

PIRBRIGHT PARISH COUNCIL

Minutes of the meeting held in the Green Hut Room on Tuesday 26 September 2017 at 7.30pm

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

In attendance: L. Graham (Clerk), Michael Jackson, Cllr Witham (SCC) & two members of the public.

1.	<p><u>FORMALITIES</u></p> <p>1:1 To Receive Members' Apologies for Absence <i>Apologies for absence were received from Cllr Newman.</i></p> <p>1:2 To Co-opt a New Member to the Parish Council Two parish residents had applied to fill the casual vacancy created when the former chairman of the Parish Council resigned because of her move to Devon. RESOLUTION: <i>Lisa Swinney was formally co-opted to become the new member of the Parish Council and David Woollett was co-opted to serve as a non-voting member of the council's committees.</i></p> <p>2. To Receive Members' Declarations of Interest on Any Agenda Item below <i>There were no members' Declarations of Interest on any of the agenda items discussed.</i></p>
3.	<p><u>MINUTES</u></p> <p>3:1 To Approve the Minutes of the Previous Meetings ACTION: <i>members approved the minutes of the meetings held on 25 July and 5 September 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 The honours board in LPH: the board has been updated to show Cllr Fidgett as the current chairman of PPC and 2017 as the final year of Mrs Nevins' tenure.</p> <p>3:2:2 Parish Precept: the advice note for the second payment of the Precept has been received from GBC and is expected to be in the PPC bank account before the end of the month.</p> <p>3:2:3 Grass on playing fields: a) the long grass on the far side of the green has been cut and a decision will need to be taken about whether to add it to the fortnightly grasscutting schedule next year; b) the first stage of the work commissioned by the cricket club to improve the square has been completed; c) the area of grass near the pond that was reseeded after a spit-roast has not been successful and will need to be redone.</p> <p>3:2:4 Data protection: new legislation for General Data Protection Regulation will come into effect from 25 May 2018. Advice is available via the Information Commissioner's Office and GBC has offered to hold a training session for parish councils to help ensure they will be compliant.</p> <p>3:2:5 Traveller incursions: incursions on to ground owned by neighbouring parishes have caused several problems with clearance and sanitation, which has to be carried out at the parishes' expense. Both SCC and GBC have expert advisors and GBC has offered to hold an information session to assist parishes through the procedures if required.</p> <p>3:2:6 Grass verges: the current contract held between SCC & GBC to cut grass verges throughout the borough is due to end in 2020, after which no plan is yet agreed. It is possible that the work might be devolved to the parishes, which would need to be prepared and to budget accordingly.</p>
4.	<p><u>REPORTS (FOR INFORMATION ONLY)</u></p> <p>4:1 To Receive Reports from the County & Borough Councillors Cllr Witham reported that:</p> <p>a) Slyfield CRC may be closed 1-2 days a week, although Martyrs Lane (Woking) will not be affected;</p> <p>b) the Cobbett Hill planning application will be heard by SCC on 15 November (Steve Fidgett will attend to speak a member of the public);</p> <p>c) SCC & district councils will apply to the Government for retention of business rates generated in the county.</p> <p>4:2 To Receive a Report from Lord Pirbright's Hall The date for the AGM will be set in mid October.</p> <p>4:3 To Receive a Report about the Pirbright Summer Event 2018 The draft minutes from the inaugural meeting of the Steering Committee were distributed to members. The format for the event has been agreed as a traditional summer fair with a duck theme, to be held on either 16/6/2018 or 9/6/2018, depending on whether the schools and cricket club already have alternative plans in place. RESOLUTION: <i>it was agreed unanimously for the Parish Council to continue on the joint Steering Committee with the Parochial Church Council and to support the running of the event. Cllr Swinney has agreed to serve on the committee.</i></p>

5. **PUBLIC FORUM & COMMUNICATIONS**
To Discuss Issues raised in the Public Forum or by Communications Sent & Received Since the Previous Meeting
GBC, SCC & Policing issues
- 5:1:1 Community Recycling Centres:** Cllr Goodman has acknowledged PPC's objection to the consultation on proposed changes to opening times at CRCs and has also sent an update. The consultation received 13,637 responses (the largest ever received by SCC), with the result that some of the changes may be modified, but there is likely to be a restriction of sites to Surrey residents and an end to the free daily allowance of chargeable waste from construction, alteration or repair of homes and gardens, such as rubble, plasterboard and soil.
For information
- 5:1:2 Proposals to improve walking, cycling & bus facilities around Guildford:** a consultation on the Guildford Sustainable Movement Corridor West is open until Sunday 29 October 2017.
ACTION: Cllr Hobbs has checked whether there are any implications for the parish and advises that it really concerns Guildford town centre itself and not peripheral villages, focusing on "a package of improvements to assist travel by sustainable modes of transport from one side of the town centre to another whilst serving key points along the way".
- 5:1:3 Damaged bus shelters:** GBC has written to warn the Parish Council about damaged panels in the bus shelters in Ash Road, stating that it is the Parish Council's responsibility to repair and clean them (including that in Connaught Road).
ACTION: to defer the issue until the next meeting, pending discussion with Pirbright Institute.
- 5:1:4 Unauthorised waste activity at Stoney Castle:** SCC has responded to residents' complaints about the ongoing nuisance from the burning of noxious waste at the site. Legal action is currently being taken against the owner.
For information
- 5:1:5 Road sign opposite Pirbright Terrace:** a report was logged with SCC about the sign being blocked by vegetation.
ACTION: SCC Highways have trimmed it back.
- 5:1:6 Fly tipping around Surrey:** SCC has launched a campaign to reduce fly tipping, warning householders that removal of construction waste is still their responsibility even if they pay a company to take it away. They recommend that the trader is or uses a registered waste carrier and recommends checking on recycleforsurrey.org.uk
For information
- Other issues**
- 5:2:1 Ownership of Heath Mill Lane:** some residents of the lane have expressed concern about the action by neighbours to gain ownership of part of it through land registry, because of issues over the future maintenance of the track and the height of a hedge planted in 2003 and now causing problems with sight lines.
For information.
- 5:2:2 Heath Mill Lane easements:** a visitor to the village has raised a query about easements in Heath Mill Lane, citing that part of the common land, presumed to be owned by GBC, had been changed to a garden with vehicle easements.
ACTION: the Clerk has replied, acknowledging the letter but stating that it is a matter for GBC because the Parish Council does not hold records that would provide the information sought by the correspondent. It was agreed to ask GBC to confirm the extent of its ownership of the common land and extent of commons & boundaries.
- 5:2:3 Pirbright war memorial:** the Parochial Church Council has passed on a query about the condition of the war memorial in the churchyard, which is the responsibility of the Parish Council.
ACTION: the Clerk has replied, confirming that when the memorial had repairs carried out to the carved section, the vertical split was not considered serious, because it can occur in hard wood and is similar to those seen in the Ganges Cross that stands outside Guildford Cathedral at the eastern end. A local contractor has checked it again and considers that it looks quite stable and safe, but recommended having the base re-pointed, as this was a water trap and could cause rotting at the base. This work has been carried out.
- 5:2:4 Broadband speeds:** a resident has complained about slow broadband speeds in his road and wonders if it affects the whole parish. He requests the Parish Council to put pressure on providers for an improvement to the service.
ACTION: to encourage residents via PeriNews to log on to the Ofcom website to report the problem.
- 5:2:5 Flower troughs in a layby:** a parent with children at Pirbright School has complained about the placement of the troughs in a layby in School Lane because they are blocking its use for parking by three vehicles.
ACTION: the query was passed to Cllr Hobbs, who considered this was a temporary problem following a family wedding at a house nearby. The troughs have now been removed.
- 5:2:6 Large bush at corner of cricket ground and Avenue de Cagny:** a resident has complained about the bush blocking sight lines for pedestrians crossing to the car park.
ACTION: the Clerk has replied, reassuring the correspondent that the bush will be removed soon.

6.	<p><u>FINANCE & GENERAL PURPOSES</u></p> <p>6:1 To Receive the Draft Minutes of the Overview & Scrutiny Committee and Approve its Terms of Reference <i>ACTION: it was agreed that Cllr Eason will join the committee.</i></p> <p>6:2 To Approve the Schedule of Receipts & Payments and Review Bank Reconciliations for August & September Michael Jackson reported that he had checked the spreadsheets and bank statements, including a mid-month reconciliation. <i>ACTION: members approved the schedule of Receipts & Payments and the bank reconciliations and the Chairman signed them.</i></p> <p>6:3 To Adopt the Annual Return for 2016-17 and Receive the Report from the External Auditor <i>ACTION: members resolved to adopt the Annual Return for 2016-17 and noted the report from the External Auditor, which confirmed that the annual return is in accordance with proper practices and no other matters had come to their attention giving cause for concern that relevant legislative and regulatory requirements have not been met.</i></p> <p>6:4 To Approve the Quote for the Renewal of the Insurance Policy for 2017-18 <i>ACTION: members resolved to accept the revised quote from the current provider, which was competitive with the three alternatives sourced by a local specialist broker.</i></p> <p>6:5 To Approve Purchase of Replacement Benches for the Green <i>ACTION: members agreed to purchase new traditional wooden benches from the same manufacturer as those installed in the playground last year, but resin benches will be considered as an alternative for the future.</i></p> <p>6:6 To Approve a Contribution of 50% towards the Printing Costs the Christmas Edition of PeriNews <i>ACTION: members agreed to make the contribution, based on the current quote for 950 copies but will also pursue the idea of distribution in the Camp, which would require an increased print run and assistance with delivery.</i></p>
7.	<p><u>PLANNING</u></p> <p>7:1 To Discuss Recent Planning Updates The latest lists of current and closed enforcement cases were reviewed and a fresh concern was raised about new activity at Law Meadows, which will be drawn to the attention of Cllr Gordon Jackson and GBC.</p> <p>7:2 To Consider a Response to the following Application: 17/T/00205 (Pirbright Tennis Association Pavilion: T1 & T3 Oak - reduce back to allow 3m clearance to fence, T2 Sycamore - reduce back to allow 3m clearance to fence, T4 Oak - reduce lower limb back by 1m.) <i>PPC response: Pirbright Parish Council has No objection, subject to approval of tree officer.</i></p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8:1 To Receive an Update on the SDR and VAS The VAS is currently being recharged before it is set up in a new location. The SDR is on the Little Green and data will be fed back in due course.</p> <p>8:2 To Discuss Treeworks on Parish Land & Planting Replacements on the Little Green Members agreed that replacement of one tree at the apex of Little Green and another at a suitable spacing opposite Hatchers will be required, with the species to be agreed with GBC.</p> <p>8:3 To Consider Parking Measures for the Avenue de Cagny Car Park Members decided that the method and costs of enforcement would need to be established before proceeding further.</p>
9.	<p><u>NEWSLETTER</u></p> <p>To Agree Items for the November Issue The new members of the Council will be announced and residents will be asked to log their broadband speeds online.</p>
10.	<p><u>CHAIRMAN'S CONCLUSION</u></p> <p>To Receive Chairman's Notices, Member' Questions & Agree Items for Discussion at the next Meeting (31/10/17) The October agenda will include the adoption of a vision statement, preliminary discussions on next year's budget, plus a resolution to deal with financial implications of the 2018 summer event.</p>

The meeting ended at 9.56pm.

Signed.....