

PIRBRIGHT PARISH COUNCIL

Minutes of the meeting held in the Green Hut Room, Lord Pirbright's Hall on Monday 30 October 2017 at 7.00pm

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

In attendance: L. Graham (Clerk), Michael Jackson, David Woollett & Cllr Witham (SCC)

1. <u>FORMALITIES</u> To Receive Apologies for Absence <i>Apologies for absence: Cllr Gordon Jackson (GBC).</i>
2. To Receive Members' Declarations of Interest on Any Agenda Item below <i>Declarations of interest received: Cllr Fidgett, Cllr Hobbs & Cllr Newman re item 17/P/02080; Cllr Swinney re items 17/P/02015 & 17/T/00245; Cllr Hallam re 17/P/02167 and Cllr Richmond re 17/P/02209.</i>
3. <u>MINUTES</u> 3:1 To Approve the Minutes of the Previous Meeting <i>RESOLUTION: members approved the minutes of the meeting held on 26 September and the Chairman signed them.</i> 3:2 To Receive the Clerk's Report (for information, unless further action is specified) 3:2:1 Treeworks: consent has been received from GBC for removal of the epicormic growth from the Limes along Avenue de Cagny and a low hanging branch from the Gleditsia at the southern end of LPH. The tree surgeon hopes to schedule the work soon and will include removal of the large bush on the corner of Avenue de Cagny. <i>ACTION: members agreed that the stump of this bush should be ground out to prevent regrowth.</i> 3:2:2 Banners: consent under delegated powers was granted by the Clerk for the erection of banners, one on the LPH railings by the Pirbright Institute to advertise their consultation and the other on the Little Green by Pirbright School for their fireworks night. [This had to be delayed during the half term week because it was not possible to verify if it would be included under the school's Public Liability Insurance.] 3:2:3 Advertising boards: a different estate agent has sponsored the school fireworks night this year but their boards do not conform to the regulations that require more space be allocated to the event than for the agency. <i>ACTION: David Woollett said he pass this information on to the organising committee.</i> 3:2:4 Benches: at its September meeting the Parish Council resolved to purchase two benches to replace those that are beyond repair on the Green by the pond. However, two more benches have now been found to be uneconomic to repair. <i>ACTION: it was agreed to replace those benches in the worst condition and make interim repairs where possible to the others. It was agreed to include carving on the rails of the new benches to identify them in case of theft.</i> 3:2:5 Football pitch: one of the organisers from the Pirbright Premier football club (juniors) has asked for help in cutting and marking the pitch before fixtures because it is not always possible to find volunteers with the time to do this, especially now that the evening are dark. <i>PPC response: members considered that it would require a more robust mower than those used in domestic gardens for the ground conditions prevailing during autumn and winter also appreciated the time commitment needed to do it (up to three hours, including marking the lines). The Clerk was asked to obtain quotes for the work to be done professionally, which may become more of a requirement when the adult football club begins to play home fixtures on the Green.</i>
4. <u>REPORTS</u> 4:1 To Receive Reports from the County & Borough Councillors (for information only) Road safety: Cllr Witham had responded to the road safety issues recently raised in Gole Road and School Lane, finding both contacts interesting because they did not know the history of improvements made in their roads, although previous neighbour had campaigned for the speed reduction in Gole Road. He supported the proposal for a parish log to include all accidents, including near misses and minor ones not reported to the police, because the series of incidents reported at Cowshot Bridge helped to argue the case for improved measures in that area. SCC finance: the year started with a projected deficit, which is now reducing because of savings and use of reserves. However, costs of adult social care & children's care are increasing, which cannot be controlled by the council. Business rate retention scheme: an application has been made by SCC to which all district councils in Surrey have signed up, but it is not yet known how much financial benefit there will be. 4:2 To Receive & Discuss a Report about the Proposal to Rebuild the Cricket Pavilion Members agreed that a business plan will be required and that it needs a clear objective to define nature of the project and future use in the village. <i>RESOLUTION: Members agreed that PPC would be happy to remain involved with the project. Cllr Swinney will attend the next meeting of the Steering Committee because Cllr Fidgett is unavailable.</i>

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: changes to the community recycling centre (CRC) service that were recently agreed by the SCC Cabinet are due to be made shortly. From 4 December there will be no free daily allowance of chargeable non-household waste, such as rubble, plasterboard and soil. From 8 January there will be restrictions on which CRCs waste from vans, trailers & pick-ups can be taken to and the opening days of most sites will reduce, including Slyfield, although Martyrs Lane will remain open on seven days a week. A leaflet with details of the changes & charges for non-household waste will be given to residents at all CRCs and will be available at council offices, libraries and on www.surreycc.gov.uk/recycling

For information

5:1:2 Surrey Police march to Brookwood Cemetery on Remembrance Sunday: a representative from the Ceremonial Association of Surrey Police has written to request use of LPH & car park for its muster before marching to the Cemetery and for refreshments afterwards.

ACTION: for further discussion under item 6:4

5:1:3 Damaged bus shelters: GBC has written to warn the Parish Council about further damaged panels in the bus shelters near Upper Stanford in Ash Road.

ACTION: the Clerk discussed this with someone from Pirbright Institute who had noticed the vandalism and suggested that the shelters should be removed. The decision was deferred to next meeting, so that members can make site visits.

5:1:4 Unauthorised waste activity at Stoney Castle: the SCC officer involved with the enforcement about burning waste at Stoney Castle has responded to PPC's concerns and, given the issue of black smoke, has also notified GBC's Environmental Health Dept. and the Environment Agency. At present the County Planning Authority is looking at prosecuting the landowner's son for allowing the ongoing breach of the enforcement notice.

For information. Members will report further incidents.

5:1:5 Traveller incursions: GBC has scheduled a briefing session on how to deal effectively with traveller incursions.

ACTION: the Clerk will attend.

5:1:6 Corporate Peer Challenge at GBC: Parish Clerks in the borough have been invited to attend a session of a Corporate Peer Challenge (CPC) in December. A Local Government Association team will meet political leaders, portfolio holders, senior managers, discussion groups, staff & partners to explore ways for local authorities to improve.

ACTION: the Clerk will attend.

5:1:7 Guildford Design Awards: GBC has invited PPC to attend the award ceremony for the Guildford Design Awards.

ACTION: the Chairman is unavailable, so has passed the invitation on to the vice-chairmen. Cllr Hallam will attend.

Other issues

5:2:1 Speeding traffic in Gole Road: a resident has raised concerns about speeding traffic in Gole Road and difficulties of parking safely outside his house or crossing the road to reach his vehicle on the informal layby. A recent incident involved severe damage to a parked vehicle outside the properties, although there were no casualties on this occasion.

ACTION 1: the Clerk has spoken with a neighbour, a former member PPC, who supports the concerns and feels that the safety measures introduced at Cowshot Bridge do not have any beneficial effect on the residential area of the road.

ACTION 2: with the resident's consent, the Clerk forwarded the email to Cllr Witham, who has responded explaining the SCC budget restrictions that prevent any further road safety measures at the moment. If the residents feel that it would help safety to improve the condition of the muddy verge opposite for better parking, they could write to the rail authorities, as the landowner to request permission, saying that they will fund the cost of improvement works (but the rail authority probably would not pay for it). However, there are no restrictions that could be imposed for "residents only", but in that location it is highly likely that it would only be residents, or their visitors, who would park there.

5:2:2 Speeding traffic in School Lane: residents near the chicane in School Lane have written with concerns about speed and road safety in the lane following the collision of a vehicle with the chicane near Pine House and Nettlefield.

ACTION: both Cllr Witham and Cllr Hobbs have responded to the residents to explain the need to slow the traffic at that point before it reaches the schools and to state that PPC will be starting a log to record speeds and all traffic accidents, even if they have not required attendance by the Police.

5:2:3 Parish summer event: Revd. Chris has confirmed that she considers the title should be "Pirbright Duck Fair" because there is nothing to be gained by adding 'village' and it keeps the title shorter, which may be helpful for future publicity etc. One of the organisers of the Scarecrow Festival & Community Games has compiled a timeline and checklist of tasks required for organising an event.

ACTION: for information and discussion at the next meeting of the Steering Committee. It was noted that draft budget would have to be drawn up as soon as possible.

<p>6. <u>FINANCE & GENERAL PURPOSES</u></p> <p>6:1 To Approve the Schedule of Receipts & Payments and Bank Reconciliations for October Michael Jackson reported that he had checked the spreadsheets and bank statements, including a mid-month reconciliation. RESOLUTION: Members approved the schedule and bank reconciliations and the Chairman signed them.</p> <p>6:2 To Review the Financial Statements for the Current Financial Year (April – September 2017) ACTION: Members reviewed the statements, which show figures are in line with budget expectations for the period.</p> <p>6:3 LPH Hire Charges: To Approve Payment for the Macmillan Coffee Morning & Cricket Pavilion Meeting RESOLUTION: Members approved these payments.</p> <p>6:4 Remembrance Sunday: to Approve the Purchase of Wreaths & LPH Hire Charges for the Surrey Police Muster RESOLUTION: Members approved the purchase of wreaths and poppies for lamp posts. Consideration of purchasing "Silent Soldiers" will be made next year.</p> <p>6:5 Christmas Edition of PeriNews: to Approve Payment of 50% for Printing Extra Copies for Pirbright Camp RESOLUTION: Members approved the additional payment.</p> <p>6:6 To Discuss the Budget for the Next Financial Year (2018-2019) RESOLUTION: the draft budget will show options for an overall increase of 3%, 5% and 7%, including the projects.</p>
<p>7. <u>PLANNING</u></p> <p>7:1 To Receive Recent Planning Updates & Consider a Response to the following Applications:</p> <p>17/P/01990 (Vines Farm, Mill Lane: Change of use of the land from agricultural to mixed equestrian & agricultural use for a maximum of two horses, erection of a mobile [or lightweight permanent] 2+ bay stable outside The Studio, a simple shelter at the far end of the long field & to create a buffer zone delineated by posts 4 metres from the Brambles' boundary) PPC response: While Pirbright Parish Council recognises the concerns of the owners of the neighbouring property, it raises no objection in principle to the application, subject to the imposition of the number of conditions to ensure that: a) the stables are built as indicated and maintained in the positions shown on the plans; b) a minimum 4m buffer is maintained, also as shown on the plan; c) the boundary hedging and or fencing in the vicinity of the adjoining property should be appropriate stock fencing or hedging and details submitted to GBC for approval and maintained as approved thereafter; d) the feed stations or water troughs may not be stationed within 20m of the adjoining house; e) further buildings or other construction on the land are prevented.</p> <p>17/P/02080 (The Studio, Vapery Lodge, Vapery Lane: conversion of office studio to residential dwelling) Cllr Eason took the chair while Cllr Fidgett and Cllr Hobbs left the room for this item.</p> <p>PPC response: Pirbright Parish Council has No Objection to this proposal, subject to conditions banning work on Sundays and Bank Holidays plus a requirement that grass verges damaged during deliveries must be repaired when the work is complete.</p> <p>17/P/01231 (Little Cutt Farm, Mill Lane: conversion of a barn into habitable ancillary accommodation with the addition of four dormer windows, one roof light and changes to fenestration) PPC response: Pirbright Parish Council objects to this application on the basis that it appears tantamount to a separate dwelling and the description of the proposal does nothing to clarify any other than a separate residential use. The scale of development at this site already increased the original farmhouse and the physical changes to the building would be at odds with its Green Belt location and close proximity to the SPA SAC.</p> <p>17/P/02141 (Pine House, School Lane: demolition of existing garage followed by construction of a single storey side extension with rear pergola and glazed 'link' to the main house) PPC response: Pirbright Parish Council has No Objection to this proposal, subject to a condition banning work on Sundays and Bank Holidays and an informative note about scheduling of deliveries to avoid school drop off and pick up times because the property is a neighbour of the primary school.</p> <p>17/P/0205 (Building IS4L, Pirbright Institute, Ash Road Retention of existing two-storey research and development building [approved by planning permission 09/P/00204 on 31/03/2009] for a period of five years) PPC response: Pirbright Parish Council has No Objection to this proposal.</p> <p>17/T/00245: The Manor House, Mill Lane (Various Tree works) Cllr Swinney left the room for this item. PPC response: Pirbright Parish Council has No Objection to this proposal, subject to the approval of the tree officer.</p> <p>It was resolved unanimously to defer discussion on applications 17/P/02167, 17/P/02200 and 17/P/02209 to a later date.</p>

<p>8.</p>	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8:1 To Receive an Update on the SDR and VAS Cllr Hobbs reported that the SDR had been installed in the southern section of the Little Green, leading to Church Lane, from Tuesday 26 September 2017 (16:05) - Wednesday 11 October 2017 (20:54). Figure show that the total vehicles was 8312 during the period, with a top speed was 40 mph, the slowest was 4 mph and that 45 vehicles were travelling above 30 mph (0.5%). The SDR will now to be moved to Gole Road while the VAS will be installed in School Lane.</p> <p>8:2 To Discuss the Creation of a Log to Record Roads Speeds and Accidents in the Parish To help understand the traffic patterns as they change over the course of time, members discussed the proposal to build a database of speeds from the SDR and record all types major and minor accidents including weather conditions, on roads around the parish. ACTION: <i>Cllr Hobbs will design the database, to which residents will be invited to contribute with details of incidents.</i></p> <p>8:3 To Consider Parking Measures for the Avenue de Cagny Car Park A proposal has been received from a parking firm, which will be considered at the next meeting.</p> <p>8:4 To Discuss Proposals to be Raised in the Forthcoming Flood Forum Copies of reports from GBC have been distributed to members for them to email potential questions to Cllr Hobbs in time for the meeting of the Flood Forum.</p>
<p>9.</p>	<p><u>NEWSLETTER</u></p> <p>To Agree Items for the December Issue <i>The new regulations for Community Recycling Centres and regular parish events in 2018 will be items for the next issue of PeriNews.</i></p>
<p>10.</p>	<p><u>CHAIRMAN'S CONCLUSION</u></p> <p>To Receive Chairman's Notices, Members' Questions & Agree Items for Discussion at the next Meeting (28/11/17) <i>The Chairman proposed that the Parish Council agree a Vision Statement for 2018, which will be adopted at the November meeting. The Parish Calendar of meetings to be held in 2018 will also be included on the agenda.</i></p>

The meeting ended at 10.10pm.

Signed.....

Date.....