



# 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 2<sup>nd</sup> February 2015 at 7.30pm**

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



**Present:** Cllr N Wenman (in the chair), Cllrs J Brockwell, P Gellatly, G Robinson,  
S Scott, P von Radowitz  
1 member of the public

In attendance: The Clerk, Mrs J Cadman

- 21/15 **Apologies for absence:** were received from Cllr Hogben  
Apologies were also noted from County Cllr K Taylor and Borough Cllrs R Billington and D Wright
- 22/15 **Declarations of interest:** none were made
- 23/15 **Minutes of the Meeting held Monday 6<sup>th</sup> January 2015:** were agreed as a correct record of the meeting and signed by the Chairman, after the following amendments:  
*04/15:236/14: Section 106 designation:* this was referred to as S105 in the second line.  
*17/15: Councillors business: road closure:* the words *with the understood intention of changing the angle of the road at Brook Crossing* were deleted as this was not accurate.
- 24/15 **Matters Arising**  
*04/15:236/14: Section 106 designation:* SSALC Solicitor, Roger Taylor, has advised that it is not possible to re-designate the criteria for S106 money after the agreement has been signed. Cllr Wenman had subsequently done some research which shows that a Deed of Variation can be done, with the agreement of all parties. Other legislation coming through at the moment will make this easier.  
Cllr Brockwell has a copy of the S106 agreement for the Mansion, and this does not refer to recreation, but to open space, which has a much wider interpretation.  
Action: the Clerk to obtain a copy of the S106 agreement attached to the Mill, and subsequently to arrange a meeting with the GBC officials who had refused to change the designation.  
Cllr Brockwell advised of a firm of solicitors who run an online blog and who deal with S106 agreements. It might be possible to ask for their advice.  
*05/15c: Welcome pack for new residents:* Cllr Gellatly has drawn up a list of possible contents for the pack. He will circulate this for comments and then decide how to progress.  
*17/15a: Road closure at Brook Crossing:* the road is closed for essential maintenance. Cllr Gellatly advised that he had requested a map from SCC of Brook Hill, so that he could ascertain where SCC's responsibility lies, and had also met with a SCC representative to review this.  
*17/15b: Tree at Brook Hill:* this has been removed.  
*17/15c: phone kiosk at Farley Green:* BT have investigated the lack of service and found a faulty cable. As this will take some time to repair, and the phone box is in need of painting, they have waived the invoice for this year.
- 25/15 **Chairman and Clerks Matters arising**
- a) *Website, Dropbox and newsletter report:* the Clerk reported that the website and dropbox are up to date, and there has been no need for a newsletter since the last meeting. Members asked the Clerk to re-send the link and instructions on how to access and use Dropbox.
  - b) *Defibrillators:* The Clerk reported that all defibrillators are in working order. Cllr Scott had also checked the defibrillator at Farley Green and confirmed this.
  - c) *Annual Assembly:* 13th April 2015. The Mayor of Guildford will attend. A presentation on the

Distillery will be given by Ian McCulloch. The meeting will take the usual format.

26/15 **Police matters:**

No report had been received. The Clerk had met PCSO Greg Culross the previous week, and he had advised that shed break in activity had reduced in recent weeks.

27/15 **Open Forum:** *members of the public are welcome to attend and to ask questions or make representations*

- a) *Riverside Picnic area:* in response to a question from Mr Moore, Cllr Wenman advised that this would be discussed under the Community Development report.

28/15 **Committee reports:** *Facilities*

- a) *Grit bin on Blackheath Lane:* Cllr Brockwell advised that the license had been received, and the bin will be filled with grit in the next few days.  
b) *Sherborne hedge:* this has been cut, and the Estate have cut the back of the hedge.  
c) *Lengthsman scheme:* Cllr Brockwell is to meet with Ian Fowler shortly.

29/15 **Committee reports:** *Community Development*

- a) *Passenger refuge:* Mr Moore advised that he had a number of meetings with Cllr Hogben, with the intention of finding a solution to the refuge problem, at the same time as ensuring their own privacy and security. They intend to submit a planning application to change their access, so that the front right hand side of the property is changed to hard standing for people waiting for a bus, with a gate behind to access the private property. Mr Moore asked the parish council to support this, and was asked to show his plans to the planning committee before submitting them to the Borough Council, so that the Council can give advice and support.
- b) *Traffic Calming: village green:* the Council is currently waiting for some information from SCC before seeking quotations for the build-out of the village green. *Gateways:* Rob Fairbanks, Surrey Hills, had suggested doing something on the lines of that being done in Compton, with the quiet lanes initiative in Down Lane, at the entrance to Watts Gallery. The gateway posts will have carved paintbrushes, and Rob Fairbanks suggested chimneys for Albury. Cllr Brockwell considered that all councilors should be party to this decision, which was agreed whilst it was noted that the IGas grant must be used by the end of March.
- c) *riverside picnic area:* work has started to clear the area, but there is a great deal more work to do over the next few months to create an amenity for members of the public to use during the summer. Originally it was also intended to have an overflow car park for the village hall, but this is now not part of the plans.  
Mr Eshelby, Latchmere Estates, had written to the Clerk, raising some points regarding access. The land was originally owned by Latchmere Estates, but it had been swapped with Albury Estates for another piece of land around the Mill. The Estate therefore have right of access over the bridge and will pass this right to the parish council in the lease.  
Mr Moore made the point that the bridge is not very strong however he was advised that there will be no vehicular access over the bridge to the picnic area. The Estate have a duty to maintain the bridge.  
It had been intended to publish some information for neighbours before work began, but it was found that the plans were incorrect and are now being changed. They will be issued in the next week and before any further work is done. Some fencing will also be erected to demark this area from the Mill development. Cllr Wenman said that the parish council would be happy to meet with anyone who wished to discuss this project.
- d) *Allotments:* Cllr Hogben had asked Cllr Robinson if he would take on this project, and he is currently considering this.

30/15 **Committee reports:** *Village Hall:*

- a) *minutes of the meeting held Monday 26<sup>th</sup> January:* had been circulated prior to the meeting.  
b) *Income:* the hall is currently on target to meet the budgeted income of £10,000 for the year. However, it will still make a loss of around £4,000 and its long term viability is always in question, as the loss of one major user would make a significant difference to income.

31/15 **Committee reports: Planning and Environment**

**Planning:**

- a) *Edgeley Park*: the meeting with Dan Ledger and his team had been reasonably successful, and the following had been discussed:
- i. *Residential issues*: GBC would look at the planning decisions relating to the site and any conditions attached, and advised that, if the site had been used for more than 10 years, it was unlikely they would be able to force the company to comply with recreational use. Haufryns would however have to supply the evidence to prove the 10 years residence but this would probably not be difficult.
  - ii. *New development*: Since there is no application for a new development yet, so it was not possible to discuss this in detail. Dan Ledger noted the Parish Council's input as to reasons for the refusal of further development. Cllr Gellatly said that they had quoted policies T6 and T8, which deal with the extension of caravan parks into the countryside.
  - iii. *Raising of the land levels*: GBC accepted that the land had been raised, but disagreed with the amount. There is no requirement for Haufryns to apply for planning permission to put caravans on the site. The matter of water running off into the sand school next door is a civil matter, not an enforcement matter.
  - iv. *Old Sun Club*: GBC agreed that the most recent location of the sun club was outside the licenced area. GBC agreed that since the lodges could not be used for residential use, a condition could be imposed to ensure that they are empty for three months of the year.
  - v. *Traffic violations*: this matter is to be discussed with Surrey Police, and a meeting is still to be arranged.
- b) *Applications determined by Guildford Borough Council*: there had been no new planning permissions since the January meeting.

32/15 **Parish Plan Advisory Committee**

- a) *Minutes from the meeting held 12th January*: had been circulated prior to the meeting.
- b) *Draft Community Led Plan*: the draft plan had been circulated prior to the meeting. The intention is to issue it to parishioners within the next week, once it has been approved by Council, and it will give an update of what has happened since the parish needs survey and outline the various points that came out of the survey and the action that is being considered in each case. Parishioners will be invited to comment, this will then be followed with a public meeting in early April. At the moment it has not been decided whether the public meeting should take the form of a presentation to parishioners, or an open day on a Saturday. Following this, and taking on the comments made at the public meeting as well as those received beforehand, the committee will draft a questionnaire to go out to the village in early May (having been approved by the Parish Council at the extraordinary meeting on the 27<sup>th</sup> April). Cllr Scott believed that the draft plan is too big a document, and won't be read by many parishioners, but agreed that it is very well written and understood that Mr Mingo had wanted to explain the process. He suggested that bullet points for each statement, so that people could pick out the parts that they were interested in. Cllr Brockwell was concerned that the correct process was being followed given that we may proceed to a Neighbourhood Plan, and wanted to ask for a professional opinion at this stage. It was agreed that an approach should be made to the Neighbourhood Plan officer at GBC. Mr Moore said that he would read the document with interest, as he is interested in how the community develops, but wondered how much duplication there would be between this and a public meeting. The discussion was summarized:
- a) Readability of the document
  - b) Ask for a professional opinion before the document is sent out, to ensure that the communication process is right.
  - c) All councilors to read the latest document and report back with their comments before the end of the current week.
  - d) It should be made clear that the document is based on the parish needs survey, put together by the Parish Plan Advisory Committee, drawn from Parish Councillors and from the wider community.

Cllr Brockwell pointed out that 2/3<sup>rd</sup> of the parish will not be affected at all by the proposals, and he wanted to find a way of ensuring that they feel involved and respond to the survey. It was agreed that he and Cllr Wenman would discuss this with Mr Mingo.

### 33/15 Finance

- a) *Management report to 30/12/2014* had been circulated prior to the meeting and was noted. Cllr Brockwell drew members' attention to the overspend on mowing of Farley Green and the Recreation Ground, due to a 2013 invoice being submitted in 2014. There had also been an unbudgeted spend of £1000 on traffic calming.
- b) *Cheque list for January* had been circulated prior to the meeting. The outgoings for the month of £3186.95 was noted and approved.
- c) *Precept request*: a precept request of £40,040 has been submitted to GBC. Although this is an increase of 4.57% in real terms, as the number of Band D equivalent properties has increased, the actual increase in Council tax is 0%.
- d) *Grants for 2014/15*: at the March meeting, 2014, the Parish Council agreed the following grants: £500 to the Hurtwood Trust, £200 to the Church, £150 to Surrey Air Ambulance and £100 to the Saxon church. Members agreed to consider grants for the current financial year at the March meeting and this matter was **deferred**.

### 34/15 Igas wellsite

It was noted that there is a presumption against fracking in an AONB.

### 35/15 Albury Landfill site

- a) *15/15:247/14: flaring from gas wells*: Cllr Wenman had asked Andrew Oliver, CPRE, for an opinion, but had not yet received a reply.
- b) It had been established that there was noise from a generator on the landfill site
- c) *Leachate*: a newspaper article had reported that SITA had been fined £110,000 for breaches of their license regarding the disposal of leachate. The company had not informed the Parish Council. The Clerk would request a meeting and would ask that a representative from the Environment Agency be present.
- d) *Run off*: Mr Moore had noted that the area between Tillingbourne, behind his property and the lower edge of the landfill site had been waterlogged for the last 6 months. It had not been as bad the year before, despite the very wet winter. He was concerned about run off from the site, and Cllr Wenman recommended that he contacted the Environment Agency. Cllr Brockwell suggested that they walk the perimeter of the site to view the situation for themselves.

### 36/15 Outstanding matters

The list was circulated prior to the meeting and was reviewed.

### 37/15 Councillors business: for noting or including on a future agenda

- a) *Elections*: Cllr Wenman reminded members that it is now close to the end of the Parish Council year, and elections will be held on the 7<sup>th</sup> May. He asked the Clerk to advise members of the timetable for registering an intention to stand as a candidate as soon as it was available and advised that, as he is not standing again, the Council will be at least three members short. It is healthy for a Council to have regular elections, and he asked all members to think of one other person within the parish who might make a good parish councillor. The Clerk was asked to devise a flyer, to go out to the whole parish, advertising the election, explaining what is involved in being a councillor and inviting interest.
- b) *Cavalcade*: Cllr von Radowitz advised that the photographer is putting together an album of photographs from the day, at a cost of around £75.00. Members agreed that they would prefer a collage, to hang in the village hall in the same way as the photograph from the Jubilee picnic, and asked her to ascertain whether this is possible and how much it would cost.

### 38/15 New Correspondence.

- a) Letters of thanks have been received from Royal British Legion and Brooke Hospital, who both received £1,000 as a result of the cavalcade. The letters were available at the meeting.
- b) *Community trigger*: information has been received about this initiative, introduced by the Anti Social Behaviour Crime and Policing Act 2014, which gives victims of anti social behavior the right

to request a review of their ASB complaints and bring agencies together to provide a problem solving approach. Further information was available at the meeting.

39/15 **Open Forum**

No further matters were raised.

40/15 **Dates of meetings**

Full Council: 2<sup>nd</sup> March, **Tuesday 7<sup>th</sup>** April (bank holiday on 6/4), extraordinary Meeting 27<sup>th</sup> April.

Annual Meeting: 18<sup>th</sup> May (elections on the 7<sup>th</sup> May)

Annual Assembly: 13<sup>th</sup> April

Facilities: 9<sup>th</sup> March

Community Dev: 27<sup>th</sup> April

PPAC: 16<sup>th</sup> February, 23<sup>rd</sup> March

Planning: 16<sup>th</sup> February, 9<sup>th</sup> March

Village Hall: 30<sup>th</sup> March

There being no further business, the meeting closed at 9.22pm