

PIRBRIGHT PARISH COUNCIL

Minutes of the meeting held in the Green Hut on Tuesday 19 June 2018 at 7.30pm

Members present: Cllr Fidgett (Chairman), Cllr Hallam (from 8.05), David Woollett, Cllr Hobbs, Cllr Richmond, Cllr Swinney

In attendance: L. Graham (Clerk) & Max Godfree

1.	<p><u>FORMALITIES</u></p> <p>To Receive Apologies for Absence & Receive Members' Declarations of Interest on Any Agenda Item below</p> <p>Apologies for absence were received from Cllr Eason, Michael Jackson, Cllr G. Jackson (GBC) & Cllr Witham (SCC).</p> <p>There were no Declarations of Interest.</p>
3.	<p><u>MINUTES</u></p> <p>3:1 To Approve the Minutes of the Previous Meeting</p> <p>RESOLUTION: <i>the minutes of the Annual Meeting held on 22 May 2018 were approved 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>Travellers encampment: concern had been raised around the parish about the news that travellers had moved on from St John's to Stoke Park & Bellfields Green in Guildford, and Cllrs Hobbs & Fidgett had to turn prospective travellers away from the Green at about 8.30 on the morning of the Duck Fair. The Police came out to the village to monitor situation but fortunately no action was required on this occasion. However, members and residents were united in wishing further protective measures be installed around the Green (which was discussed under item 8:1c.)</p> <p>Vertidrainage: the work has been carried out across the main Green and playing fields.</p> <p>GDPR: PPC's data protection measures will include changes to documents that include information on staff remuneration.</p>
4.	<p><u>REPORTS</u></p> <p>4:1 To Receive Reports from the County & Borough Councillors (for information only)</p> <p>No specific reports were received from the ward members for GBC & SCC.</p> <p>4:2 To Receive & Discuss Reports from Joint Committees and Consider Any Resolutions Recommended:</p> <p>a) Pavilion Project: the recent meeting was postponed so no progress will be made until July. The next steps are to draft a pre-app for submission to GBC & formation of a CASC. A feasibility study on the project will be carried out at a cost of £2000, for which the Lemprière Trust has made a grant. It is hoped that the football & cricket clubs will also make a financial contribution and proposals for a PPC grant will be discussed at its next meeting.</p> <p>b) Duck Fair: it was a good day, with positive feedback from stallholders.</p> <p>c) Lord Pirbright's Hall: LPH did well at Duck Fair with refreshments & crafts in the Clubroom while music and singing was greatly enjoyed in the Main Hall.</p>
5.	<p><u>PUBLIC FORUM & COMMUNICATIONS</u></p> <p>To Discuss Issues raised at the Annual Parish Meeting</p> <p>5:1 Cemetery entrance: new signage has been installed on Dawney Hill, adding to the proliferation of signs generally.</p> <p>ACTION: Members agreed that there are a lot of signs and that it might be worth writing a comment to Woking BC.</p> <p>5:2 Farnborough Airport: concern was raised about potential increases in flight traffic passing over the parish.</p> <p>ACTION: Members agreed to write to Rushmoor BC & TAG requesting that the parish is consulted about future increases to flights. Research may also be needed to assess the impact on Pirbright over plans for expansion at Heathrow airport.</p> <p>5:3 Planning rules: residents were puzzled about GBC approval of applications that were opposed by neighbours & PPC.</p> <p>ACTION: it was agreed that residents should be encouraged to make any objections to GBC, with a copy to PPC so that they can be taken into account. PPC could also enlist the ward member's support & attend planning committee meetings.</p> <p>5:4 Access to the ranges: access has been blocked by the creation of bunds at various point around the ranges, causing traffic congestion because drivers cannot use former laybys for parking. A resident explained that the measure has been introduced to ensure that emergency access by the Army can be maintained, because motorists sometimes block gates.</p> <p>ACTION: PPC have written to the Mod but no response has yet been received.</p> <p>5:5 Parking at school: could bollards or railings be installed to prevent parking on the pavement outside the entrance?</p> <p>ACTION: PPC would support the installation of bollards & railings and has offered to donate some bollards. A GBC Enforcement officer has visited School Lane, which made an effect on behaviour of parkers and was welcomed by parents.</p> <p>5:6 School Lane: could speeding, especially at night, be controlled by use of the SDR?</p> <p>ACTION: Stats are regularly provided to the police and highways authorities and three phases of traffic calming have already been carried out. Residents have also been invited to join a new Community Speedwatch Scheme.</p>

6.	<p><u>FINANCE & GOVERNANCE</u></p> <p>6:1 To Approve the Schedule of Receipts & Payments and the Bank Reconciliations for May 2018 Michael Jackson confirmed that he had scrutinised the documents for May 2018 and checked that they were all correct. RESOLUTION: <i>Members approved the schedule & bank reconciliations and the Chairman signed them.</i></p> <p>6:2 To Approve Pay Increases for PPC Employees The National Joint Council for Local Government Services (NJC) has agreed the pay scales for 2018-19, with pro rata hourly pay rates for part-time staff, based on the standard working week for all local government staff of 37 hours. RESOLUTION: <i>Members approved the pay increases for the Clerk and LPH cleaner, to be backdated to April 2018.</i></p> <p>6:3 To Review & Adopt an Equal Opportunities Policy RESOLUTION: <i>Members reviewed and approved the draft policy. It was also agreed that a Dignity at Work policy would be drafted. Reviews of the new policies will be done annually.</i></p>
7.	<p><u>PLANNING</u></p> <p>7:1 To Discuss Recent Planning Updates & Consider a Response to Pending Applications 18/P/00993 (Dandelions, Dawney Hill – erection of summer house including new roof lights after demolition of garage). ACTION: <i>no comment was considered because GBC has approved the application early.</i></p> <p>18/P/01025 (Brookwood Military Cemetery - installation of lighting columns at the entrance to the cemetery). PPC comment: <i>Pirbright Parish Council has No Objection in principle to this proposal. However, there is concern that it is retrospective and that no advance consultation was carried out with the Parish Council. We would also wish to be assured that the type of lighting to be used may be directed downwards in order to shield an upward glare and reduce impact on bat flight lines along the access road. If there were further proposals we would wish to be consulted.</i></p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8:1 To Receive Updates on:</p> <p>a) The SDR and VAS: there was nothing new to report.</p> <p>b) Parking Measures at the Avenue de Cagny Car Park: the Chairman suggested it might be possible to extend the car park sideways to the east. Further parking space might be included in potential future works at the pavilion but, because of the limited scrub maintenance done behind the area currently used, ecology & arboricultural surveys will be required.</p> <p>c) Parking Problems in School Lane & The Gardens: concern has been raised that the potential extension to Sandpits car park might not be viable and could also contribute to more congestion in School Lane. No further progress has been made on solving the parking problems in The Gardens.</p> <p>d) Protection of the Village Green: some posts need replacing on main and little Green and gaps will be fitted with more posts. Access gates will be installed near WH corner, opposite The Cricketers and near the Avenue de Cagny car park. A ditch or swale might be created around the edge of the football field. It was noted that official permission might be needed from the Secretary of State for works on a village green, so an interim measure will be to add more stakes and to use thicker posts, perhaps made from oak or combined with metal stakes, although they would be costly. ACTION: <i>it was agreed to draw up a plan for discussion with GBC & the Police and to obtain prices from contractors.</i></p> <p>e) Church Lane: Cllr Hobbs has attended a site meeting with an SCC Highways engineer, but no solution to drivers coming against the one-way system has been reached. PPC could install a camera but it might not be enforceable.</p> <p>8:2 To Approve Extra Parking on the Green for the Southern Dachshunds Show & the Flower Show ACTION: <i>Members agreed that extra parking might be provided on the area to the west of the playground, subject to conditions about use of a single route from Avenue Cagny and a ban on vehicles being driven elsewhere on the Green.</i></p>
9.	<p><u>NEWSLETTER</u></p> <p>To Agree Items for the August Issue PPC's entry will include a description of the options being discussed to protect the Green against traveller incursions, plus updates on PPC's action about the bunds on ranges and the potential restricted pedestrian access to Brookwood Station.</p>
10.	<p><u>CHAIRMAN'S CONCLUSION</u></p> <p>10:1 To Receive Chairman's Notices & Members' Questions There were no Chairman's notices or Members' questions.</p> <p>10:2 To Agree Items for Discussion at the next Meeting (3/7/18) Updates on all the regular items will be included on the agenda for the next meeting.</p>

The meeting ended at 10.20pm.

Signed.....

Date.....