

PIRBRIGHT PARISH COUNCIL



Minutes of the Parish Council Meeting held in the Committee Room of Lord Pirbright's Hall on Tuesday 7th February 2023 at 7.30pm

The meeting was held in the Committee Room of Lord Pirbright's Hall, with details available for members of the public in advance.

Those present:

Councillors

Cllr Fidgett (Chair)
Cllr Woollett (Vice-Chair)
Cllr Austin
Cllr Eason
Cllr Godfree
Cllr Sands
Cllr Watson

Officers of the Council

Mrs Helen Myers (Clerk/RFO)

Also in Attendance

Cllr Keith Witham

Members of the Public

One residents of Village
Three residents living off Dawney Hill

1.	<p><u>FORMALITIES</u></p> <p>1.1 To Receive Members' Apologies for Absence Cllr Fidgett welcomed members, Cllr Witham and members of the public.</p> <p>1.2 To Receive Members' Declarations of Interest on any Agenda Item below No declarations of interest were received.</p>
2.	<p><u>MINUTES</u></p> <p>2.1 To Approve the Minutes of the previous Meeting (10/01/2023) RESOLUTION: <i>The Minutes of the previous meeting (10/01/2023) were circulated prior to the meeting with the Summons. A motion to correct these meetings was raised by Cllr Watson under Standing Order 10(a)(i) with a Resolution to be added to Item 3.2.11 to support the pavement work. This was added by hand and initialled by the Clerk. Cllr Watson also wished to add to Item 5. a) Community Sports Pavilion the words "with YFS approval". With these amendments agreed, the Minutes of the previous meeting were unanimously approved and signed by Cllr Fidgett.</i></p> <p>2.2 To Receive the Clerk's Report on Matters Arising <u>2023 Tree Survey – Item 8.1 on the Agenda</u> This has been arranged for 4th, 11th and 18th April 2023 with the survey being written on the 26th April 2023. The cost will be approximately £2,220.50 excl VAT, dependant on the exact number of trees included in the survey and the number of days the survey takes to perform.</p> <p><u>Mayor's Reception for Chairs and Parish Clerks</u> The Chair and Clerk attended a reception at the Guildhall on 23rd January 2023. The evening included a briefing given by the Leader of the Council, Cllr Julia McShane and Joint Chief Executive, Tom Horwood.</p> <p><u>2023 Parish Elections</u> Elections for Parish Councillors takes place in May every four years. 2023 is an election year and PPC have 7 council seats. Members wishing to stand should submit their registration forms by the due date.</p> <p><u>2023 Coronation – Item 6.4 on the Agenda</u> The Coronation will take place at Westminster Abbey on Saturday 6th May.</p>
3.	<p><u>PUBLIC FORUM & COMMUNICATIONS</u></p> <p>3.1 To Receive any Representation from Members of the Public Two members of the public wished to discuss any actions the Council is proposing in regards to parking on the track on the edge of Sandpits off Dawney Hill. This is Item 8.3.1 on the Agenda.</p>

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Cllr Fidgett moved that this Item be discussed at this time in the Meeting. This was unanimously approved by members. See Item 8.3.1 on the Agenda.

A Trustee of Knowl Hill School wished to address the council to give some background on the School and the parking difficulties its staff were facing with a request to be allocated several dedicated spaces in the Avenue De Cagny Car Park.

Cllr Fidgett explained that this car park was constructed on the Village Green subject to conditions placed upon it that the parking should only be for the benefit of recreational users of the Green and therefore when previously discussed the PPC had agreed that no spaces have been allocated to any of the businesses in the village. Cllr Fidgett has arranged to visit the school and bring back any further comments to be discussed at next meeting on 7th March 2023.

3.2 To Consider Recent Communications Sent & Received

3.1 Potholes at the end of Avenue De Cagny (Cricketers end) were reported to Surrey Highways (Reference No: 2474548) and were repaired.

3.2 Potholes have emerged in the Avenue De Cagny car park. The Clerk has received a quote from a local contractor in the sum of £284 plus VAT to repair the 3 potholes. The same contractor has quoted £102 plus VAT to repair the 2 potholes at the entrance to LPH. Members agreed to carry out the work at this price.

RESOLUTION: *Cllr Fidgett proposed this motion, Cllr Godfree seconded this motion. The motion was unanimously carried.*

3.3 The current grit bins at LPH are not SCC bins and no grit is delivered to them. The Clerk has requested an official SCC bin. In the meantime, the Groundsman has purchased grit for the car park and paths across the Green.

3.4 Cllr Sands has observed that the pear tree located on the Green is leaning. The Clerk will ensure this tree is included in the survey due to take place in April 2023.

3.5 A professional caravanner stated that the current signage in the Avenue De Cagny car park was unenforceable and that specific TRO (Traffic Road Order) signage was needed. The Clerk has contacted GBC Parking for guidance.

3.6 Knowl Hill School contacted the parish council to invite members to visit the site to see the services they provide and discuss staff parking. Cllr Fidgett has arranged to visit the school on 10th February 2023.

3.7 A resident of the Village wished to draw the council's attention to an area that has become a turning circle at the end of the track leading off Dawney Hill. This Item will be discussed under Item 8.3.1 of the Agenda.

3.8 A donation towards the printing of the PeriNews was received on 30/01/2023 from the Pirbright Horticultural Society who appear monthly within the newsletter. Thanks were sent to the Chair of the PHS.

3.9 The new Pirbright girls' football team Coach contacted the Clerk to find out how to book the pitch for taster sessions running from March through to July. The Clerk forwarded the enquiry to the LPH Trustees.

3.10 GBC have confirmed that the PPC Book of Condolence has been digitalised. The original pages will be bound as one book and will be kept at Guildford Museum.

3.11 For information - A resident living on the Aldershot Road (close to the Royal Oak) is seeking traffic calming (road tables) and a reduction in the speed limit.

3.12 The FOPS would like to request a donation from PPC to be included as a prize in the School's Easter Draw. This Item will be discussed under Item 6.5 of the Agenda.

3.13 The newspaper cupboard outside the side door of LPH is broken. Residents have requested that this be replaced by PPC. Members discussed this and agreed that PPC is providing a service to the community by providing a communal storage facility which also acts as a place for residents to come together.

RESOLUTION: *Cllr Fidgett proposed the motion that PPC should replace the cupboard, Cllr Woollett seconded this motion. The motion was unanimously carried.*

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	<p>3.14 Netflix contacted the Clerk to say that filming may be going ahead. The Locations Manager will keep in contact and the Clerk will keep the Council informed.</p> <p>3.15 The Clerk contacted the GBC Housing Officer to discover how many garages the borough were privately renting to local residents. The Housing Officer has reported that records are being updated for the two locations in Pirbright (Rapley's Field & Thompsons Close). The Case Officer is compiling an accurate list of how many garages are owned by GBC and the renting process and will report back to the Clerk.</p> <p>3.16 A resident reported that the Gateway signs on the Aldershot Road are lying on the ground. The Caretaker has stored the signs in PPC storage. Surrey Highways have been informed.</p> <p>3.17 The safety tiles were replaced under the infant swings on Monday 6th February 2023. This project was undertaken with the assistance of GBC Grant Aid. The resurfacing totalled £2,446.77 excl VAT.</p> <p>3.18 The Church requested the use of the Little Green on 9th February 2023, this was agreed.</p> <p>3.19 A wooden bollard on Avenue De Cagny had been damaged. The Caretaker will attempt to repair it.</p>
4.	<p>HEALTH & SAFETY 4:1 To consider any Health & Safety Issues arising since the last Meeting (10/01/2023) Cllr Fidgett had been approach to suggest the Council should install a life ring close to the pond. ACTION: <i>The Clerk will seek advice from PPC's insurer and from GBC and report to the next meeting.</i></p>
5.	<p>REPORTS (for information, unless urgent action is required) To Receive Updates on:</p> <p>a) Community Sports Pavilion, including proposed name for the Pavilion Cllr Fidgett circulated a note prior to the meeting on progress. The project is reaching first fix internally and YFS are happy with the monthly updates being submitted. Local pledges total circa £90K to date. PPC will need to provide an interim monitoring report to YFS shortly. At present the works seemed to be on budget with the exception of the additional ASHP cost and new water main but this was under regular review. The day to day management of the Pavilion will need to be established and Cllr Fidgett proposed a Pavilion Working Group be formed to progress matters and report back to full council. PPC Councillors who will sit on the Pavilion Working Group with representatives from other Clubs and Societies will be Cllr Fidgett, Cllr Woollett and Cllr Watson. RESOLUTION: <i>The motion to form a Pavilion Working Group was proposed by Cllr Fidgett and seconded by Cllr Austin. The Motion was carried unanimously.</i></p> <p>b) Lord Pirbright's Hall Cllr Woollett announced than an advert had been placed in the Perinews to find a new LPH Secretary. The asbestos was being removed from the under stage area and plasterboard erected. GBC Grant Aid for new external doors had been granted and would be fitted in the new financial year. An application for Jubilee Funding for village halls had been submitted and was moving to the second stage and the LPH Trustees would be meeting to discuss future capital projects. It would contribute up to 20% of the cost if the application was successful, so there was still a large part for LPH to fund.</p> <p>c) Report from Borough/County Councillor Cllr Witham distributed his monthly statement ahead of the meeting.</p>
	<p>FINANCE & GOVERNANCE 6.1 To Discuss & Approve the Receipts & Payments for January 2023 A list of receipts and payments for the month of January 2023 was published prior to the meeting. This was discussed and approved by members. RESOLUTION: <i>Cllr Fidgett proposed to approve the January Receipts & Payments, this motion was seconded by Cllr Woollett. The motion was unanimously carried and the statement was signed by the Chair.</i></p> <p>6.2 To Discuss & Adopt the latest NALC Model Standing Orders Members were provided with the most up to date version of the NALC Model Standing Orders. These were discussed subject to considering any detailed drafting amendments to be brought to next meeting. RESOLUTION: <i>Cllr Fidgett proposed to adopt the NALC Model Standing Orders, this motion was seconded by Cllr Watson. The motion was unanimously carried.</i></p>

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	<p>6.3 To Discuss the Summer Fair to take place on the Green organised by the Church A list of proposals, produced by the Church was circulated to members prior to the meeting. These proposals were discussed and members requested that a copy of the previous Summer Fair Agreement between PPC and the Church should be amended and issued to both parties. RESOLUTION: <i>Cllr Fidgett proposed to approve the plans submitted by the church, subject to the enactment of an Agreement between the church and PPC covering the event, this motion was seconded by Cllr Woollett. The motion was unanimously carried.</i></p> <p>6.4 To Discuss possible Coronation events (Monday 8th May 2023) Members discussed this and determined that if PPC could provide catering vans in the LPH car park that this would act to encourage the community to come together to celebrate the Coronation. RESOLUTION: <i>Cllr Fidgett proposed to approve the initial planning of a celebratory event, this motion was seconded by Cllr Watson. The motion was unanimously carried.</i></p> <p>6.5 To Discuss a request from FOPS for a Raffle Prize The Chair of FOPS requested a donation for their Spring raffle. Members agreed to provide a prize of the Main LPH Hall and Kitchen as a venue for celebration. PPC would reimburse LPH for cost of this prize. RESOLUTION: <i>Cllr Fidgett proposed to approve donating a prize of the LPH Main Hall and Kitchen as a venue to FOPS, this motion was seconded by Cllr Austin. The motion was unanimously carried.</i></p>
7.	<p>PLANNING</p> <p>7.1 To Review applications received</p> <p>22/P/01802 (Mazamboni Equestrian Centre, Stanley Hill, Pirbright, Woking, GU24 0DN) Replacement of the existing sand school, horse walker and reinstatement of the tennis court including an extension of existing access track and new bund beside new sand school. PPC's Response: <i>Pirbright Parish Council raise an objection to the proposed development which is considered to have an unacceptable impact on the Green Belt and its openness, contrary to policies of the NPPF and Guildford Local Plan. The application involves significant development within the open countryside and Green Belt outside of any settlement and increases the impact of development on the openness of the Green Belt, leading to increased urbanisation. The proposal is considered contrary to Policy P1 of the Guildford Local Plan which states that inappropriate development will not be permitted unless very special circumstances can be demonstrated. Very special circumstances will not exist unless the potential harm to the Green Belt by reason in inappropriateness, and any other harm is clearly outweighed by other considerations. The proposal appears to result in the loss of trees and woodland and fails to justify this or demonstrate BNG, contrary to policies P6/P7 of the Development Management Policies. The location is within close proximity to the Thames Basin Heaths SPA and is contrary to policy. Following discussion, this objection was proposed by Cllr Fidgett and seconded by Cllr Eason. The motion was unanimously carried.</i></p> <p>23/P/00032 (Ivory Cottage, Malthouse Lane, Worplesdon, Guildford, GU3 3PS) Single storey rear infill extension and front porch along with changes to fenestration PPC's Response: <i>Pirbright Parish Council raise no objection subject to conditions to restrict hours of working to exclude Sundays and bank holidays and Saturday afternoon and materials to match existing. Following discussions, this Planning Response was proposed by Cllr Fidgett and seconded by Cllr Austin. The motion was unanimously carried.</i></p> <p>22/P/02071 (Basingstoke Canal towpath, Pirbright, Guildford, GU24 0PN) Installation of street light poles at locations stated alongside the rail track. PPC's Response: <i>Pirbright Parish Council raise no objection to this application. Following discussion, this Planning Response was proposed by Cllr Woollett and seconded by Cllr Watson. The motion was unanimously carried.</i></p> <p>22/P/02057+22/P/02058 (Hay Loft and Grooms Cottage, Mill Lane, Pirbright, Woking, GU24 0BN) Full and Listed Building Consent for the removal of internal partition to remove the flying freehold and reincorporate the second-storey part of Grooms Cottage back into Hayloft. Erection of a single storey rear extension to Grooms cottage and internal alterations. PPC's Response: <i>Pirbright Parish Council raise no objection. The reinstatement of the original boundaries to the properties, if carried out sensitively, are considered consistent with the original character. This Planning Response was proposed by Cllr Fidgett and seconded by Cllr Watson. The motion was unanimously carried.</i></p>

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	<p>22/P/02123 1 Law Meadows, Pirbright, GU24 0BF) Erection of single storey side extension PPC's Response: PPC would not normally raise concern over reasonable domestic extensions, in this case however, the history of the development at Law Meadows is relevant when the houses constructed maximised the permitted increase over the previous buildings on site under the terms of the NPPF so as not to be materially larger than the buildings they replaced with consequent impact on the openness of the Green Belt. As such PPC must raise an objection and are concerned at the overall volume and footprint of the buildings on the Law Meadows site, which exceed the provision made overall. That decision maximised the volume allowed within Green Belt and additional development would be disproportionate and contrary to Policy P2 of the Local Plan and the NPPF, harming openness. Following discussion this Planning Response was proposed by Cllr Woollett and seconded by Cllr Godfree. The motion was unanimously carried.</p> <p>7.2 To consider a possible Planning Breach at Greenways, Ash Road, GU3 3PP Various enforcement issues have been raised at this location. The Parish Council are liaising with the Borough and District Councillor and are awaiting the outcomes of those enforcement issues raised by the Parish Council, Cllr Witham and neighbours. Cllr Woollett will report on progress at the next parish meeting. It was unanimously agreed by members that PPC continue to raise objections to the use of the dwelling as a rehabilitation hostel. Following discussion this was proposed by Cllr Fidgett and seconded by Cllr Woollett and unanimously carried.</p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8.1 To Receive and Update on Tree Management Aside from the next full tree survey that has been arranged for April 2023 there were no other updates to report.</p> <p>8.2 To Receive an Update on the Management of the Green There were no updates to receive.</p> <p>8.3 To Receive an Update on any Parking and Traffic issues Aside from the request for permanent staff parking in Avenue De Cagny which will be addressed again at the next meeting, there were no further updates to receive.</p> <p>8.3.1 Parking on the Track leading from Dawney Hill to the Sandpits Cllr Fidgett stated that the deeds and TP1 forms in PPC's possession had been examined and further Land Registry copies of forms had been obtained. These plans confirmed the extent of PPC ownership but PPC felt the plans did not make clear enough the different sections of the grounds that were subject to particular restrictions and in particular did not clearly show the location of the car park referred to in the transfers. PPC requested help from the residents in locating further coloured plan copies from the time of the original transfer. Once PPC have the necessary plans and supporting evidence, they will take a view on any further action to enforce their obligation to not allow parking outside the defined car park. Once PPC have established if it can lawfully act and should act, PPC will inform the residents of what action will be taken. PPC aim to do this at the next meeting on 7th March 2023.</p>
	<p><u>NEWSLETTER</u></p> <p>To Confirm Items for the March 2023 Issue of the PeriNews It was agreed that the March Issue of the PeriNews would contain an announcement of the 126th Annual Parish Meeting on 24th April 2023 and an update on the Pavilion project.</p>
10.	<p><u>CHAIRMAN'S CONCLUSION</u></p> <p>To Receive Chairman's Notices & Members' Questions There were no Notices or Members' questions.</p>

The meeting ended at 9.45pm

Signed.....

Date.....