

PIRBRIGHT PARISH COUNCIL



Minutes of the Meeting held at Lord Pirbright's Hall (Green Hut Meeting Room) on Tuesday 9th November 2021 at 7.30pm

The meeting was held in the Green Hut Meeting Room adjacent to Lord Pirbright's Hall, with details available for members of the public in advance.

Those present:

Councillors

Cllr Fidgett (Chairman)
Cllr Woollett (Vice Chairman)
Cllr Austin
Cllr Godfree
Cllr Watson

Officers of the Council

Mrs Helen Myers (Clerk/RFO)
Mrs Lindsay Graham (LPH Secretary)

Also in attendance

Cllr Keith Witham (Borough & County Councillor)
A member of the Affordable Rural Housing Team

1.	<p><u>FORMALITIES</u></p> <p>1.1 To Receive Members' Apologies for Absence The Chairman welcomed council members and Ms Louise Williams from the Affordable Rural Housing Team to the meeting. Apologies for absence were received from Cllr Eason and Cllr Richmond.</p> <p>1.2 To Receive Members' Declarations of Interest on Any Agenda Item below No declarations were declared.</p>
2.	<p><u>MINUTES</u></p> <p>2.1 To Approve the Minutes of the Previous Extraordinary Meeting (05/10/2021) RESOLUTION: <i>The Minutes of the previous meeting (05/10/21) were approved by all members present and signed by the Chairman.</i></p> <p>2.2 To Receive the Clerk's Report and matters arising <u>Parish Bench, Bus and Car Park Inspection</u> A full bench, bus shelter and car park inspection was performed by the Clerk on 3rd November 2021 and there are no issues to report.</p> <p><u>Annual Playground Inspection</u> The Clerk is also performing weekly Playground Inspections, however the annual Safety Inspection (undertaken in August each year) is not included in the annual insurance premium with BHIB. BHIB are able to provide an additional Inspection Policy at a cost of £293.33. The Clerk would recommend accepting this additional safety inspection fee. RESOLUTION: <i>Members agreed to approve this additional Inspection Policy fee.</i></p> <p><u>The Little Green</u> The young copper beech tree on the Little Green has died. This was trimmed very badly by the grass contractors in the Spring. The contractors have agreed to replace the tree with a matching one in the coming weeks.</p> <p><u>Drainage to Sports Fields</u> As part of a Section 106 Grant, and as approved by the council, the ditch along the woodland edge was dug out and additional drains were laid across the field. This was completed at a cost of £3,700.00. An invoice for this work has been submitted to GBC.</p> <p><u>Resurfacing around Play equipment and Slide Repairs</u> As part of a Section 106 Grant, Wetpour surfacing has been installed around the large set of swings and also the slide by the playground specialists, Wicksteed. This was completed at a cost of £6,541.95. An invoice for this work will be submitted to GBC in due course.</p>

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	<p>Just prior to the surfacing installation, a local contractor replaced the corroded legs of the slide with the new replacement parts, purchased earlier in the year. The contractor has submitted an invoice in the amount of £500, which will be met from the 2021-22 budgeted playground spend.</p> <p><u>The War Memorial</u></p> <p>It was brought to the council's attention that the carved Christ was coming away from the cross and that the dowels have failed. The top of the cross is also showing signs of deterioration. The Clerk sourced three ratchet straps to secure the figure, is in the process of gaining quotes from master craftsmen for repairs, and is in the process of submitting an application for a grant from the War Memorials Trust fund. The Clerk will report on progress at the next meeting in January 2022.</p> <p><u>Grass Contract for March 2022 – October 2022</u></p> <p>The Clerk is in the process of setting the budget for 2022 – 2023. The current grass contractor will be increasing their costs by 5.25% for 2022. The Clerk has contacted three other grass contractors and will be circulating their quotes when they are received. The Council will be required to select a contractor for 2022 in due course.</p> <p><u>Flood Forum – 3rd December 2021</u></p> <p>The Clerk has arranged the next Flood Forum meeting for 3rd December 2021. Any issues the Council would like to raise should be sent through to the Clerk as soon as possible.</p>
3.	<p><u>PUBLIC FORUM & COMMUNICATIONS</u></p> <p>3.1 To Receive any Representation from Members of the Public</p> <p>3.1.1. There were no representations.</p> <p>3.2 To Receive a presentation from the Affordable Rural Housing Team</p> <p>3.2.1. A presentation was given by a member of the Affordable Rural Housing Team who works with various rural boroughs around Surrey. They are seeking Parish Council support to survey Pirbright to assess the current affordable housing need. The last survey was performed in 2012 when 12 households were on the housing registered waiting for affordable housing within the village. Establishing suitable sites for affordable housing in the borough remains a challenge as only land abutting a settlement can be considered along with other strict criteria, however the Team would welcome the opportunity to conduct a survey which would not incur any cost to the Parish Council.</p> <p>The Council thanked the representatives for their presentation.</p> <p><i>ACTION:</i> <i>Members of the Council agreed to carry this item over to the January meeting when the Council would make use of the local plan and other maps to consider the geographical areas around the parish.</i></p> <p>3.3 Recent Communications Sent & Received</p> <p>3.3.1 A resident of the village reporting fly tipping in the disabled parking bays opposite the Church. The Clerk forwarded the GBC Fly Tipping reporting link for the resident to complete. The fly tipping has since been removed.</p> <p>3.3.2 A resident of the village contacted the Clerk to let her know that one of the Canada Geese had a limp. The concerned resident forwarded a video of the goose, which could not put weight on that leg. The Clerk thanked the resident and observed the various groups of geese over the following weeks but could not see a goose displaying an injury or limp.</p> <p>3.3.3 Various residents of Gole Road contacted the Clerk at various times throughout October to report more tree cutting on Site 2, more spoil arriving and being spread on Site 1 and a very large excavator being driven from Site 1 to Site 2 which residents felt should not be driven on the highway. The Clerk has raised a new enforcement complaint with GBC for the importation of soil and the changing of levels on Site 1 and Cllr Witham continues to press GBC for a meeting to discuss what action GBC are able to take against further development of these sites without planning permission.</p> <p><i>ACTION:</i> <i>Cllr Witham has organised a meeting with GBC Planning and Enforcement Teams. PPC will also attend this meeting and report back at the next meeting.</i></p> <p>3.3.4 A resident of the Ash Road has again requested that the Parish Council look at working with Surrey Highways to erect signage directing HGVs to use alternative routes, rather than travelling through the village. The Clerk has emailed Surrey Highways to ask that they look again at HGVs coming through the parish.</p>

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	<p>ACTION: The Clerk will follow up with SCC's HGV Watch scheme to request that Pirbright is considered for a pilot scheme. The Clerk will also follow up with SCC Highways to seek their views on the problem.</p>
<p>4.</p>	<p><u>HEALTH & SAFETY</u> 4:1 To consider any Health & Safety Issues arising since the last Meeting.</p> <p>a) Following the tragic death of MP Sir David Amess, the potential security risks to Councillors and staff was discussed. A suggestion was made that a panic button could be installed in the Green Hut meeting room.</p> <p>ACTION: The Clerk will look into the possibility of installing a panic button in the Green Hut and present at the next parish meeting.</p>
<p>5.</p>	<p><u>REPORTS (for information, unless urgent action is required)</u> To Receive Updates on:</p> <p>a) Community Sports Pavilion Cllr Fidgett reported that there is no real progress on this project. Officers looking at the bids had stated that they would be asking follow-up questions before progressing the project, but these questions were still awaited. The balance of the pavilion account currently stood at £4,927.89. It was reported that the Cricket Club were in the process of setting up a GoFundMe page and it was also reported that GiftAid status had been achieved.</p> <p>b) Lord Pirbright's Hall The LPH Secretary reported that quotes were being sought for a replacement cooker and that arrangements for the Christmas event were in place. The event will begin at 5pm on Saturday 4th December 2021 and is entitled a Celebration of Lights, to run in parallel with the Pirbright Art Exhibition taking place in the hall. The Chairman will switch on newly acquired external lights and entertainment and refreshments will all be provided by village caterers and artists. Cllr Woollett stated that he had been in discussion with a local school caretaker who is willing to speak to the LPH Trustees about taking on some of the outstanding caretaker's duties at the hall. ACTION: Cllr Woollett will arrange a meeting and report back to the council at the next meeting.</p> <p>c) Queen's Jubilee Event 2nd – 5th June 2022 The Clerk informed the members that discussions had taken place with an existing Pirbright Society to get ideas for the Jubilee Luncheon. A date of Saturday 4th June 2022 had been agreed for the luncheon and the Clerk has booked the LPH hall for the event. A local war-time singer has been approached and provisionally booked for the event and the village butcher has been approached to supply the cold meats for the lunch. It was stressed that this would be a non profit making event for local parishioners over the age of 70yrs. The luncheon would be free for all invitees with an outdoor picnic on the green also being encouraged with catering being organised by PPC. Cllr Woollett suggested he could speak to the founder of Pirbright Arts to see if he would be interested in providing entertainment for children attending the outdoor picnic. Cllr Witham suggested that a grant from him might be available in the next financial year (2022) and that the Clerk should approach him swiftly in April 2022 to secure this funding. ACTION: Cllr Woollett to approach Pirbright Arts. The Clerk and LPH Secretary to continue making arrangements for the event and to report on progress at the next meeting.</p> <p>d) To Receive a Report from the District / County Councillor (for information only) Cllr Witham circulated his monthly update prior to the meeting. This included the following: A request for Conservation Volunteers to clear a part of Pirbright heathland on 13 December 2021. An announcement of the forthcoming installation of average speed cameras on the Pirbright bends by Surrey Police and an update on Surrey CC's plan to be carbon zero by 2050. Cllr Witham has also made contact with the new SCC representative on the Farnborough Airport Consultancy Committee, Cllr David Lewis and will be liaising with him over the increase in air traffic from Farnborough Airport. Cllr Witham announced that a meeting regarding the unauthorised planning activities at Gole Road had been organised for 16th December 2021 with officers at GBC, with PCC also in attendance. Cllr Witham will report the outcome at the next meeting.</p>

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<p>6.</p>	<p><u>FINANCE & GOVERNANCE</u></p> <p>6.1 To Approve the Receipts & Payments for October 2021 A list of receipts and payments and bank reconciliation for the month of October 2021 were circulated to all members. RESOLUTION: <i>Members unanimously approved the schedules for October 2021 and they were duly signed by Cllr Fidgett.</i></p> <p>6.2 To Receive Final Accounts from the Summer Fair Committee Spreadsheets giving a breakdown of the receipts and payments were circulated prior to the meeting. RESOLUTION: <i>The figures were discussed and approved. Members unanimously gave their permission for the surplus funds to be released to the Church and the Parish Council.</i></p> <p>6.3 To Sign the Service Level Agreement between GBC & PCC in relation to the Welcome Back Grant The Agreement was circulated prior to the meeting. RESOLUTION: <i>The Service Level Agreement was unanimously approved by members present. It was then sealed with the PPC wax seal by Cllr Fidgett and signed by the Chair and Co-Chair of the Parish Council.</i></p>
<p>7.</p>	<p><u>PLANNING</u></p> <p>7.1 To Review applications received and agree comments under Delegated Powers unless Members request consideration of any Item</p> <p>21/P/01820 (Sunnyside, Rowe Lane, GU24 0LX Front entrance gates and new fencing (retrospective application).) PPC Response: While PPC seek to balance the freedom of residents to undertake development consistent with the environment of the parish, in this case PPC object to the erection of close boarded timber fencing across the frontage of the property and the corresponding gates, which are both of a height and style that is incompatible with the rural location and nature of Rowe Lane. This is an important and well used pedestrian route linking Fox Corner and Pirbright villages and is well outside the settlement boundaries. The introduction of such a suburban feature has a clear and adverse impact on the openness of the Green Belt and is a clearly visible encroachment of an urban form in a countryside location (see photo below). The presence of the fence has caused local concern for the last year prior to this retrospective application. Further, the erection of boundary gates and fences of such height and form reduces natural surveillance of Rowe Lane and breaks the connection between people, homes and the wider community. In this location, boundaries are characterised by native hedges and lower rural estate or post and rail fencing and the trend to the introduction of high solid timber fencing is a modern addition that is eroding the traditional character of the village. While outside the conservation area, the importance of turn of the century houses of this nature and their relationship with the countryside context is important in the local character of Pirbright. The subsequent planting of the yew hedging to mask the fence appears a belated response to hide the structure, but its presence and that of the gates is clearly still felt. The fencing is plainly not justified by reference to noise from the road (no evidence is submitted) which are issues that all houses within the area are subject to. Similarly, a fence of an appropriate height would be sufficient to contain pets and children. Deer are an issue for gardeners in any rural area but do not necessitate all properties being sealed off behind a perimeter wall of 2m high fencing. Rowe Lane is a quiet, rural lane of particular character and the harm arising from this and the precedent it would set are wholly unwelcome and contrary to Green Belt and design policy. It has an established character that is harmed by the introduction of high boundary fencing of this nature. It is clearly at odds with policies P2 Green Belt, D1 and G5 which require new development to protect the openness of the Green Belt and protect the countryside from encroachment, and to respect the character and appearance of each location and not impose design solutions that are out of keeping and harmful to the street scene. While the applicant's agent claims precedent from other fences in the area (though not on Rowe Lane) those that are referenced are the exception and not the rule and do not justify further harm to the character and appearance of the area..</p> <p>21/P/01833 (Sunset Cottage, Church Lane, GU24 0JJ Constructing additional bedroom and en-suite bathroom in roof space of existing dwelling.) PPC Response: PPC raise No objection. This introduces a reasonably sized dormer window section to the roof form, which would be visible within the conservation area and from Blind Lane, but given the nature of the existing bungalow and its existing roof form, the impact of this would be limited and does not result in significant additional volume. Subject to conditions on materials and details to match the existing roof and be appropriate painted timber or conservation specific windows.</p>

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21/T/00264 (Burrow Hill Cottage, School Lane, GU24 0JW T1 Cherry - reduce crown by 15-20%. This is a Parish tree, T2 Cherry - reduce crown by 25-30%. This is a Parish Tree. T3 Cherry - fell due to close proximity to the house and wooden hut replacement (Pirbright Conservation Area).

PPC Response: No response was submitted.

21/P/01917 & 21/P/01918 (Hay Loft and Grooms Cottage, Mill Lane, GU24 0BN Full and Listed Building Consent: Removal of internal partition to remove the flying freehold and reincorporate the second story part of Grooms Cottage back into Hayloft. Erection of a single storey rear extension to Grooms cottage and internal alterations).

PPC Response: PPC will submit a response in due course.

21/T/00258 (Pirbright Tennis Association, Pavilion, School Lane, Pirbright, T1 Oak - crown lift to 4m, reduce crown by 2m, leaving an anticipated crown spread of 6m and crown height of 12m (Tree Preservation Order no 11 of 2009 & Pirbright Conservation Area))

PPC Response: PPC will submit a response in due course.

21/P/01959 Roughways, Chapel Lane, GU24 0LU Insertion of rear facing dormer window Erection of detached study and gym/studio following demolition of existing detached garage

PPC Response: PPC will submit a response in due course.

2/P/02022 Tarrens, The Green, GU24 0JT Full and listed building consent re construction of garden room to rear

PPC Response: PPC will submit a response in due course.

21/P/02001 5 New Cottages, Vapery Lane, GU24 0QE, Loft conversion with the inclusion of a window to side gable flank wall & 2 conservation style roof windows to rear roof elevation, replacement sash windows to front elevation.)

PPC Response: PPC will submit a response in due course.

8. HIGHWAYS & ENVIRONMENT

8.1 To Receive and Update on Tree Management

The Clerk is currently awaiting quotes from tree surgeons to carry out the annual works required as per the arboreal tree survey.

ACTION: The Clerk will circulate quotes anonymously to members when received so that works can be approved and undertaken in late November/December 2021.

8.2 To Receive and Update on the Management of the Green

The Clerk is currently seeking quotes from contractors for the maintenance of the village green and sports field for the year April 2022 – March 2023.

ACTION: The Clerk should approach the football club/cricket club groundsman to quote for maintenance works for the sports field for the year April 2022 – March 2023. A decision to appoint next years' contractor will be made at the next meeting.

8.3 To Receive an Update on any Parking and Traffic issues

Cllr Godfree suggested that the proposed speed cameras on the Pirbright bends would benefit the village as a whole hopefully positively impacting existing hot spots such as School Lane, Gole Road and Dawney Hill. Cllr Godfree suggested that when the installation commences that all redundant street furniture should be removed. The lights within Brookwood Tunnel were discussed as they appear not to be working, despite being replaced with LEDs. Cllr Fidgett requested an update on the Gateway signs which were to be replaced on the Aldershot Road and Cemetery Pales.

ACTION: The Clerk should follow up with the SCC Highways Officer on progress with the gateway signs and should also report the Brookwood Tunnel light failure to Network Rail/Skanska and ensure they are replaced as a matter of urgency.

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9.	<p><u>NEWSLETTER</u> To Confirm Items for the December 2021 Issue of the PeriNews It was agreed that the December Issue of the PeriNews should contain a message of goodwill from the Chairman, a request for volunteers for the Heathland clearance day on 13th December 2021 and a message of thanks to all those who volunteer their time to help the village.</p>
10.	<p><u>CHAIRMAN'S CONCLUSION</u> To Receive Chairman's Notices & Members' Questions There were no items.</p>

The meeting ended at 9.30

Signed.....

Date.....