



# ALBURY PARISH COUNCIL

Serving Farley Green, Brook, Little London & Newlands Corner

**PARISH OF ALBURY**  
**NOTICE OF PARISH COUNCIL MEETING**  
**Local Government Act 1972**

Minutes of a meeting of Albury Parish Council held on

**Monday 6<sup>th</sup> February 2012 at 7.30pm**

In the **Memorial Library** for the transaction of the under mentioned business.



**Present:** Cllr J Brockwell (in the chair), Cllrs P Gellatly, R Hogben, A Kerslake, K Kinnes,  
G Robinson

Borough Cllrs R Billington and D Wright

3 members of the public

In attendance: The Clerk, Mrs J Cadman

- 19/12 **Apologies for absence** were received from Cllrs N Wenman and J Chapman, and subsequently from Cllr von Radowitz.
- 20/12 **Declarations of interest:** none were made
- 21/12 **Minutes of the Meeting held 9<sup>th</sup> January 2012:** were agreed as a correct record of the meeting and signed by the Chairman.
- 22/12 **Matters Arising**  
*04/12:199/11: Housing needs survey:* this will be delivered throughout the parish in the third week of February.  
*04/12:199/11: Estate Trees on Church Lane:* Cllr Kinnes had spoken to the owner of the house, who had advised that there was no problem at the moment, but that it would arise again later. Cllr Brockwell advised that the owner should raise this concern with the Estate. Cllr Robinson stated that some trees had been removed and it was noted that the Estate had agreed that the cut trees could remain on the site.  
*04/12:210/11: Brook Hill:* the Clerk has received advice that the grip will be installed within Highway's work schedules  
*04/12:210/11b: Farley Green Ditch:* James Browne has still not responded to e-mails  
*15/12:1: Ride Lane:* The Clerk has reported the knocked over signpost to SCC Rights of Way  
*15/12:8: Parish Plan:* The Chairman's letter is included on the front page of *Albury Matters*, and the letter from the Parish Plan chairman has been circulated with the newsletter.  
*15/12:9: Accident in the Street:* Cllr Brockwell reported that the Howicks, whose car had driven off the highway and into the Tillingbourne, were very well considering. The posts had been replaced. It was noted that advice had been taken from SCC Highways when the posts were first installed. It was also noted that all the emergency services had attended the accident, but that no contact had been made with the Council, which indicated that the barrier was not considered to be inadequate. Cllr Brockwell had also spoken to PC Matt Redfern, who had no further comments to make. It was also noted how much the openness of the area was appreciated since the installation of the wooden posts. It was **agreed** that no further action would be taken.  
*Ditch in Warren/Church Lane:* Cllr Brockwell advised that work to clear the ditch would start in the next two to three weeks.
- 23/12 **Clerks Matters arising**  
a) *Format of Mayor's reception and Annual Assembly:* The Clerk advised that both of these meetings would start at 7pm, with a reception. She would source the drinks, and asked councilors to bring a plate of buffet food each, as was customary. Albury Vineyards would give a presentation at the Mayor's reception, and William Moorwood would give a presentation on the Parish Plan at the Annual Assembly. It was also hoped that Sita would present on the landfill site and restoration

plans.

- b) *Farley Green:* Will Carlino is to be married on the 1<sup>st</sup> September, holding his reception at his mother's house at Farley Green, and asked permission to park cars on the Green. This was **agreed**, subject to the usual caveats concerning wet weather and damage.

24/12 **Police matters**

PCSO Paul Hyde was unable to attend but reported as follows:

1. Two vehicles have been stolen recently. One which belonged to a local farmer and one stolen from Albury Park Mansion which was found burnt out in Dorking.
2. The gentleman who has been causing anti-social behaviour in the Village was arrested and is being helped by a mental health team.

Cllr Gellatly had wanted to ask the police about a rumour that a person was moving into Kingsfield who was a known felon. The Clerk would raise this with PC Sharpe.

25/12 **Open Forum:** *members of the public are welcome to attend and to ask questions or make representations*

- a) Mrs Goddard thanked the Parish Council for the flowers, given to her following her recent illness.

26/12 **Committee reports:** *Facilities*

*08/12:i: code for lock on gate in Row lane:* Cllr Gellatly had been advised that the emergency services all had the number. Andrew Saint had said that he would confirm this, but had not done so to date.

*08/12:iii: Tree work at Albury House:* Cllr Brockwell advised that work to the trees had started and that some had been cut down. A condition of the planning approval had been that there should be a meeting on site before work commenced, and Cllr Brockwell would ascertain from GBC whether this had taken place.

*08/12:v: Snow Plough:* the equipment had been delivered to Albury Estate just before the snow came. Anthony had worked very hard at clearing the snow and thanks to him were recorded. The Clerk would write to SCC to say that this arrangement was working well, and copy Albury Estate.

*08/12:vii: Kissing Gates:* The Parish Council had been advised by James Browne that it should have applied for a Licence before any kissing gates were installed, which would have to be supported by relevant landowners. Cllr Brockwell had a recent meeting with the new owners of Mardons who did not raise any objection to the three gates installed on their land. They intend submitting an application to SCC for approval to divert a footpath crossing part of their land and so one kissing gate would not then be needed.

*08/12b: Parking in village hall car park:* A draft letter to residents was awaited from Albury Estate.

27/12 **Committee reports:** *Community Development*

- a) *Minutes of the meeting held 16<sup>th</sup> January:* had been circulated before the meeting.

- b) *Members received a report from Cllr Hogben as follows:*

- i. *Albury Matters:* this had been published and would be delivered to the parish the following day.
- ii. *Riverside garden and picnic site:* Cllr Hogben had circulated a proposal to the Estate to all councilors and it was **agreed** that it should be sent, to see if the Estate was willing to consider this proposal.
- iii. *Diamond Jubilee:* the next committee meeting is on the 7<sup>th</sup> February, a Race Night to raise funds for the event is to be held on the 17<sup>th</sup> March. A programme of events for the event is being finalized.
- iv. *Post office and shop:* Harry Patel has taken over as temporary postmaster. The shop stock is at a critical level and Cllr Hogben expressed his concern that people would move away from using the shop and not come back. He hoped that the extraordinary Parish Council meeting on the coming Thursday would be able to agree a management plan

- c) *Parish Council website:* members were asked to consider a proposal from Maratori, the preferred provider, to take over and update the Parish Council website and to provide support and host the site. The quotation had been circulated before the meeting. Cllr Gellatly had, on the day of the meeting, circulated a quotation from another company which was quite a bit cheaper and it was now not possible to make a decision without further comparisons. The Clerk would liaise with Mrs Carole Robinson, who had done a great deal of work on sourcing a new provider, and a proposal would be tabled at the March meeting. It was noted that the website had been out of date for a considerable time now, and that a decision should be made as soon as possible.

- 28/12 **Committee reports: Village Hall:**
- a) *Minutes of the village hall meeting held 17<sup>th</sup> January:* had been circulated before the meeting.
  - b) *Rent Review:* members were asked to approve a proposed rent increase, calculated in line with the RPI increase of 10.11% since November 2009, as follows: Village Hall: current rent: £2650 pa, revised rent £2917 pa. Library: current rent £150 pa, revised rent £165 pa. this was **agreed**, but the Clerk would ask the Estate if, in the current economic climate, it would be possible not to impose the increase.
- 29/12 **Committee reports: Planning and Environment**
- Planning:** *Planning applications received and planning applications determined by Guildford Borough Council*
- Applications received:** Members to note that minutes from planning meetings and responses to GBC are filed in the planning file, tabled at the meeting.
- Applications determined by Guildford Borough Council**
- 11/P/02030 1 Boundary Cottages,**  
*Erection of entrance porch (additional plans received 22/11/11)*  
 Approved with conditions
- 11/P/02191 land adjacent to Albury House**  
*Construction of two 3 bedroom semi-detached dwellings and associated amenity, landscaping, storage, parking and access arrangements.*  
 Refused. (it was noted that no-one in Albury, with the exception of the Parish Council, had objected to the application).
- Proposal to Empower Parish and Town Councils:** that, in the case of LARGE planning applications containing numerous technical or consultants reports, developers should be exhorted to  
 Attend a Local Council Meeting (or a Town and Parish Meeting) to answer questions on the application; and  
 Provide some funding to help the Local Council make an independent assessment of the application.  
*E.mail from Cllr Ron Bailey of Leiston-cum-Sizewell Town Council and Shona Bendix, CEO of the Suffolk Association of Local Councils had been circulated under separate cover.*  
 Members **agreed** to support this proposal.
- 30/12 **Finance**
- a) Receipts and payments statement to 31/1/12 was tabled at the meeting and noted and approved by all present
  - b) *Cheque list:* the list of invoices approved and cheques drawn from 1/1/12 was tabled at the meeting and noted and approved by all present.
- 31/12 **Star Energy**  
 No updates had been received
- 32/12 **Albury Landfill site**  
 Sita have been asked to present at the Annual Assembly, but had not yet confirmed.
- 33/12 **Jubilee Celebrations**
- a) *Committee:* Members **agreed** the formation of a sub-committee of the Parish Council. This would enable the Parish Council's insurance to cover the celebrations. All monies would be channeled through the Parish Council accounts. Four members were nominated to the committee, three of whom would need to be present at each committee meeting in order for the meetings to be quorate: Cllrs R Hogben, A Kerslake, K Kinnes and G Robinson. The Clerk would undertake all risk assessments, keep records of minutes, receive income and raise cheques and produce statements of account when required. The committee to cease at the end of the Jubilee celebrations.
  - b) *Grant:* Cllr Hogben PROPOSED, SECONDED by Cllr Kerslake that Members agree a grant to the committee of up to £500 towards the costs of providing jubilee celebrations for the village.
- 34/12 **Councillors business:** *for noting or including on a future agenda*

- a) *First Aid Volunteers:* Cllr Brockwell advised that St John Ambulance had trained volunteers in Clandon and West Horsley in CPR and use of a de-fibrillator, so that they could act as first contact in an emergency. He proposed that this should be investigated for Albury and this was **agreed**.  
**Agenda item:** March meeting.
- b) *Tree in Shophouse Lane:* Cllr Gellatly had reported a fallen tree which was obstructing the sight lines.

#### 35/12 **New Correspondence**

- a) *Surrey Minerals and Waste Development framework:* SCC have written to notify the Parish Council of the following:
  - i) *Submission of documents to the Secretary of State for independent examination:* 16th December.
  - ii) *Public hearing:* a pre hearing meeting is to take place on 21<sup>st</sup> February, with public hearings into the aggregates recycling joint DPD scheduled to begin on 20<sup>th</sup> March
 Submission documents were available on CD.

#### 36/12 **Open Forum**

- a) *Web-site:* Mr Lethbridge asked for and received confirmation that committee minutes would be filed on the web site in addition to full council minutes.
- b) *Trees in Church Lane:* Mrs Goddard supported the proposal that the Estate should be spoken to about these.
- c) *Albury House:* Mrs Sherman had not objected to the additional houses at Albury House, but would not write to the Borough Council either in support or against as the last time she had written her address was shown on the website and she had received unsolicited mail as a consequence.
- d) *Council Tax:* Cllr Wright advised that the Borough Council had not increased Council tax this year, and had kept grants to public bodies at the same rate as the previous year.
- e) *Rubbish collection:* Cllr Kerslake advised that there had been no rubbish collection the previous week, and that the Council had stopped supplying black bin bags. The Clerk would investigate

#### 37/12 **Dates of meetings**

Full Council: **Mayors visit** 5<sup>th</sup> March, at 7pm. 2<sup>nd</sup> April 7.30pm, **Annual Meeting:** 14<sup>th</sup> May

Annual Assembly: 16<sup>th</sup> April, 7pm

Facilities: 12<sup>th</sup> March

Community Development: 23<sup>rd</sup> April

Village Hall:

Planning and Environment: 20<sup>th</sup> February, 12<sup>th</sup> March

There being no other business, the meeting closed at 9pm