

PIRBRIGHT PARISH COUNCIL

Minutes of the meeting held in the Green Hut on Tuesday 1 October 2019 at 7.30pm

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

In attendance: L. Graham (Clerk), Cllr Witham (SCC) & Cllr Jackson (GBC)

1.	<p><u>FORMALITIES</u></p> <p>To Receive Members' Apologies for Absence <i>Apologies for absence were received from Cllr Fidgett.</i></p> <p>To Receive Members' Declarations of Interest on Any Agenda Item below <i>Cllr Eason made a personal declaration of interest re planning application 19/P/01584.</i></p>
3.	<p><u>MINUTES</u></p> <p>3:1 To Approve the Minutes of the Previous Meeting (3/9/19) RESOLUTION: <i>the minutes of the meeting on 3 September 2019 were approved and signed by the Chairman.</i></p> <p>3:2 To Receive the Clerk's Report (for information, unless further action is specified) Bank signatories: <i>Members agreed that all former councillors would be removed from the bank mandate¹.</i></p> <p>Derrick Searle: <i>it was agreed to dedicate an existing bench in the playground to the memory of Derrick.</i></p> <p>School Lane footway: <i>the footway between the traffic lights and Cunningham House in School Lane is in bad condition and muddy, and it could become slippery with autumn rain and leaf fall. This has been reported to Surrey Highways who have also contacted GBC about cleaning it.</i></p>
4.	<p><u>REPORTS</u></p> <p>4:1 To Receive Reports from the County & Borough Councillors (for information only) Surrey County Council: Tree planting – Cllr Witham reported that 1.2m trees are to be planted (100,000 a year over next 12 years), which is receiving a lot of support from residents.</p> <p>Small grants – recent grants awarded by SCC include balls for Pirbright's new youth cricket club, a line marker for the football club, a security gate for Knowl Hill School, an RBL commemorative bench near the cemetery and banners for the Dragon Fair.</p> <p>Guildford Borough Council: Climate change – Cllr Jackson reported that the council has formed a Climate Change and Innovation Board. Working with residents, businesses & visitors, the board will consider more education to encourage behavioural change, regulation in planning for sustainability, transport, sustainable corridors, promotion of electric cars & buses and countryside management.</p> <p>Travellers – GBC is looking at introduction of a blanket injunction to ban casual traveller encampments on borough-owned land. Potential areas for transit sites for permitted encampments are now being identified.</p> <p>Walkfest – 25 people participated in this year's route around the local cemeteries. More publicity will be needed next year.</p> <p>4:2 To Receive Reports from Joint Committees & Consider Any Resolutions Recommended:</p> <p>a) Pavilion Project – Members received the minutes of the meeting on 16 September, at which the grant adviser was hopeful of obtaining grants for a major part of the build cost. A VAT consultant has confirmed that the Parish Council can build the new pavilion & reclaim VAT on the project.</p> <p>b) Summer Fair – Members received a verbal report on the meeting on 30 September to plan next year's event, to be held on 13 June. The theme decided was the "sea & seaside", which it is hoped will appeal to families, and responsibilities were allocated to committee members.</p> <p>c) Lord Pirbright's Hall – members received the minutes of the meeting on 19 September, at which it was reported that the Hall had been given a clean bill of health in the Independent Examiner's report for 2018-19.</p> <p>The colour "Steel" was chosen for the new stage curtains and a list of future projects was discussed.</p>

¹ This minute is a formal requirement for implementation by the bank.

5.	<p><u>PUBLIC FORUM & COMMUNICATIONS</u> <i>No issues were raised in Public Forum or in communications received during September.</i></p>
6.	<p><u>FINANCE & GOVERNANCE</u></p> <p>6:1 To Approve the Schedule of Receipts & Payments and Bank Statements for September Cllr Godfree confirmed that he had been through the schedules for the month to verify that payments were correctly authorised and BACS details accurately applied. The bank statement was also checked live “online”. RESOLUTION: <i>Members approved the schedules, which were signed by the Chairman.</i></p> <p>6:2 To Receive the Auditor’s Report on the Annual Governance & Accountability Return for 2018-19 The external audit has been concluded with no matters of concern arising, and is now available to view online.</p> <p>6:3 To Approve Payments for October ACTION: <i>Members approved future payments, including the auditor’s invoice and stage curtains.</i></p> <p>6:4 To Review Standing Orders for 2019-20 ACTION: <i>Members received the updated Standing Orders for review and approval at the next meeting.</i></p> <p>6:5 To Consider Agreements for Use of the Playing Fields by the Cricket & Football Clubs ACTION: <i>Members agreed in principle that the use of the playing fields should be regulated and that the agreements will need to be discussed with the clubs in due course.</i></p>
7.	<p><u>PLANNING</u></p> <p>7:1 To Consider Recent Planning Updates & Responses to Pending Applications</p> <p>19/P/01544 (Pirbright Institute – erection of an effluent treatment plant, a new chiller compound & associated hard landscaping) ACTION: <i>it was agreed to ask GBC for information about the discharge of condition 23 in the Masterplan that requires community consultation on its various stages, which is lacking in this application.</i></p> <p>19/P/01562 (Mandalay, Fox Corner - retrospective application for a part single/ part two storey rear extension, incorporating two juliet balconies) PPC response: <i>Pirbright Parish Council has concerns over the fact this is a retrospective application when repeated applications demonstrated that the proposal wasn’t acceptable. If GBC is minded to grant consent, a condition should be imposed withdrawing all permitted development rights and no further garages or other outbuildings or extensions should be permitted.</i></p> <p>19/P/01584 (The Garden House, Ash Road - proposed single storey side/rear orangery) PPC response: <i>Pirbright Parish Council has No Objection to this proposal.</i></p> <p>19/P/01547 (The Glen, Mill Lane – variation of condition 3 of planning permission 13/P/01949 to allow changes to the approved scheme for a change of use) to allow the site to be used for a commercial livery PPC response: <i>No Comment.</i></p> <p>19/P/01548 (The Glen, Mill Lane – construction of hard standing area) PPC response: <i>No Comment.</i></p> <p>19/W/00076 (Land to the rear of, The Glen, Mill Lane - Prior notification under Schedule 2, Part 3, Class PA of the Town and Country Planning (General Permitted Development) (England) Order 2015 for a proposed change of use from Premises in Light Industrial Use (Class B1(c)) and any land within its curtilage to 3 Dwellinghouses (Class C3). PPC response: <i>No Comment.</i></p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8:1 To Receive Updates on:</p> <p>a) Stoney Castle: sentencing is anticipated on 25 November; SCC is still investigating the legal process for installation of a barrier.</p> <p>b) The SDR, the Vehicle Activated Sign & Community Speedwatch VAS: responsibility has moved to SCC for training and the Speed Survey Technician of the Surrey Safer Camera Partnership will organise training for installing & using the equipment. In the meantime, he has offered to install the VAS as required. There is currently no progress on training for use of the SDR.</p> <p>CSW: a potential 8-10 sites are being identified around the village to be approved by Surrey Police.</p>

	<p>Cllr Witham recommended reference to Crashmaps.co.uk, which shows the location of recorded accidents where personal injury and one or more emergency services have attended. It helps to provide statistical evidence of hotspots where improvements should be made. He also suggested keeping local logs of minor incidents to give information to SCC for improvements to road surfaces etc. ACTION: <i>Cllr Godfree offered to keep a log of incidents and will include an entry in the newsletter.</i></p> <p>c) Parking Problems around the Village: invitations have been sent to businesses requesting convenient dates for a meeting to discuss solutions for relieving congested parking on weekdays around the Green.</p> <p>d) Protection of the Village Green & Trees The trees plan on PPC land still needs to be done. Quotes for work on lime trees on the Green are awaited. 8:2 To Approve Installation of Soft-closing Gates at the Playground in LPH Recreation Ground Following an incident at the playground where a young child was struck by a swinging gate, regular users have requested the introduction of soft-closing hinges in preference to the gates' complete removal, to prevent fleet-footed children straying from the playground enclosure. ACTION: <i>Members resolved to accept the quote for the new gates and, in the meantime, it was agreed to put signs at the entrances into the playground, asking parents and carers to assist young children using the current gates.</i></p>
9.	<p><u>NEWSLETTER</u> To Agree Items for the November Issue The rights of residents to view the certified External Audit documents, purchase of the soft-closing gates for the playground and new stage curtains for LPH will be items reported in the November newsletter.</p>
10.	<p><u>CHAIRMAN'S CONCLUSION</u> To Receive Chairman's Notices & Members' Questions & Agree Items for the next Meeting <i>The November meeting will include discussions about the Precept for 2020-2, approval/revision of Standing Order and Financial Regulations.</i></p>

The meeting ended at 10pm.

Signed.....

Date.....