

PIRBRIGHT PARISH COUNCIL

Minutes of the meeting held in the Green Hut Room on Tuesday 2 April 2019 at 7.30pm

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

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

1.	<p><u>FORMALITIES</u></p> <p>To Receive Members' Apologies for Absence <i>Apologies for absence were received from Cllr Keith Witham (SCC).</i></p> <p>To Receive Members' Declarations of Interest on Any Agenda Item below <i>There were no declarations of pecuniary or personal interest.</i></p>
3.	<p><u>MINUTES</u></p> <p>3:1 To Approve the Minutes of the Previous Meeting RESOLUTION: <i>the minutes of the meeting on 3rd March 2019 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) Grass cutting of the playing fields: the quote from the regular contractor for this year's maintenance, to include bi-annual Verti-draining and 30 cuts of the cricket outfield and football pitch, has been accepted and the work has already begun.</p> <p>New safety measures near the Primary School Five bollards have been installed with new railings outside the primary school in School Lane, to provide additional safety for pedestrians and also deter motorists from parking with their wheels on the pavement. (PPC originally purchased the bollards 18 years ago for protection at the former post office, but they could not be used at the time and the suppliers would not take them back. In the interim they have been stored in the area under the stage at Lord Pirbright's Hall.)</p> <p>War memorial The war memorial in the churchyard has just been granted Grade II listed status, as being of Special Architectural or Historical Interest. This provides protection for its future and will appear on the National Heritage List for England register as entry number 1461910.</p>
4.	<p><u>REPORTS</u></p> <p>To Receive Updates from the Joint Committees & Consider Any Actions Recommended:</p> <p>a) Pavilion Project – the recent meeting focussed on the setting up of the Community Amateur Sports Club (CASC), which will have responsibility for day-to-day running of the new pavilion. Its committee will be formed by members of the cricket and football clubs, with the Parish Council. Updates were also provided on the planning application to be submitted soon to GBC and the maintenance of the renovated football pitch.</p> <p>b) Lord Pirbright's Hall – issues causing current concern include the condition of the stage curtains, cooker and water heaters, which all need remedial work or replacement. Further discussion will be required at the next Trustees meeting.</p>
5.	<p><u>PUBLIC FORUM & COMMUNICATIONS</u></p> <p>To Discuss Issues raised in the Public Forum or by Correspondence & Consider Actions Recommended</p> <p>5:1 <u>GBC, SCC & POLICING ISSUES</u></p> <p>1. Stoney Castle: Cllr Witham has organised an all-agency meeting, to be attended by David Munro, Surrey Police & Crime Commissioner, and Steve Owen-Hughes, SCC Director of Community Protection & Emergencies (Chief Fire Officer), Inspector Andy Hill (Guildford Police) and others, to discuss the problems at Stoney Castle and address key questions. <i>ACTION: the meeting will be attended by the Clerk and Cllr Hobbs because he has been monitoring the issue for several years (although he will have stepped down from PPC by then).</i></p> <p>2. Litter picking between Pirbright & Mychett: a local cyclist has notified PPC about his litter-picking activities on the roadsides in the parish on the B3012, which he then left in sacks for collection by Surrey Heath Borough Council and GBC as appropriate. <i>For information.</i></p> <p>3. Guildford Sportsground (Woodbridge Road): following the rebuilding of its pavilion, a new management company set up by GBC, SCC and Guildford Cricket Club will manage the site. The aims of the new company will be to support greater community use of the ground and its facilities and to operate the pavilion for sports, events & social activities. <i>For information (useful because of the parallels with Pirbright's Pavilion Project).</i></p>

5:2	<p><u>General correspondence</u></p> <p>1. Prudential RideLondon: notification has been received about the cycling event taking place in London and Surrey on Sunday 4th August, which will involve road closures in our general area over the weekend. <i>For information</i></p> <p>2. National Road Traffic Census: a census is being conducted on Avenue de Cagny on 23 April, when two enumerators will be manning a count point from 7am to 7pm. <i>For information</i></p> <p>3. Theft of catalytic converter: a visitor to the village on 11 March returned to her vehicle after a walk nearby to discover the theft and reported it to PPC, in the hope of warning others and preventing further incidents. <i>For information</i></p> <p>4. Unauthorised campers on common land near Fox Corner: a local resident reported this via the PPC answerphone after hours one evening in March. When the message was picked up later, the Clerk advised that the incident could be reported to the police on the non-urgent 101 number if it appeared to be a criminal matter or to GBC if it was on common land owned by them. The resident emailed the following day to say that the campers had now gone. <i>For information</i></p>
6.	<p><u>FINANCE & GOVERNANCE</u></p> <p>6:1 To Approve the Financial Schedules for March 2019 RESOLUTION: <i>payments and financial schedules for the month were approved & signed by the Chairman.</i></p> <p>6:2 To Approve Staff Salaries for 2019-20 RESOLUTION: <i>salary increases, based on scale payments agreed by the Council's professional association, were approved for implementation in the April pay roll.</i></p> <p>6:3 To Review the Risk Assessment & Update as Required The review of the risk assessment is underway, for agreement at the Annual Meeting in May.</p> <p>6:4 To Discuss the Summer Fair & PPC's Responsibilities for Insurance & Indemnity issues Following approval of the proposal for joint responsibility for H & S at the fair, agreed by PPC and PPCC at their recent meetings, further advice had been received from the church insurers, suggesting that it might be wise for one body to take overall responsibility for the event. This was endorsed by PPC's insurance provider. ACTION: <i>it was agreed that the wording of the resolution will need some amendment for H & S issues, but other aspects of the organisation of the fair will not be affected.</i></p> <p>6:5 To Reappoint the Independent Internal Auditor for Financial year 2018-19 RESOLUTION: <i>Members approved the reappointment of the Independent Internal Auditor for the accounts and governance of the financial year 2018-19.</i></p>
7.	<p><u>PLANNING</u></p> <p>7:1 To Discuss Recent Planning Updates & Consider Responses to Pending Application/s:</p> <p>19/P/00357 (The Royal Oak – internal & external refurbishments) PPC comment: <i>No Objection.</i></p> <p>19/P/00548 (installation of replacement illuminated and no illuminated signs to the exterior) PPC comment: <i>No Objection</i></p> <p>19/T/00061 (Sunfield, Dawney Hill – fell and replace conifer trees with smaller varieties) PPC comment: <i>No Objection</i></p> <p>19/P/00224 (4 The Old Forge – conversion of garage to habitable space, insertion of two windows) PPC comment: <i>While ordinarily we would not object to these sorts of changes to properties, in this case, we would object to the loss of a parking space on a recently constructed scheme in a constrained part of the village where parking is difficult.</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 battery of the VAS in Fox Corner keeps going flat and will need replacement. Cllr Hobbs confirmed that he would return the equipment after he steps down from the Council at the beginning of May.</p> <p>b) Protection & Tree Management of the Village Green and around the Parish This item is ongoing.</p> <p>c) Activities at Stoney Castle See 5:1, above</p>

9.	<p><u>NEWSLETTER</u> To Agree Items for the May Issue Items for May will include a report on the listed designation for the War Memorial, the bollards in School Lane and the new regime for maintenance of the football field.</p>
10.	<p><u>CHAIRMAN'S CONCLUSION</u> 10:1 To Receive Chairman's Notices & Members' Questions The Chairman reported on a visit to the ranges with SWT to celebrate its 60th birthday, including a report on the work on the Heathland.</p> <p>10:2 To Discuss the Annual Parish Meeting It was agreed to invite the new CEO of SWT, Sarah Jane Chimbwandira, as a key speaker, with updates on the Pavilion & Dragon Fair and annual reviews of year by the Parish Council and ward members for GBC & SCC. There will be a reception in the Green Hut for members and invited speakers.</p>

The meeting ended at 9.30pm.

Signed.....

Date.....