

PIRBRIGHT PARISH COUNCIL

Minutes of the meeting held in the Green Hut Room on Tuesday 5 February 2019 at 7.30pm

Those present: Cllr Fidgett (Chairman), Cllr Eason, Cllr Hallam, Cllr Richmond, Cllr Swinney & Cllr Woollett.

In attendance: L. Graham (Clerk), Cllr Keith Witham (SCC), Mr Max Godfrey and four members of the public.

Before the meeting began, the Chairman proposed a minute's silence to honour the late Burnham Clinton, Chairman of the Parish Council from 1999 – 2008, who passed away on 11 January 2019.

1.	<p><u>FORMALITIES</u></p> <p>To Receive Members' Apologies for Absence <i>Apologies for absence were received from Cllr Hobbs.</i></p>
2.	<p>To Receive Members' Declarations of Interest on Any Agenda Item below <i>Cllr Woollett made a personal declaration of interest in item 7:2 (as a member of the tennis club).</i></p>
3.	<p><u>MINUTES</u></p> <p>3:1 To Approve the Minutes of the Previous Meeting (8/01/19) RESOLUTION: <i>members approved the minutes of the previous meeting held on 8/1/19 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 Dawney Hill parking: following concerns raised at the last meeting, the Clerk has checked regularly, but most vehicles parked in the unofficial layby appear to belong to residents opposite and are not too close to the telegraph pole.</p> <p>3:2:2 Broken seat: the insurance claim cheque has been received and the broken wood has been removed from the site.</p> <p>3:2:3 Broken bus shelter: it will be necessary to obtain the insurance claim reference number from the driver of the vehicle involved in the accident and to notify the insurance company that we need to clear up the debris quickly for safety reasons.</p> <p>3:2:4 Missing drain cover in the Sandpits car park: a temporary cover has been put in place. The drain will also need to be rodded and potholes filled.</p> <p>3:2:5 Silent Soldier: a figure has been donated by a resident and could be located inside or outside LPH. One suggestion is that it could be placed near the parish sign on the Green.</p> <p>3:2:6 Cowbridge Meadow Vacancy: notices supplied about the vacancy will be put up on notice boards around the parish.</p> <p>3:2:7 Civilians renting in Strawberry Close: several houses in Pirbright Camp that have fallen vacant have now been let direct to civilian tenants with no connection with the MoD. It was agreed that the delivery of PeriNews should be extended to include these residents and also to look at the possibility of a parish noticeboard at the shop or bus shelter in the area.</p>
4.	<p><u>REPORTS</u></p> <p>4:1 To Receive Reports to or from the County & Borough Councillors (for information only) Cllr Witham gave an update on SCC news that he is now putting on his Facebook page as well as in his regular newsletter.</p> <p>4:2 To Receive & Discuss Reports from the Joint Committees and Consider Any Resolutions Recommended:</p> <p>a) Pavilion: the committee has refocussed on the original proposal, which improves the budget without inclusion of a large café. The new multi-use pavilion will be double the size of the old one to meet regulations of sports governing bodies.</p> <p>b) Summer Fair: progress is being made and the committee is seeking sponsorship to cover the overheads for particular items and areas. Car parking for visitors is currently proving a concern because the football field will not be available.</p> <p>c) Lord Pirbright's Hall: the diary is filling up with bookings but monitoring has shown that it is not feasible for some concurrent events because of sound transfer between the rooms, although meetings & exercise classes are more compatible.</p>
5.	<p><u>COMMUNICATIONS</u></p> <p>To Discuss Issues raised in Communications Sent & Received Since the Previous Meeting <u>GBC, SCC & Policing issues</u></p> <p>1. Waste burning at Stoney Castle: following further incidents requiring attendance by the Fire Service, GBC has confirmed that Environmental Health & Planning Enforcement are continuing to work together on multiple problems there. <i>For information</i></p>

	<p>2. Fly tipping at Henley Park Gate: more reports and photographs have been received about the increased levels of fly tipping, with updates from GBC about clearance and measures to find the perpetrators. <i>ACTION: for discussion under agenda item 8:1:f</i></p> <p>3. Winter weather: both GBC and SCC have provided updates on their activities for coping with winter weather conditions, recommending that further information can be found on their websites. <i>For reference</i></p> <p>4. GBC Schools Parking Watch: Parking Services conducted a trial called 'Guildford Schools Parking Watch' from September 2017 to July 2018 to find out if regular patrols were required in the afternoons during pick-up times. Enforcement officers carried out 454 patrols, asked 2,776 drivers to move on and issued 395 penalty charge notices. The Lead Councillor for Licensing, Environmental Health & Community Safety adds: "Our Enforcement Team will continue their work outside schools to deter anti-social parking which has dangerous consequences for parents & children alike. A number of schools are working with our Environmental Health team and Community Wardens on a new project to educate parents and children about how to improve air quality outside schools during drop-off and pick-up times." <i>For information</i></p> <p>5. Mayor's Award for Service to the Community: the Mayor of Guildford is inviting nominations by 22 February for this award, which will be presented in April. <i>DECISION: Members supported a suggestion for a nomination put by Cllr Eason and the Clerk.</i></p> <p>6. Polling places review 2019: no changes to parish, ward or parliamentary constituency boundaries are proposed, although feedback is sought on current polling places or suggestions for alternative polling places. <i>ACTION: comments should be made to GBC by Friday 5 April.</i></p> <p>7. Data Protection: during the lead up to the new legislation on data protection, GBC offered to be a source of advice and has now raised a contract for an ongoing service. <i>ACTION: to pass the document to the Governance sub-committee for consideration.</i></p> <p><u>5:2 General correspondence</u></p> <p>1. Sunflower Trust Fun Run: a resident involved in the organisation of the fun run, to be held on Sunday 19th May, has requested use of the Sandpits car park for use by participants. <i>ACTION: to agree to this request.</i></p> <p>2. Parking congestion in Guildford Road: PPC has received assurances from the sales manager of the Volvo dealership that instructions have been given to staff not to permit deliveries before 9.30am or after 4pm. <i>For information</i></p> <p>3. Access between Brookwood Station & cemetery: another resident has confirmed that rail companies may legally restrict unauthorised access across their land and that there is no actual right of way to pass through the subway. <i>For information</i></p>
6.	<p><u>FINANCE & GOVERNANCE</u></p> <p>To Approve Financial Schedules for January 2019 Michael Jackson confirmed that he had agreed the bank statement and all relevant invoices & documents for January. <i>RESOLUTION: Members approved the statements & bank reconciliations and the Chairman signed them.</i></p>
7.	<p><u>PLANNING</u></p> <p>7:1 To Discuss a Parish Plan Currently Pirbright is well protected by the settlement boundary, Conservation Area & Heathland SPA, but there is always the possibility of development via an exception policy and the parish might be vulnerable. In addition the MoD ranges, Pirbright Institute and Henley Park are being taken out of the Green Belt under the new Guildford Plan, so a neighbourhood plan could protect the parish in the future with the added advantage that the parish would receive 25% of any CIL payments. <i>ACTION: it was agreed that process could begin with workshops and to invite a member of GBC policy team to attend.</i></p> <p>7:2 To Discuss Application 19/P/00126 (Pirbright Tennis Pavilion – creation of new parking area) The residents expressed concerns about lack of notification from GBC, extra traffic using the right of way and dislike of the proposed new fencing. No information was provided about trees & ecology in the area. PPC comment: <i>Members objected to the proposal, on the basis that while the Parish Council has some sympathy with the aims of resolving difficulties of the Tennis Club and school parking, it is not convinced that the additional spaces are necessary and that the fence in particular would be an inappropriate visual intrusion within the Conservation Area. The proposal also raises safety concerns between pedestrians using the public footpath and cars manoeuvring between the existing and proposed addition to the car park. Members would invite the Tennis Club to liaise with the Parish Council and residents to find an appropriate solution.</i></p>

	<p>7:3 To discuss application 19/P/00185 (2 Cooks Green, School Lane – single-storey extension and new porch) <i>This application had only just been received so it was agreed to circulate comments by email.</i></p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8:1 To Receive Updates on:</p> <p>a) The Speed Data Recorder and Vehicle Activated Sign The new VAS agreed by SCC for Aldershot Road is due to be installed soon.</p> <p>b) Parking Problems in School Lane & The Gardens PPC has received a copy of an email from an angry resident about the attitude of parents blocking pavements in School Lane. Traffic measures have made a difference but not enough, and more regular visits are needed from enforcement teams. ACTION: <i>Members agreed that such incidents should be reported to GBC and to the police. Cllr Witham will check with SCC why bollards have not yet been installed outside the school.</i></p> <p>c) Protection & Tree Management of the Village Green and around the Parish The Chairman has received confirmation from the GBC Planning Department that the installation of swales on the perimeter of the Green would require planning consent because of the proposed dimensions of the trench (1m wide x 1m deep). The Chairman has also contacted the GBC Community Development Manager for advice. ACTION: <i>it was agreed to put in a planning application for the installation of swales and also to hold a parish consultation about the scheme. Quotes will also be sought for an arboriculturist's inspection of trees on land owned by the parish when the plans showing the areas of trees are complete.</i></p> <p>d) Restoration & Future Maintenance of the Football Pitch The Clerk has requested a proposal for a maintenance programme from the contractor who carried out the restoration work.</p> <p>e) Activities at Stoney Castle The situation is ongoing (item 5:1).</p> <p>f) Activities on the Entrance Track to Henley Park Ranges Following considerable discussion between GBC and the MoD, it is hoped that an agreement on management of the situation is being reached.</p> <p>8:2 To Approve:</p> <p>a) Commission a Topographic Survey of the Area Surrounding the Cricket Pavilion The topographic survey will confirm that the Ordnance Survey plan is correct, showing site levels, plus the position of services and trees. ACTION: <i>Members gave consent for the survey, which is to be paid for by the Parish Council.</i></p> <p>b) Clearance of Vegetation on Land to the Rear & Side of the Cricket Pavilion ACTION: <i>Members gave consent for the work, which is to be paid for by the Cricket Club.</i></p>
9.	<p><u>NEWSLETTER</u></p> <p>To Agree Items for the March Issue Possible items for the newsletter will include tree works behind the pavilion and consultation on installation of swales.</p>
10.	<p><u>CHAIRMAN'S CONCLUSION</u></p> <p>10:1 To Receive Chairman's Notices & Members' Questions An arrangement is being discussed about reciprocal use of car parks at Cherrywood Nursery and the Cricketers Inn.</p> <p>10:2 To Agree Items for the Agenda of the Next Meeting The Chairman asked Members to start thinking about candidates for next election on 2nd May.</p>

The meeting finished at 10.20pm.

Signed.....

Date.....