current enforcement cases, including those at Stoney Castle, Rails Farm, Vines Farm, Law Meadows & Gole Road.

ACTION: *for further discussion under item 7.*

5:2:5 Response to planning submissions: PPC has written to GBC to raise concerns about the procedure adopted in the processing and determination of the application for Manor House Cottage ((17/P/00016).

ACTION: *for information.*

Other issues

5:3:1 Bus shelters in Ash Road: a resident from Bridgemead has made a complaint (via SCC & GBC) about the condition and poor maintenance of the bus shelters in Ash Road.

ACTION: *to write to the current contact for liaison at the Pirbright Institute to invite them to a future meeting of PPC for an update, because the provision of bus shelters has previously been discussed as part of the Master plan.*

5:3:2 Use of the Sandpits car park: one of the residents with right of way across the site has requested permission to use the car park for a couple of hours for participants of a charity fun run being organised on Sunday 21 May.

ACTION: *members agreed to this request, subject to approval of the tennis club.*

5:3:3 Contact with Pirbright Premier FC: a) the club has provided an update on the its activities, including contact with the adult club about potential use of the playing fields and with the cricket club about use of the pavilion for a presentation evening. Unfortunately they are unable to take part in the Community Games event because of involvement with a summer tournament on the same day. The club has also contacted the editor of the newsletter to request permission to contribute occasional news pieces.

b) the Clerk has requested the club to ensure that PPC is notified of its fixtures well in advance, so that ad hoc adult games can be identified because of concerns about clashes of dates or over-use of the ground when conditions are wet.

ACTION: *members suggested that there be a notice saying that permission for games should be sought from PPC and that a booking system may required if the village adult team also plays home games on the Green in the future.*

5:3:4 Commercial use of PeriNews: a resident has requested use of the delivery system for distributing a flyer for her business.

ACTION: *the editor has declined the request, citing the policy that the newsletter can't carry commercial advertising & that the delivery is by volunteers, many on the elderly side, so there is a limit to what they can be expected to carry.*

5:3:5 Fulks the butchers is celebrating its 90th year of business and would like to use part of the green opposite to spit-roast a lamb on Saturday 24 June.

ACTION: *members agreed to this request, subject to the provision of a risk assessment, as offered.*

5:3:6 Use of the layby opposite the butchers shop: the owner of shop is concerned about the layby being in constant use by people parking their vehicles, to walk to the station or to work elsewhere in the village, leaving no space for customers.

ACTION: *members sympathised with the shop owner, recognising his part in provision of the layby when it was first installed. Members agreed that parking is difficult all round the village, and it was agreed to check whether the layby is owned by SCC Highways or by the Parish Council, because it was created from a strip of the Green.*

Advice will also be sought from SCC and GBC about potential parking restrictions for the Avenue de Cagny car park, where commuters have been seen taking bicycles from car boots before cycling off, or parking and leaving in another vehicle, presumably on their way to Brookwood station or to work elsewhere. Members agreed that one solution to this might be to prevent parking before 8am (as well as overnight), but this would need to be enforced.

6.	<p><u>FINANCE & GENERAL PURPOSES</u></p> <p>6:1 To Approve the Schedule of Receipts & Payments and Review Bank Reconciliations for April 2017 <i>ACTION: Members approved the schedule & bank reconciliations to date for April, which were signed by the Chairman.</i></p> <p>6:2 To Review the Financial Statements for 2016-17 The financial statements for the year show that expenditure was within budget, with some projects being financed from allocated reserves. Current reserves are being held for the treeworks, a second picnic table and I.T. equipment.</p> <p>6:3 To Approve a 1% Increase to Staff Salaries, based on the NALC Scale Payments for 2017-18 <i>ACTION: Members approved the increases to staff salaries.</i></p>
7.	<p><u>PLANNING</u></p> <p>7:1 To Discuss Recent Planning Updates Enforcement cases: in response to Cllr Fidgett’s enquiries, GBC officers have supplied more details about progress on their investigations into current long-standing enforcement cases.</p> <p>7:2 To Consider a Response to the following Applications:</p> <p>17/P/00694 (Vines Farm, Mill Lane: change of use of land from agricultural to equestrian use - retrospective application) <i>Pirbright Parish Council objects to this application on the basis that it appears to be a commercial livery, rather than ancillary to the use of Vines Farm for domestic or agricultural purposes, and this raises concerns over the impact on amenities for the adjoining properties whose windows are in close proximity to the intended use.</i> <i>The application is also retrospective and seems to be related to the similarly retrospective application for the retention of the track across the property, to which PPC previously objected. The cumulative effect of the intensification in use and physical development has an adverse impact on the Green Belt. We are concerned that the application makes no attempt to screen or mitigate the noise and other disturbance to the adjoining properties, which could otherwise be controlled by a condition.</i></p> <p>17/P/00774 #3 (West Heath Cottages, West Heath: two-storey side and single-storey rear extension) <i>Pirbright Parish Council has No Objection to this proposal, subject to usual conditions controlling the use of materials to match existing and a ban on Sunday and Bank Holiday working.</i></p> <p>17/P/00735 (Pine House, School Lane: single-storey side extension incorporating replacement garage, following demolishing of existing garage) <i>Pirbright Parish Council has No Objection to this proposal, subject to usual conditions controlling the use of materials to match existing, a ban on Sunday and Bank Holiday working, with a requirement for a construction management plan, because it is next door to a primary school, with existing peak hours of traffic problems, and also opposite a chicane.</i></p> <p>17/P/00754 (The Piggery, The Glen, Mill Lane – engineering operations to restore pond) <i>Pirbright Parish Council has No Objection to this proposal, subject to conditions controlling any additional traffic associated with fill materials, which we understand for now has been completed, plus a condition on landscaping to ensure the field is reseeded with grass and the pond margins planted with reed bed or similar.</i></p> <p>17/P/00746 (Holly Cottage, School Lane – single-storey side/rear extension, dropped kerb & enlarged driveway) <i>Pirbright Parish Council has No Objection in principle to the extension but does have concerns about the impact on the street scene of opening up the frontage of the property that appears, as proposed, to be dominated by car parking over the full width of the plot. The effect of this, in the absence of landscaping or hedge on the frontage, has an adverse impact on the Conservation Area and adjoining listed building.</i></p> <p>17/P/00802 (Appletree Cottage, Church Lane – listed building consent for replacement of main timber post and remaking of joints of secondary timbers attached to same and the repacking of associated bearings) <i>Pirbright Parish Council has No Objection to this proposal, subject to the view of the Conservation Officer and appropriate conditions to ensure the work is carried out as specified in the application.</i></p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>To Receive an Update on:</p> <p>a) Safety Proposals for Gole Road – the works are currently ongoing. b) The SDR and VAS – the new batteries etc are on order. c) New parking measures for School Lane – it will be the responsibility of GBC to carry out regular enforcement. d) Safety Improvements for the junction of Avenue de Cagny & A324 – no further news has been received.</p>
9.	<p><u>NEWSLETTER</u></p> <p>To Agree Items for the June Issue</p> <p>Items suggested for the June issue include the chairman’s impending retirement and details about Armed Forces Day, when the Pirbright ATC will celebrate the Freedom of Guildford Borough by marching up the High Street.</p>

Draft

10.	<p><u>CHAIRMAN'S CONCLUSION</u></p> <p>10:1:1 To Receive Chairman's Notices & Member' Questions Chairman announced that this would be her last meeting because she will step down as soon as the new chairman is elected at the Annual Meeting next month.</p> <p>10:1:2 Electric fencing across footpath 391: Cllr Hallam raised the problem faced by walkers crossing the fields below Hazelacre Hill where access to a gate is hampered by the electric fencing used to create paddocks for horses.</p> <p>10:2 To Agree Items for Discussion at the Annual Meeting (16/5/17) The meeting will begin with the election of the new Chairman & committees, to be followed by approval of the Annual Return and suggestions for projects for the final two years of the current term of the Parish Council.</p>
------------	---

The meeting ended at 10pm.

Signed.....

Date.....