

PIRBRIGHT PARISH COUNCIL

Minutes of the meeting held in the Green Hut Room, Lord Pirbright's Hall, on Tuesday 16 January 2018 at 7.30pm

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

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

1.	<p><u>FORMALITIES</u></p> <p>To Receive Members' Apologies for Absence <i>Apologies for absence were received from Cllr Newman.</i></p> <p>To Receive Members' Declarations of Interest on Any Agenda Item below <i>Cllr Fidgett made a declaration of non-pecuniary interest re 5:1:4 because the incident took place outside his property.</i></p>
3.	<p><u>MINUTES</u></p> <p>3:1 To Approve the Minutes of the Previous Meeting RESOLUTION: <i>members approved the minutes of the previous meeting held on 28/11/17 and the Chairman signed them.</i></p> <p>3:2 To Receive the Clerk's Report (for information, unless further action is specified) Tree surgery: the additional work, including removal of the bush at the junction of Avenue de Cagny, is scheduled for the end of the month. Staff work sheets: the Clerk and caretaking team at Lord Pirbright's Hall have begun keeping timesheets of their work in preparation for staff appraisals.</p>
4.	<p><u>REPORTS</u></p> <p>4:1 To Receive Reports from the County & Borough Councillors (for information only) Cllr Jackson reported that:</p> <ul style="list-style-type: none"> • GBC's joint enforcement team is to visit School Lane in order to encourage people to park more responsibly, as part of the policy to take a persuasive approach initially before taking enforcement action. • Guilford's Local Plan is due to go before an inspector but a date has not yet been announced for the hearing. • Money has been granted towards improvements on the A3. • Considerable tree felling on Bullswater Common has been done to encourage restoration of the heathland. <p>4:2 To Receive & Discuss Reports from Joint Committees and Consider Any Resolutions Recommended:</p> <p>a) Pavilion Project: members received the minutes of the Pavilion Project Committee meeting held on 4/1/18, plus a report by Cllr Fidgett. On advice from the professional fundraiser for the project, the application for a grant from the London Marathon Charitable Trust has been deferred to fit with the extension to the project completion date. In the meantime, PPC will clarify ownership across the whole village green and register any other areas if required. RESOLUTION 1: <i>it was unanimously agreed to approve the application to the London Marathon Charitable Trust, with PPC as the applicant organisation.</i> RESOLUTION 2: <i>it was unanimously agreed to consider the costs & benefits to the Parish and then proceed to granting a lease to the new Pirbright Amateur Sports Club for the replacement pavilion and immediate surroundings.</i> RESOLUTION 3: <i>to support the setting of a Community Amateur Sports Club (CASC) to manage the project.</i></p> <p>b) Duck Fair: members received the minutes of the Steering Committee meeting held on 12/12/17. PPC's insurance company has confirmed that, providing stallholders have their own public liability insurance and supply a risk assessment, the organisers of the event will have no further responsibility for visiting stalls, other than to check that the pitch is suitable for the activity and that the stalls/equipment have been erected correctly and safely. RESOLUTION: <i>To approve the proposal to establish a Steering Committee, composed of members nominated by Pirbright Parish Council (PPC) & Pirbright Parochial Church Council (PPCC), for the Pirbright Village Duck Fair on the village green and in Lord Pirbright's Hall on 16 June 2018. As a participating member of the Steering Committee, PPC agrees that:</i></p> <p><i>i) the Steering Committee would provide the overall organisation and management of the Pirbright Village Duck Fair;</i> <i>ii) the Steering Committee would ensure that all participating clubs, societies and organisations agree in writing to accept responsibility for all risks, H & S responsibilities and public liabilities for those activities at the fair that they organise, manage and are directly responsible for. Thus each participating organisation would be required to demonstrate that they have adequate insurance cover and corresponding certification to manage any risks to the public and their volunteers for the activities they will organise.</i></p> <p>c) Lord Pirbright's Hall: members received the minutes of the AGM, held on 4/12/17. In response to a query from a hirer who is reluctant to use a microphone during a ticketed event, the Clerk was advised to recommend use of the hearing equipment and loop by offering use of the wireless equipment, and confirm this by email in case of complaints from members of the audience.</p>

5.	<p><u>PUBLIC FORUM & COMMUNICATIONS</u></p> <p>To Discuss Issues raised in the Public Forum or by Communications Sent & Received Since the Previous Meeting GBC, SCC & Policing issues</p> <p>5:1:1 Speeding traffic in Gole Road: the resident who previously raised concerns about excessive speeding by motorists in Gole Road has followed up his original complaint by reporting two further accidents and vehicle write-offs. He is also concerned about the results of the SDR, which show some very high speeds of a few motorists travelling past his home. ACTION: <i>Cllr Witham has suggested that the parish considers resurrecting a Community Speedwatch Group, to include Gole Road.</i></p> <p>5:1:2 Community Speedwatch: the co-ordinator of the scheme for Surrey Police has sent details for the updated scheme with a useful list of FAQ. ACTION: <i>for further discussion under item 8:2.</i></p> <p>5:1:3 Planning enforcement workshop: GBC has invited the Parish Councils in the borough to attend a workshop on Wednesday 21 February at 3pm to meet a consultant on improving the Enforcement Service and to explain the way they do things and the constraints faced. Two representatives per parish may attend. ACTION: <i>Two parish councillors will accept the invitation.</i></p> <p>5:1:4 Mishaps to pedestrians: two residents have reported falls on footways in the village. One occurred at the end of Chapel Lane where mud from recent rain had made the surface slippery. The resident has commented that this part of the footway needs attention because it used to be nearly twice the width and the drainage needs sorting out. The second mishap was in Church Lane after dark and the resident stumbled and broke her wrist. She is requesting that the uneven footway should receive remedial attention and that lighting should be installed between the Green and the church. ACTION: <i>members agreed that the drains at the end of Chapel Lane are in the wrong position and that Pirbright is a dark village by choice, but reports will be sent to SCC, with separate report about the footway outside Langley House.</i></p> <p>5:1:5 Parking in in School Lane: Pirbright Premier Football Club has written to warn that School Lane may occasionally become congested on Saturday match days with parents dropping off and collecting children for their fixtures. He proposes requesting parents to walk or park in the Avenue de Cagny car park if possible if the school car park is full. ACTION: <i>to notify the Tennis Club about the situation and to let us know if it becomes a problem.</i></p> <p>Sandpits fence: a motorist has reported accidentally reversing into end post of the fence separating the car park from the right of way in the Sandpits car park. She has offered to cover the costs of any repairs. ACTION: <i>to check the post and make any necessary repairs.</i></p>
6.	<p><u>FINANCE & GENERAL PURPOSES</u></p> <p>6:1 To Approve the Schedule of Receipts & Payments and Bank Reconciliations for December 2017 Cllr Hallam reported that the spreadsheets and bank statements, including a mid-month reconciliation, had been verified. RESOLUTION: <i>Members approved the schedule and bank reconciliations and the Chairman signed them.</i></p> <p>6:2 To Receive the Financial Statements for the Third Quarter of the Current Financial Year ACTION: <i>Members reviewed the financial statements which were in line with budget.</i></p> <p>6:3 To Approve the Precept for the Next Financial Year (2018-2019) The tax base figure issued by GBC was higher than previous years, permitting a larger increase to the Precept than previously anticipated. RESOLUTION: <i>Members agreed a Precept of £56500, producing an increase of 5.52% for band D properties.</i></p> <p>6:4 To Receive an Update on the Purchase of a Replacement Seesaw Children at PVS will be consulted on the purchase of the replacement equipment via their school council.</p>
7.	<p><u>PLANNING</u></p> <p>To Discuss Recent Planning Updates & Consider a Response to Pending Applications Pirbright Institute: Cllr Fidgett will check on further details and draft a submission for circulation to members.</p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8:1 To Receive an Update on:</p> <ol style="list-style-type: none"> a) The SDR and VAS: the SDR is currently up in Gole Rd to validate the previous figures while the VAS is in Aldershot Rd. The plan is to monitor figures for comparison with future road use after the Deepcut houses have been built. b) Parking Measures for the Avenue de Cagny Car Park: members approved the wording for the new signage and flyers that will be placed on vehicles to warn motorists about the proposed restrictions. c) Parking Problems in School Lane: this was discussed with Cllr G. Jackson under item 4:1.

	<p>d) Installation of Swales & Replacement posts on Parts of the Green to Improve Drainage & Security Cllr Hobbs has met a contractor to discuss replacement posts and a quote is awaited. However, it was agreed that the scheme might need public consultation because of the visual impact and cost. The PPC's insurance provider has confirmed that it is not possible to insure against damage caused by trespassers or the clear-up costs of fly-tipping on the Green, although damage to the posts is already covered under the policy.</p> <p>e) Repairs to the Bus Shelters in Ash Road: it was agreed to check future plans of Pirbright Institute because upgraded shelters had previously been discussed as part of the community benefit of redevelopment.</p> <p>f) Creating a Log to Record Accidents within the Parish: one has been sent to the resident in Gole Road who had previously reported traffic accidents and damage to vehicles near his house. The form will also be available on the Parish website.</p> <p>8:2 To Discuss the Re-establishment of a Community Speedwatch in the Parish The old equipment has been tested and found to work. It was suggested that one of the first areas for Speedwatch might be in Gole Rd. <i>ACTION: Members approved the re-establishment of Community Speedwatch in the Parish.</i></p>
<p>9.</p>	<p><u>NEWSLETTER</u> To Agree Items for the March Issue The Community Speedwatch scheme; changes at the Avenue de Cagny car park; and the school's involvement in choice of playground equipment will all be items included in PPC's entry in the March newsletter.</p>
<p>10.</p>	<p><u>CHAIRMAN'S CONCLUSION</u> 10:1 To Receive Chairman's Notices & Members' Questions Cllr Fidgett thanked members for distributing the December issue of PeriNews in Pirbright Camp. It was hoped to produce a colour edition again to promote the Duck Fair in June.</p> <p>10:2 Agree Items for Discussion at the next Meeting (6/02/18) The pavilion, Duck Fair, play equipment; and bus shelters will all be items for further discussion at the February meeting.</p>

The meeting ended at 9.58pm.

Signed.....

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