

PIRBRIGHT PARISH COUNCIL



Minutes of the Parish Council Meeting held in the Committee Room at Lord Pirbright's Hall on Tuesday 9th June 2026 at 7.30pm

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

Those present:

Officers of the Council

Mrs Helen Myers (Clerk/RFO)

Councillors

Cllr D Woollett (Chair)

Cllr L Graham

Cllr K Rowe

Cllr M Watson

Members of the Public

Jonathan Lord

Three members of the public were present

1.	<p>FORMALITIES</p> <p>1.1 To Accept Apologies and reasons for Absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) Apologies of absence were received from Cllr Austin who was travelling and Cllr Sands who was recovering from surgery. These apologies were formally accepted by those present.</p> <p>1.2 To Accept and Receive Members' Declarations of Interest on any Agenda Item below None were declared.</p>
2.	<p>MINUTES</p> <p>2.1 To Approve the Minutes of the previous Meeting (12/05/2026) A copy of the draft Minutes was circulated to members prior to the meeting and a draft version was published on the website. Upon consultation with members, Cllr Woollett declared that the Minutes were an accurate reflection of the previous meeting and motioned to sign the Minutes dated 12/05/2026. RESOLUTION: A motion to approve and sign the Minutes of the previous meeting (12/05/2026) was proposed by Cllr Graham and seconded by Cllr Watson. The Minutes were unanimously approved and signed by Cllr Woollett.</p> <p>2.2 To Receive the Clerk's Report on Matters Arising Waffle Tram Annual Agreement The draft Agreement will be discussed under Agenda Item 6.2.</p> <p>Armed Forces Day –Saturday 27 June 2026 11am – 2pm So far, costings indicate that the joint event will come in at £3,400 with £3,300 having been secured in funding through PPC sponsors and MoD sponsors. The event has been publicised in the monthly newsletter, the PPC website and social media and the MoD are handing out flyers at various locations. Cllr Witham is once again supporting this event with a grant from his personal councillor fund. This grant will be used to engage two professional security personnel to manage the closure of Avenue De Cagny and ensure the safety of the event and the Parish Council would like to thank Cllr Witham for his continued support of this community event.</p> <p>NALC Legal Update Webinar 02/06/2026 The Localism Act has been reviewed to bring into legislation that Councillors' home addresses will no longer be published on Registers of Interests. The addresses will be known by the governing body but not published.</p> <p>Local Council Clerk Week is back from 8–12 June, celebrating the clerks who keep Surrey's town and parish councils running smoothly. SALC states that Clerks are at the heart of local action advising</p>

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	<p>councillors, coordinating projects, securing grants and delivering key community events. From environmental initiatives to remembrance parades, they make things happen. They are professionals balancing governance, HR, finance, legislation, and hands-on community leadership. This June, SALC encourages councillors to thank their clerks and revisit NALC's <u>The Good Councillor's Guide to Employment</u> to ensure the strong support they deserve is in place for them.</p>
<p>3.</p>	<p><u>PUBLIC FORUM & COMMUNICATIONS</u></p> <p>3.1 To Receive any Representation from Members of the Public Two members of the community came to address the parish council in regards to a parcel of land that they own to ask for ideas on how best to manage the land most efficiently. Cllr Woollett stated that PPC would be happy to work together with the group and share ideas.</p> <p>3.2 To Receive Communications Sent/Received</p> <p>3.2.1 The Cricket Club notified the Council that Jeffries were going to apply weed killer to the cricket outfield on 22/5/26 at their cost.</p> <p>3.2.2 The Pirbright (Junior Girls) Football Club is putting together a new management team with Lee S (Chair), supported by Jennie L, Glenn I and George I. They are working with Callum M to improve the ground over the next few seasons. The reduced size junior pitches will ultimately mean no cross over with the cricket outfield and further improvements to the drainage on the pitches will mean more play throughout the football season. Looking to the future the girls teams are looking to expand and also be joined by a junior boys team in 2027.</p> <p>3.2.3 The Pirbright Historians contacted the Clerk to let her know that the World War I Vol II book had been completed and bound. A copy has been given to the Church and a copy to PPC. PPC will display both volumes I and II at the military Meet&Greet prior to the Armed Forces Day event. The Clerk has arranged for both volumes to be displayed in the Pirbright Gallery for the month of November for members of the public to view. This will be promoted at the time via the newsletter and social media.</p> <p>3.2.4 The Twinning Assoc held their traditional Vin d'Honneur on 06/06/26 at LPH. Reception drinks ran from 7pm. The Association extended an invitation to the Chair of PPC who attended giving a welcome speech.</p> <p>3.2.5 SCC have drawn conclusions from the speed data cables that were laid across Vapery Lane in May and this data has been forwarded on to Vapery Lane residents. The data was drawn from over 1,000 cars, vans and motorbikes who used the Lane in a period of a week. The signposted speed is 30mph. The data showed that across the span of just over 1,000 vehicles, 2 motorbikes and 5 cars/vans travelled at a speed greater than 30mph and less than 41mph. As a result, SCC have added Vapery Lane to a list of roads to have the speed reduced from 30mph to 20mph. This will be the responsibility of the new Unitary Authority when it comes into force.</p> <p>3.2.6 Feedback from Church Fair. The event went well despite the weather. The following were just points to note:</p> <ul style="list-style-type: none"> • Middle bollard problematic • Isolation box next to the water tap is missing its cover • Power supply to outside electricity was not working due to the timer switch not properly disengaging • The outside tap is still dripping
<p>4.</p>	<p><u>HEALTH & SAFETY</u></p> <p>4:1 To consider any Health & Safety Issues arising since the last Meeting (12/05/2026) Safety around the pond was discussed and it was felt that the parish council were accurately following the insurance company's recommendations.</p>
<p>5.</p>	<p><u>REPORTS (for information, unless urgent action is required)</u></p> <p>To Receive Updates on:</p> <p>a) Report from Borough & County Councillors Cllr Witham circulated his monthly newsletter. Jonathan Lord attended the meeting and gave an update on the shadow council.</p>

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	<p>b) Community Sports Pavilion Cllr Graham stated that P Sawyer has become the DPO for the Pavilion and has been working towards having the Pavilion registered as a food provider.</p> <p>c) Lord Pirbright's Hall Cllr Graham stated that the doors had been ordered. The Net Zero survey had been received and shared with Councillors. Further energy saving measures have been suggested and will be looked at in the near future. The Pirbright Players had undertaken their own survey on the lights and the recommendation by the assessor was that these should be removed for safety reasons.</p>
	<p><u>FINANCE & GOVERNANCE</u></p> <p>6.1 To Discuss & Approve the PPC Receipts & Payments for May 2026 A list of receipts and payments for the month of May 2026 was circulated prior to the meeting. This was discussed and approved by all members. <i>RESOLUTION: Cllr Woollett moved to approve the May 2026 Receipts & Payments schedule. This motion was proposed by Cllr Rowe seconded by Cllr Watson. The motion was unanimously carried and the list of Receipts & Payments for May 2026 was duly signed and dated by Cllr Woollett.</i></p> <p>6.2 To Discuss and Approve the annual Waffle Tram Agreement The Finance Committee reviewed the annual Agreement and agreed the terms for the 2026-27 period. Councillors then discussed the agreement at the meeting and it was proposed that an increase in pitch fees in line with the rise in the precept should be applied to the Agreement. <i>RESOLUTION: Cllr Woollett proposed to issue the Agreement for the period of 2026-27 with an increase in pitch fee of 10%. This motion was seconded by Cllr Watson. The motion was unanimously carried and the Clerk will issue the Agreement.</i></p>
7.	<p><u>PLANNING</u></p> <p>7.1 To Review applications received 26/P/00598 Research Laboratories, Institute For Animal Health, Ash Road, Pirbright Erection of a single-storey portal frame building to enclose two existing electrical relay station buildings <i>PPC Response: PPC raise no objection to this application.</i></p>
8.	<p><u>HIGHWAYS & ENVIRONMENT</u></p> <p>8.1 To Receive any Updates on Tree Management No reports</p> <p>8.2 To Receive any Updates on the Management of the Green and Local Environment No reports</p> <p>8.3 To Receive any Reports of Parking and/or Traffic Issues No reports</p>
	<p><u>NEWSLETTER</u></p> <p>To Confirm Items for the July 2026 Issue of the Pirbright Village Newsletter It was agreed that the results of the Net Zero survey of the hall would be the subject of the Newsletter article for July. It should also be announced that the doors and will come as a project over the summer.</p>
10.	<p><u>CHAIR'S CONCLUSION</u></p> <p>To Receive Chair's Notices & Members' Questions Cllr Woollett said that as a result of the Twinning visit that it had been suggested that a liquid amber tree with plaque should be planted in both Pirbright and Cagny in memory of Philip Barralet. The Clerk will work with the Pirbright Twinning Assoc to move this forward.</p>

The meeting closed at 21.10

Signed.....

Date.....