

PIRBRIGHT PARISH COUNCIL

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

Those present: Cllr Fidgett (Chairman), Cllr Swinney, Cllr Eason, Cllr Godfree, Cllr Hallam (from 7.58pm), Cllr Richmond & Cllr Woollett (from 8.17pm)

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

Before the meeting began, the Chairman proposed a minute's silence to honour the late Michael Jackson, Member of Pirbright Parish Council from 2002 – 2015, who passed away on 4 November 2019.

1.	<p><u>FORMALITIES</u></p> <p>To Receive Members' Apologies for Absence <i>Apologies for absence were received from Cllr Jackson (GBC).</i></p> <p>To Receive Members' Declarations of Interest on Any Agenda Item below <i>Cllr Fidgett made a pecuniary declaration of interest about the planning applications for The Cricketers Inn (although his professional connection is with a different site under the same ownership).</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 held on 1/10/19 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)</p> <p>Fireworks banner – while Members did not object to the banner being sited in front of the White Hart Corner sign, it did have concerns about its stability when the frame appeared to have worked loose. It was suggested that the agreement policy should warn those putting up banners to check during the period they are in place and to carry out prompt maintenance if the frame or fixings are affected by strong wind etc.</p> <p>Tree works on the Green – a quote has been accepted and a date for the work is now awaited.</p> <p>Replanting of an Acer tree – the tree was moved from the Little Green because it was not thriving by a local resident with specialist knowledge, in order to give it some intensive care. It is now ready to be replanted behind LPH where it can be watered and tended easily, away from the risk of being damaged during mowing.</p> <p>Gate to the pavilion track – a new padlock has been fitted. Other new fittings will follow.</p>
4.	<p><u>REPORTS</u></p> <p>4:1 To Receive Reports from the County & Borough Councillors (for information only) Items included in Cllr Witham's report were:</p> <ul style="list-style-type: none"> • SCC – the head office is moving from Kingston to Woking. • Police - increased numbers of police officers are being trained in the county. • Schools - extra funding per pupil is being provided. • Adult social care - more than 700 units have been approved over the next few years. • Flooding - 270 million funding for flood risk scheme across the county. <p>4:2 To Receive Reports from Joint Committees & Consider Any Resolutions Recommended:</p> <p>a) Pavilion Project – a bid has been made to the London Marathon Charitable Trust for a substantial grant, which was supported by a local survey. Other bids will be made to the Football Foundation and Sport England. It is hoped that construction might take place in autumn 2020, providing the funds are in place.</p> <p>b) Summer Fair – there was nothing new to report. The next meeting will be held in January.</p> <p>c) Lord Pirbright's Hall</p> <ul style="list-style-type: none"> • The brass plaque in memory of Derrick Searle has been made and is ready to be fixed to a bench. • Pirbright Players have made a generous donation to the running costs of the Hall. • Christmas decorations will be put up at the end of the month, including lights along the railings. • General Election – GBC has confirmed that the Hall will be used as a polling station on 12th December. • Date for the LPH AGM – the date was agreed for December.

<p>5.</p> <p>5:1</p> <p>5:2</p>	<p><u>PUBLIC FORUM & COMMUNICATIONS</u> To Discuss Issues raised in Public Forum or in Communications Received during October</p> <p><u>GBC, SCC & POLICING ISSUES</u></p> <p>1. Community Flood Water Training: Surrey Prepared and Surrey Fire & Rescue Service are offering Surrey residents a chance to learn about floodwater safety. The nearest free session is being held at Guildford Fire Station on Tuesday 12 November 2019, 18.30-20.30. <i>For information. Two members will attend.</i></p> <p>2. Parking on the Green: a resident has written to complain about congestion near the Cricketers Inn and the extra parking space now required with the addition of the Yurt, leading to blocked footways nearby. ACTION: <i>the Clerk has replied to the resident to explain that discussions have been opened with the parking authority and owners of businesses in the area, in the hope of mitigating the problems. (See also item 8:1.)</i></p> <p>3. Basingstoke Canal workshop: Surrey and Hampshire County Councils have commissioned a land management consultant to produce a list of projects for investment on the Canal, with an indication of how they could be funded and how feasible they would be. The projects could range from improving the wildlife of the canal and the overall environment, restoring historic elements of the canal, providing a place for recreation and enhancing its role in the health and well being of residents & visitors. A workshop to explore this is being held on Wednesday 13 November at 9.30 for 10 am at the Canal Centre, Mytchett. <i>For information.</i></p> <p><u>GENERAL CORRESPONDENCE</u></p> <p>1. Pirbright in Need Trust: approval has been requested for Dr Alex Henderson to be appointed for a further 4 years as the PPC nominee for the Pirbright in Need Trust. Under Charity Commission rules it needs to be renewed each time the Parish Council is elected. ACTION: <i>to agree to this request.</i></p> <p>2. Tree works at the School: a resident notified the Chairman about concerns that a tree had been removed and other works were being carried out in the school grounds. The Clerk was instructed to contact the school to ask about it, because no prior notification had been received from GBC. ACTION: <i>the Clerk checked recent school newsletters and asked if the work was in preparation for creation of the Therapy Farm project, which was confirmed by the Chair of the School Governors. The Head Teacher then contacted PPC's Chairman, who explained the requirement for GBC consent for tree works within the Conservation Area, which includes the school.</i></p> <p>3. Craft Fair posters: Woking BC has contacted PPC to ask that the posters advertising a craft fair held at LPH should be removed from lamp posts around the town. ACTION: <i>the message has been passed on to the craft fair's organisers.</i></p> <p>4. Use of the Avenue de Cagny car park: a Normandy-based company has requested use of the car park for selling pizzas on one or two evenings a week. ACTION: <i>Members declined the request, agreeing with concerns that it could generate a litter problem and attract groups of youths who would then hang around the Green, as experienced in other villages.</i></p>
<p>6.</p> <p>6:1</p> <p>6:2</p> <p>6:3</p> <p>6:4</p> <p>6:5</p>	<p><u>FINANCE & GOVERNANCE</u></p> <p>6:1 To Approve the Schedule of Receipts & Payments and Bank Statements for October Cllr Godfree confirmed that he had checked the schedules for the month, verifying that payments were correctly authorised and BACS details accurately applied. He had also checked the bank statement online. RESOLUTION: <i>Members approved the schedules, which were signed by the Chairman.</i></p> <p>6:2 To Review the Financial Statement for the Half Year (April – September 2019) ACTION: <i>Members reviewed the statement which showed the figures are in line with the budget.</i></p> <p>6:3 To Discuss the Budget for the Next Financial Year (April 2020 – March 2021) ACTION: <i>the Clerk will prepare budget proposals showing options with increases from 2% - 5%.</i></p> <p>6:4 To Discuss & Approve Any Amendments to Standing Orders for 2019-20 ACTION: <i>Members approved the current Standing Orders but suggested clarification of point 11 re questions.</i></p> <p>6:5 To Consider Agreements for Use of the Playing Fields by the Cricket & Football Clubs <i>This item was deferred to the next meeting.</i></p>

7.	<p><u>PLANNING</u></p> <p>7:1 To Consider Recent Planning Updates & Responses to Pending Applications</p> <p>19/P/01633 (11 Model Cottages, Vapery Lane – second-storey extension & fenestration changes) PPC response: <i>No objection, subject to materials matching existing.</i></p> <p>19/P/01716 (RAF Small Arms Association Club House – replacement accommodation block & facilities) PPC response: <i>No objection.</i></p> <p>19/P/01735 (St Michael & All Angels Church – installation of 20 lights along the boundary wall) PPC response: <i>No objection subject to a condition that the lights are turned on only for church services & evening events.</i></p> <p>19/P/01675 & 19/P/01847 (The Cricketers – 3 externally illuminated fascia signs) PPC response: <i>No objection to the signage, subject to details of lighting to be submitted and approved.</i></p> <p>19/P/01815 (The Cricketers – removal & reconstruction of western chimney due to structural failure) PPC response: <i>No objection subject to the reuse of existing materials.</i></p> <p>19/P/01750 (Hogleys Farm – erection of double stable with storeroom) PPC response: <i>No objection.</i></p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8:1 To Receive Updates on:</p> <p>a) Stoney Castle <i>Because the Parish Council has no powers to resolve any of the issues at Stoney Castle, it was agreed to contact the Environment Agency and GBC, as the relevant authorities, in order to pass on questions about the site and the concerns raised by a correspondent that neighbouring land might have become polluted.</i></p> <p>b) The SDR, the VAS & Community Speedwatch <i>Eight sites are now registered by the police for Community Speedwatch, each to be monitored twice a year, with Cllr Godfree as the co-ordinator. Dates for SDR training are being arranged.</i></p> <p>c) Parking & to Approve the Installation of White-lining on the Avenue de Cagny Car Park Members received the report from a meeting with local business owners to discuss the problems of parking round the southern side of the Green. ACTIONS: <i>Members agreed to</i> <ul style="list-style-type: none"> • <i>arrange a meeting with the GBC Parking Manager</i> • <i>consider the introduction of some parking permits for the Avenue de Cagny car park</i> • <i>finalise the plan to introduce white lines on the Avenue de Cagny car park and accept one of the quotes for the work</i> • <i>send the report from the parking meeting to the other attendees.</i> </p> <p>d) Protection of the Village Green & Trees Posts: <i>approval of grant-aid funding for new posts around the Green is expected by December, to be implemented in April 2020. In the meantime, a specification will be drawn up to gauge the number of posts required and distances between them.</i></p> <p>SCC Highways has stipulated that <ul style="list-style-type: none"> • <i>the contractors installing the posts must have New Roads & Streetworks accreditation</i> • <i>reflectors should be fixed to the posts at the ends of runs and intermittently along them</i> • <i>maps will be required before detailed plans are agreed so that utility apparatus on the edges of the highway can be avoided.</i> </p> <p>Trees: <i>maps will be combined to create complete plans of the trees on PPC-owned land in the required format (dxf as used for the pavilion survey).</i> ACTION: <i>tree surveyors will be asked to quote for a standard parish arboricultural inspection.</i></p> <p>e) Maintenance of the Green & Playing Fields The football pitch is currently in good condition and has had its final cut this year under the Parish Council's annual contract. However, the football club may request an occasional cut later on. ACTION: <i>It was agreed to ask the contractor for the cost of ad hoc cuts through autumn.</i></p>

9.	<p><u>NEWSLETTER</u> To Agree Items for the December Issue & Approve the Print Run to be in Colour 9:1 Members approved the December issue should be printed in colour, as previous years. One item for the PPC entry will be about the new stage curtains & track for LPH, funded by the surplus income raised at the Dragon Festival.</p> <p>9:2 Members approved GBC's entry about flooding prevention works to properties, proposed for the March issue.</p>
10.	<p><u>CHAIRMAN'S CONCLUSION</u> To Receive Chairman's Notices & Members' Questions & Agree Items for the next Meeting <i>It agreed that there will be no meeting of the Parish Council in December. Dates will be circulated for the next meeting in January, to be held in time for agreement and submission of the Precept for 2020-21.</i></p>

The meeting ended at 10.37pm.

Signed.....

Date.....