

## PIRBRIGHT PARISH COUNCIL

**Minutes of the meeting held in the Green Hut Room on Tuesday 6 February 2018 at 7.30pm**

**Members present:** Cllr Fidgett (Chairman), Cllr Eason, Cllr Hallam (from 8.46pm), Cllr Hobbs, Cllr Richmond & Cllr Swinney

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

1.	<p><b><u>FORMALITIES</u></b></p> <p><b>To Receive Apologies for Absence</b>  <i>Apologies were received from Michael Jackson and Cllr Gordon Jackson (GBC)</i></p> <p><b>To Receive Members' Declarations of Interest on Any Agenda Item below</b>  <i>There were no declarations of interest.</i></p>
3.	<p><b><u>MINUTES</u></b></p> <p><b>3:1 To Approve the Minutes of the Previous Meeting</b>  <b>RESOLUTION:</b> <i>members approved the minutes of the previous meeting held on 16/1/18 and the Chairman signed them.</i></p> <p><b>3:2 To Receive the Clerk's Report (for information, unless further action is specified)</b>  <b>Tree surgery:</b> the final works have been completed. The sawdust from the bush will be spread along an adjoining track.  <b>Playground gates:</b> replacement of two gates removed during recent windy weather was further discussed under 6:2.  <b>Dog waste bin:</b> vegetation that was preventing access to the bin on the far side of the playing fields has been cleared.</p>
4.	<p><b><u>REPORTS</u></b></p> <p><b>4:1 To Receive Reports from the County &amp; Borough Councillors (for information only)</b>  Cllr Witham reported that</p> <ul style="list-style-type: none"> <li>• There will be an increase of 5.99% to the SCC share of council tax. Surrey councils have applied for the pilot programme of retention of business rates. However, the transition grant is coming to an end, unless an announcement to the contrary is made in Parliament.</li> <li>• Members will continue to lobby MPs that taxes raised in Surrey should be spent within the county.</li> <li>• Some funding may become available to the Local Committee for road safety improvement schemes in the next financial year, but there is a running list of £1m.</li> </ul> <p><b>4:2 To Receive &amp; Discuss Reports from Joint Committees and Consider Any Resolutions Recommended:</b></p> <p>a) <b>Pavilion Project:</b> it will probably be necessary to do a pre-application for the new building to GBC.</p> <p>b) <b>Duck Fair:</b> members received the minutes of the Steering Committee meeting held on 23 January 2018.</p> <p>c) <b>Lord Pirbright's Hall:</b> the Clerk raised concerns about the new trend for Slime parties, which may cause problems if surplus mixture is not disposed of correctly. The terms &amp; conditions and FAQ leaflet have now been updated to include an instruction that nappies, fat or "slime" should not be flushed down toilets or other drains.  <b>Deposit bonds</b> will now be added to hirers' invoices because so many people no longer use chequebooks. The bonds will be refunded with 7 days if not required to pay for repairs or extra cleaning after the hires.</p>
5.	<p><b><u>PUBLIC FORUM &amp; COMMUNICATIONS</u></b></p> <p><b>5:1 To Discuss Issues raised in the Public Forum or Communications Sent &amp; Received Since the Previous Meeting</b></p> <p><b><u>5:1:1 GBC, SCC &amp; POLICING ISSUES</u></b></p> <p><b>1: Christmas tree recycling:</b> GBC has written to thank Parish Councils for their support for the scheme. More than 7000 trees were collected across the borough, to be composted with other garden waste and contribute to the recycling rate.  <b>For information</b></p> <p><b>2: Visit from the leader of GBC:</b> the leader of the borough council has proposed a visit by himself or a lead councillor to a meeting of PPC to update members of the progress of the Local Plan.  <b>ACTION:</b> <i>it was hoped to invite them to attend the Annual Parish Meeting on 30 April, but this clashes with the Mayor's reception for Parish Chairmen &amp; Clerks. It was agreed to offer a choice of dates in May and to reschedule the APM.</i></p> <p><b>3. General Data Protection Regulation (GDPR):</b> GBC is arranging a training event in March.  <b>ACTION:</b> <i>it was agreed that at least two representatives from PPC would attend.</i></p> <p><b>4. Shrub &amp; tree clearance on Bullswater Common:</b> GBC's Countryside Manager has written to reassure a resident who complained about recent work on the common that it will be tidied up once the timber has been removed. The work is part of a 10-year plan of agreed works directed by Natural England because the status of the common as a Site of Special Scientific Interest requires the landowner (GBC) to manage it appropriately for its heathland habitat and wildlife.  <b>For information</b></p>

	<p><b><u>5:1:2 Other issues</u></b></p> <p><b>1. Use of Sandpits car park during charity fun run:</b> one of the organisers of the fun run has requested use of the car park again for the runners' vehicles on Sunday 20 May. The Tennis Club has already agreed to the request, providing four spaces are left available for any members using the courts on the day. <i>ACTION: to approve the request.</i></p> <p><b>2. Use of Avenue de Cagny car park:</b> with the new restriction on long stays at the car park, complaints have been received by employees at Knowl Hill School, the Old Vicarage Surgery and Cherrywood Nursery who have been parking there instead of their own premises because of lack of space. Flyers are being placed on windscreens to explain that the policy was introduced to facilitate fair use of the car park by residents &amp; visitors and to enable parents with school children to park &amp; alight in safety and ease the congestion in School Lane. <i>ACTION: for further discussion under 8:1:b.</i></p> <p><b>3. Ash Road bus shelter:</b> an employee at the Pirbright Institute has complained about the bus shelters in Ash Road being broken and unlit, with the result that sometimes the bus driver does not see anyone waiting and does not stop. <i>ACTION: for further discussion under 8:1:d.</i></p> <p><b>5:2 To Discuss the Possibility of the Parish Council Using Social Media for Engagement with Residents</b> Channels already exist for controlled communications with residents via meetings, email &amp; the PPC website and it would be essential for messages from different sources to be co-ordinated, which might prove difficult and time-consuming if an instant response is required for a medium such as Facebook. <i>ACTION: members agreed not to start a Facebook page for the Parish Council but to consider one for events, such as the Village Duck Fair.</i></p>
6.	<p><b><u>FINANCE &amp; GENERAL PURPOSES</u></b></p> <p><b>6:1 To Approve the Schedule of Receipts &amp; Payments and Bank Reconciliations for January 2017</b> Michael Jackson had contacted the Chairman to report that he had scrutinised the monthly schedule of Receipts &amp; Payments and confirmed that the Bank Reconciliation is correct for January 2018. <i>RESOLUTION: Members approved the schedule and bank reconciliations and the Chairman signed them.</i></p> <p><b>6:2 To Receive an Update on the Purchase of a Replacement Seesaw</b> <b>6:2:1</b> The school's discussion about the replacement equipment is under way.</p> <p><b>6:2:2</b> Members considered that it is important to retain all the gates to the playground and that safety is paramount. <i>ACTION: It was resolved that all the gates to the playground should be refurbished or replaced with slow-action hinges. However, it was agreed that the gate by the committee room served no real purpose (and created a bottle neck at events) and need not be replaced. It was also suggested that quotes should be obtained for the playground repainting equipment.</i></p>
7.	<p><b><u>PLANNING</u></b></p> <p><b>To Discuss Recent Planning Updates &amp; Consider a Response to Pending Applications*</b> 17/P/02579 (Pirbright Institute – reserved matters application for an erection of a new 4-storey building) <i>PPC response: Members ratified the response that was made to GBC by the required date of 2/2/18 (see annex 1).</i></p> <p><b>18/P/00081 (Pirbright Institute – erection of a 2-storey side extension to existing research &amp; development building)</b> <i>ACTION: Cllr Fidgett will draft a response for submission.</i></p> <p><b>18/P/00048 (Brown Hatch, Chapel Lane – 2-storey extension with enlarged side dormer &amp; front porch)</b> <i>PPC response: Pirbright Parish Council has No Objection to this proposal, subject to conditions requiring prior approval of materials and a ban on construction work on Sundays &amp; Bank Holidays.</i></p> <p><b>18/P/00181 (Furzehill Place - underground garage &amp; heating plant room + link orangery over rear courtyard)</b> <i>ACTION: Cllr Fidgett will draft a response for submission.</i></p>
8.	<p><b><u>HIGHWAYS &amp; ENVIRONMENT</u></b></p> <p><b>To Receive Updates on:</b></p> <p><b>a) The VAS and SDR:</b> the battery has been recharged so that the VAS can remain in Aldershot Road for a longer period. The SDR has been in Gole Rd again to verify the stats from the previous tests. It is intended to move it around the parish in order to provide information about traffic statistics.</p> <p><b>b) Parking Measures for the Avenue de Cagny Car Park</b> The exercise of noting vehicle registration numbers in the car park twice a day has confirmed that approximately 50% are people parking all day, although it had not been known that so many are employees from local businesses. <i>ACTION: further alternative places for parking will be considered. The Chairman agreed to draft a response and to arrange a meeting with the main complainants. A notice about the new policy will be placed in the next issue of PeriNews.</i></p>

	<p><b>c) Parking Problems in School Lane</b> Photos received showing vehicles contravening the restrictions and inconsiderate parking have been sent to GBC.</p> <p><b>d) Repairs to the Bus Shelters in Ash Road</b> The bus shelters will be discussed at a forthcoming meeting with Pirbright Institute. The PPC groundsman will be asked to clean the shelter in Connaught Road.</p> <p><b>e) The Log to Record Road Traffic Accidents within the Parish</b> The log is currently being created.</p> <p><b>f) Improvements to the Football Ground</b> It was agreed during a recent site visit with two contractors familiar with the ground conditions that drainage work will be needed before the surface can be renovated.</p> <p><b>g) The Re-establishment of Community Speedwatch in the Parish</b> It was agreed to identify locations that would be appropriate, agree and assess the roads where the scheme is to be launched and then to find volunteers to join the scheme via an entry in the newsletter. However, it would need effective police back up, with action being taken to support the volunteers. <i>ACTION: Members proposed that the scheme should be re-established for a trial period and review its effectiveness later.</i></p>
9.	<p><b><u>NEWSLETTER</u></b> <b>To Agree Items for the March &amp; April Issue</b> The Chairman will draft a piece about the new restrictions in the Avenue de Cagny car park for the March issue and there will be a piece about Speedwatch in April.</p>
10.	<p><b><u>CHAIRMAN'S CONCLUSION</u></b> <b>10:1 To Receive Chairman's Notices &amp; Members' Questions</b> <b>Mayor's award:</b> <i>Members were asked to submit ideas to the Clerk about possible candidates to receive this year Mayor's Award for Service to the Community.</i> <b>Twinning:</b> <i>it was agreed that the Parish Council would host the welcome event for the visit by the Cagny Twinning Association to Pirbright in June.</i></p> <p><b>10:2 To Agree Items for Discussion at the next Meeting (6/03/18)</b> <i>Items will include discussion of Grant Aid Projects as well as updates on current projects.</i></p>

*The meeting finished at 9.55pm*