

PIRBRIGHT PARISH COUNCIL

Minutes of the Meeting in the Green Hut Room on Tuesday 17 January 2017 at 7.30 pm

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

In attendance: L. Graham (Clerk), Cllr Witham, Amanda Pick & Martyn Cotrel (Playrangers, GBC); two members of the public who wished to listen to the meeting.

1.	<p><u>FORMALITIES</u></p> <p>To Receive Members' Apologies for Absence Cllr Eason apologised for absence from the first part of the meeting because of a governors' training session at the school.</p>
2.	<p>To Receive Members' Declarations of Interest on Any Agenda Item below Cllr Nevins made a declaration of interest re item 7:2 (17/P/00016). Cllr Hallam made a declaration of interest re item 7:2 (16/P/02456).</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 29/11/2016 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 Grant for theatrical production: the grant of £200 has been received from GBC towards the costs of holding the performance of <i>Our June's Wedding</i> on 7 May 2017 in collaboration with the church.</p> <p>3:2:2 Football ground: a visit has been made by the GBC groundsman recommended by the engineer who gave approval for the ditch works last autumn. He suggested further verti-draining and has been asked to provide a quote for the work.</p> <p>3:2:3 Dead cat on Burners Heath: a resident reported it to Surrey Wildlife Trust, which declined responsibility and referred the matter on to the Parish Council. While GBC will remove dead animals from the road, this does not apply to common land but then the Clerk saw notices affixed to a gate at the recreation ground about a missing pet and contacted the resident to pass on the owner's details.</p> <p>3:2:4 Parking by staff of Cherrywood Nursery: residents of Henry Cottages have complained about staff members from the nursery parking outside their property with the inner wheels of their vehicles on the footway, leaving inadequate space for passers-by with pushchairs or when the bins are out on collection day. The residents have spoken to one driver who claims she is within her rights to park there. The Clerk has shown the relevant section of the Highway Code to the residents and advised them to take photographs, which could be passed on the police if the obstruction worsens.</p> <p>3:2:5 Newsletter costs: a 10% increase in printing costs has provisionally been agreed by the Parochial Church Council. <i>ACTION: Members of the Parish Council also agreed to the increase, subject to formal approval at the next meeting, as required by Financial Regulations.</i></p> <p>3:2:6 Moles on the playing fields: Members agreed to the cricket club's request that their groundsman could make arrangements with PPC's groundsman to eradicate the moles, with costs to be borne by the club. The football clubs would also be able to make a similar arrangement.</p>
4.	<p><u>REPORTS (FOR INFORMATION ONLY)</u></p> <p>4:1 To Receive Reports from the County and Borough Councillors</p> <p>4:1:1 Cllr Witham passed on a letter from an SCC solicitor about enforcement action at Stoney Castle. <i>ACTION: members agreed to send information about fires on the site to the solicitor at the email address on the letter.</i></p> <p>4:1:2 Cllr Witham also provided an update on SCC's efforts to reduce costs while keeping services going. Revenue Grant support from the Government is gradually reducing to zero, leading to problems setting and balancing the budget, because a precept increase of more than 5% would need a referendum*. If the vote is no, an alternative budget must be set by law. <i>*SCC's proposal announced on Thursday 19/1/17 of a referendum to seek approval to increase its precept by 15% has since been withdrawn.</i></p> <p>4:2 To Receive a Report from Lord Pirbright's Hall</p> <p>4:2:1 Clubroom floor refurbishment: the work was carried out at the beginning of the year, while most of the regular hirers were still on their Christmas breaks. Mats and special cleaning equipment are being purchased to help maintain the floor in good condition.</p> <p>4:2:2 Hearing loop for the Clubroom: the chairman of the Horticultural Society is proposing to purchase a portable hearing loop for use in the Clubroom, but the Clerk has raised the concern that this would adversely affect users of the Main Hall if amplified sound is transferred from next door. <i>ACTION: members agreed that the Society should be advised of the potential problem and suggest that they hold their meetings in the Main Hall, which has a hearing loop permanently installed.</i></p>

5.	<p><u>COMMUNICATIONS</u></p> <p>To Consider Communications Sent & Received Since the Previous Meeting</p> <p><u>Public Forum</u></p> <p>Amanda and Martyn gave an update about the Playranger scheme, which takes place in the LPH recreation ground on Monday evenings during term time throughout the year, for children aged 6-11 years old, many from the primary school.</p> <p><u>GBC, SCC & Policing issues</u></p> <p>5:1:1 Playrangers: GBC's Play & Youth development officer has asked if she & a colleague could attend a PPC meeting (see above).</p> <p>5:1:2 Public phone box: SCC's Community Partnership's team leader has warned that although the project to convert the phone box for community use meets SCC's criteria for a grant in most respects, where it might be a planning consultee is one of the criteria when the County Council is not allowed to support a project. <i>ACTION 1: the Clerk has contacted GBC's planning department to ask whether change of use for the phone box is required and how much the application would cost.</i> <i>ACTION 2: for further discussion under 8:3.</i></p> <p>5:1:3 Parish & Town ward programme: the project officer has notified PPC that the work has been completed to clean the footways in Guildford Road (from opposite LPH to the traffic lights) and in School Lane (from the traffic lights up to the primary school), with special attention between the doctor's surgery and Cunningham House. <i>For information.</i></p> <p>5:1:4 Parking controls in School Lane: a local resident with children at Pirbright School has sent a thoughtful email with her views on the measures that were introduced in School Lane in November. <i>ACTION: for discussion under 8:1:c.</i></p> <p>5:1:5 Avenue de Cagny calming measures: SCC's traffic engineer has proposed a site meeting to discuss the calming measures proposed for junction of Avenue de Cagny and Dawney Hill, which is to be included in the next financial year. <i>ACTION 1: Cllr Hobbs has confirmed the date of the meeting and also asked the engineer to consider installation of warning signs on the Guildford Road near Bullswater Lane.</i> <i>ACTION 2: for further discussion under 8:1 as item d.</i></p> <p>5:1:6 Vines Farm enforcement notices: a neighbour has sent PPC a summary of enforcement issues at the property. <i>ACTION: for review under 7:1.</i></p> <p>5:1:7 Application 17/P/00016: a neighbour of the property has sent PPC a copy of her submission to GBC about the application, raising concern that the boundary has been incorrectly marked on the site plan. <i>ACTION: for discussion under 7:2.</i></p> <p><u>Other issues</u></p> <p>5:2:1 Land at the Sandpits: a London property company has written to PPC to enquire if land opposite the Sandpits Cottages might be for sale, in order to build two-three 2-bedroom houses. No such offer has been made to the tennis club. <i>ACTION: Members declined the offer because this area is outside settlement boundary and in the Conservation Area.</i></p> <p>5:2:2 Boot camp training sessions: a professional personal trainer has requested permission to hold boot camps on the LPH recreation ground near the basket ball square on Wednesday mornings between 6.30 – 7.15am. <i>ACTION 1: the Clerk has requested and received copies of the trainer's qualifications and public liability insurance.</i> <i>ACTION 2: the request was approved on a trial basis to assess whether there are any unforeseen problems or complaints.</i></p>
6.	<p><u>FINANCE & GENERAL PURPOSES</u></p> <p>6:1 To Approve Schedule of Receipts & Payments and Review Bank Reconciliations for December 2016 <i>ACTION: Members approved the receipts & payments schedules for the month, which was signed by the Chairman.</i></p> <p>6:2 To Review the Financial Statement for April – December 2016 Members considered the financial statement, with figures & balances mostly in line with the year's budget. The Donations budget was overspent by £30 because this year a grant was made to the Twinning Association instead of the usual refund of Hall hire costs. All the remaining budget headings had adequate funds to last until the end of the current financial year.</p> <p>6:3 To Approve the Budget & Precept for 2017-18 Although the budget had been approved at the November meeting, the tax base figure supplied by GBC for 2017-18 is lower than that for the current year. The Clerk reconfigured the budget accordingly and produced three options with Band D increases of 2%, 2.99% and 3.44% for members to consider. <i>ACTION: Members discussed the figures in various sections of the budget, noting that some areas had to be reduced in order to increase others. Option B was then approved unanimously.</i></p>

7.	<p><u>PLANNING</u></p> <p>7:1 To Receive Recent Planning Updates Members received the list of the parish council's responses to recent planning applications and enforcement cases.</p> <p>7:2 To Consider a Response to the following Applications: 15/P/02436 (Mill Stream House: car port & log store to replace garage; new vehicular access to Guildford Rd) PPC response: Pirbright Parish Council is aware of modifications to this application but maintains its original objection to this proposal, as submitted to GBC on 20 January 2016.</p> <p>16/P/02456 (Law Meadows: five 3-bedroom & three 2-bedroom dwellings, following demolition of existing structures) PPC response: members agreed to submit No Objection to the proposal but with strict conditions to be drafted by Cllr Fidgett (see annex 1).</p> <p>16/P/02536 (The Lodge, Stanley Hill: new access from Stanley Hill with erection of new gates & supporting pillars) PPC response: Pirbright Parish Council objects to this proposal for highways safety reasons.</p> <p>17/P/00013 (3 West Heath Cottages: two-storey extension, demolition of single rear projection, fenestration changes) PPC response: Pirbright Parish Council has No Objection to this proposal, subject to conditions requiring materials to match the original dwelling and a ban on working on Sundays & Bank Holidays.</p> <p>17/P/00016 (Manor House Cottage, Mill Lane: front extension, side porch, pitched roof over existing rear extension) ACTION: the plans are not yet online and the Clerk will check with GBC's planning officer.</p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8:1 To Receive an Update on: a) safety Proposals for Gole Road – the work is still scheduled for this quarter; b) the SDR and VAS – two new columns for the equipment have been put up in Grange Rd & Aldershot Rd; c) the new parking measures for School Lane – members consider that the new measures now need enforcement and agreed to take photographs of examples of poor parking; d) new warning signs in Guildford Rd near Bullswater Lane – SCC's engineer will consider the proposed signs, based on some in Heath House Road, in the new financial year.</p> <p>8:2 To Discuss Finishing Touches to the New Noticeboards The three noticeboards have been installed to replace those at Fox Corner, Vapery Lane and by the pond opposite the Parish Shop. ACTION: Members agreed that signage stating Pirbright Parish would provide the right finishing touch.</p> <p>8:3 To Receive a Report on the Refurbished Telephone Box & Agree Ideas for its Future Use GBC's advice was that PPC would need to submit a full plans application (not a prior notification) but that it may not need planning permission to change the kiosk's use if further information is provided on what the community resource will be. ACTION: members agreed that it should be explained to GBC that PPC bought the box in order to retain it on the Green and that its use would be to show photographs of Pirbright.</p> <p>8:4 To Discuss & Accept Quotes for Tree Works around The Green & at The Sandpits ACTION: the second quote has been modified as requested and now needs to be analysed.</p> <p>8:5 To Consider the Use of S.106 Funding for New Safety Surfacing in the Children's Playground ACTION: Members approved the proposal to use the S.106 funding for the new safety surfacing.</p>
9.	<p><u>NEWSLETTER</u></p> <p>To Agree Items for the March Issue Items for March will include an update on the Playrangers scheme and an explanation of PPC's precept proposals.</p>
10.	<p><u>CHAIRMAN'S CONCLUSION</u></p> <p>To Receive the Chairman's Notices 10:1 The Chairman told members that Pirbright ATC has been awarded Freedom of Guildford Borough on 6 March 2017. 10:2 In response to a request from the Clerk, Cllr Gordon Jackson, the current Mayor of Guildford, has provided a photograph of himself and his wife to be framed and placed in Lord Pirbright's Hall. ACTION: Members approved this idea.</p>

The meeting ended at 9.50pm.

Signed.....

Date.....

DRAFT

Annex 1

PPC response to application 16/P/02456 (Law Meadows, Guildford Road)

Demolition of Five Dwellings, Scout Hut & Commercial Stud Buildings and removal of associated structures and hard standings. Erection of Five 3-bedroom and Three 2-bedroom Dwellings.

Pirbright Parish Council would raise no objection to this application but would request very clear and firm controls on development, should the application be permitted. The manner in which we find ourselves in this position is very regrettable, since the grant of a lawful development certificate for the existing dwellings in the barns only arose as a result of the breach of planning control in the first instance to create the dwellings and the failure of the Borough Council to take adequate and timely enforcement action. Every effort should be made to ensure that there is no risk of this being repeated here, through the application of rigorous controls, or elsewhere through inadequate enforcement.

PPC would be concerned to ensure that there should be no greater impact on the Green Belt arising from either the buildings proposed or the activity generated and extreme care should be taken to ensure the impact on the character and appearance of the village and its Conservation Area, together with the amenities of local residents are protected, in terms of character, flood risk, outlook, noise, disturbance or other impacts. There should be no presumption created for additional development other than strictly required to replace the existing permanent buildings.

In this instance, we note that the application proposes housing broadly located within the footprint of the present buildings and their associated hard standing. We would wish to be assured that the floor space being considered is purely of existing permanent and sound buildings and does not include temporary structures, unauthorised structures or plant or enclosures, and hence that the level of development is no greater in either footprint, floor space or volume.

We note that the application does not include the current house at Law Meadows, which should be taken into account in the overall balance of accommodation and both this and the proposed new dwellings should be prevented by s106 agreement from further extension or new buildings being erected within the entire landholding. We would request that both agricultural and residential permitted development rights are withdrawn over the whole red and blue line area under the applicant's control to ensure that the Borough have control over further development or intensification.

We note the comment in the application that the village of Pirbright is considered appropriate for further development. No reference for this view is given. This is not the case however, in the context of the emerging Local Plan. This classifies Pirbright as a washed over village within the Green Belt where no development is proposed and where no new development sites are considered acceptable because of the linear form of the village along each of the roads radiating from the village Green. This, together with the proximity of protected heathland and the Conservation Area, means the village is constrained and areas of pasture such as that within the application site are therefore, more critical than ever in helping to protect and frame the character of the village. The relationship between existing development within the village and the surrounding countryside, which extends into the heart of the village, is of great importance in protecting the countryside within the Green Belt from encroachment and protecting Pirbright's character.

It is also essential to retain all of the current boundary hedges and trees both within and around the site. These are an essential part of this character and ensure a degree of privacy and amenity for neighbours.

In this regard it should be noted that the site has been a concern to the community for some considerable time and adequate steps should be put in place to ensure the protection of a neighbouring amenity during any development and ongoing use of the land. Those parcels adjoining the village should be retained as open pasture.

It is also noted that much of the site lies within the defined floodplain where development should additionally be controlled and we would ask that the Borough Council should ensure that adequate controls are put in place to ensure that there is no additional surface water runoff arising from the development that would exacerbate the potential for flooding within the local area and that the watercourses are maintained in good order.

We would also request that in addition to the strict control of further development, additional controls are put in place to ensure that a) materials and finishes are appropriate to the character of Pirbright (red brick and clay tile); b) that there is control over fires on site; c) prevention of weekend and Bank Holiday working; d) a requirement for a construction management and traffic plan.