



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 6th February 2017 at 7.30pm

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



Present: Cllr J Brockwell (in the chair), Cllrs G Firth, S Scott, MA von Radowitz, P Webb
County Cllr K Taylor
Borough Cllr R Billington
2 members of the public
In attendance: The Clerk, Mrs J Cadman

- 22/17 **Apologies for absence:** were received from Cllrs R Hogben and J Rowland.
- 23/17 **Declarations of interest:** none were made.
- 24/17 **Minutes of the Meeting held Monday 9th January 2017:** were agreed as a correct record of the meeting and signed by the Chairman.
- 25/17 **Matters Arising**
04/17: *Leak on Farley Green:* Investigations are ongoing. The leak is clearly fresh water and Thames Water will return for a further site meeting.
17/17: *Welcome pack:* the A5 booklet was distributed. The Clerk will re-distribute the A4 copy by email and members were asked to check it through and suggest any further editions before the end of February, so that it can go to print in March.
- 26/17 **Chairman and Clerks Matters arising**
- a) *Website and newsletter report:* Cllr Brockwell reported that Andy McCann has offered to update the Council's email circulation list in order to have more comprehensive coverage of the parish. This offer was gratefully accepted.
 - b) *Defibrillator report:* all are in working order.
 - c) *Affordable Housing and Sustainable communities:* Cllr Brockwell had been contacted by Chris Stanton, Rural Economies Officer at GBC, who may be able to help with the Neighbourhood Plan.
 - d) *Latchmere Properties:* Cllr Brockwell had met with Mr Eshelby and understands that he is now considering offering the land which he owns next to Albury House for affordable housing. Cllr Brockwell gave him a copy of the parish plan.
 - e) *Barn Church:* the Chairman and Clerk had attended the dedication of the new toilets at the Barn Church.
 - f) *Bus Shelters:* Cllr Brockwell tabled a quotation for re-felting and refurbishment of the bus shelters at New Road, Park Road and Farley Green, at £1,290. In order to proceed with this work, it was PROPOSED by Cllr Firth, SECONDED by Cllr von Radowitz and agreed by all present that the quotation should be accepted, and this decision should be ratified at the March full council meeting.
 - g) *Councillor Vacancy:* this is an ideal opportunity to bring a councilor on to lead the Neighbourhood Plan. Cllr Brockwell will call a meeting of the Parish Plan committee to discuss the way forward. The proposal to start a Neighbourhood Plan is at the consultation stage at the moment. The Clerk will ask for assistance from SSALC to put together a job specification for a councilor.
- 27/17 **Police matters**
The latest police statistics for the area are: 6 crimes in November: 2 public order on the A25, 1 violence

and sexual offences in Dorking Road area, 3 anti-social behavior throughout the parish. To access this information, go to the Surrey police website, and click on 'find your local area' on the front page. Sgt Sam Barwood advised that the recent reports of violence were unrelated and of a less serious nature. She has confirmed that the Parish Council will be advised of any matters of concern.

28/17 **Open Forum:** *members of the public are welcome to attend and to ask questions or make representations*
Newlands Corner:

Sue Darling and Sally Blake attended the meeting to update members on the current status of plans for Newlands Corner. Their reports are attached to the minutes. Members *noted* that there had been 1400 objections to the proposals; SCC had responded late, and had advised that the parking charges machines would be powered by solar panels and would have no roofs. They had also advised that there would be no changes to the visual amenity, but had installed memorial benches on concrete plinths. There are serious implications for road safety of the projected increase in visiting cars. The public benefit has not been quantified and there is no business plan. Cllr Brockwell will meet with Cllr Rowland to formulate the Parish Council's response to the Planning Inspectorate's findings.

29/17 **Committee reports:** *Highways, Byways and Open Spaces*
Minutes of the January Highways and Byways committee meeting Had been circulated prior to the meeting.

1. *Quiet Lanes and Open Spaces decluttering working group:* Cllr Brockwell reported on a meeting held on the 26th January, where agreement had been reached that the Quiet Lanes initiative should be progressed. The pilot area encompasses Wonersh, Shamley Green, Ewhurst, Albury, Forest Green and Abinger Hammer, with the A25 as its northern boundary. A Quiet Lanes sign is being commissioned, and there will be a meeting with police and the crime commissioner shortly, to discuss a potential ban on lorries.
Cllr Brockwell and Cllr Scott had identified 21 signs to be removed under the decluttering scheme, as agreed, but SCC Highways had only removed two of them. An enormous amount of work by Parish Councillors had gone into identifying the signs to be removed, and it was unfortunate that SCC had not reciprocated with mutual evaluation on sign removal.

Highways: Cllr Scott

- a) *August Lane: sign:* Cllr Scott is awaiting a quotation.
- b) *The Warren:* the silt barriers had been completed.
- c) *Edgeley Park:* although there was no funding in this financial year, Ian Fowler was hopeful of being able to get the use of a jetter for the work needed in Albury, particularly at Edgeley Park. It was accepted that this was a short term solution, and further work would be done in the next financial year.
- d) *Flooding at Edgeley Park*
- e) *VAS:* Cllr Brockwell had discussed the installation of poles at each end of the village for the signs with Bahram Assadi, and suggested that the Parish Council could pay for this work. Detail is awaited from Mr Assadi.
- f) *New Road:* members were asked to agree in principle to allocate £20,000 towards installing concrete kerbing in New Road to prevent further erosion of the road. Ian Fowler's recommendations had been circulated prior to the meeting. Members noted that SCC's contractors would do the work, and that SCC would be responsible for maintaining the road edging after installation. The funds allocated, of which SCC's share would be labour and traffic management, would cover a stretch of 410 metres, from Keepers Cottage down. A further 165 metres would complete the job, at an additional cost, and this will be considered at a later date. Cllr Scott PROPOSED, SECONDED by Cllr Webb, that £20,000 be allocated to this project, subject to funding from SCC, which will not be confirmed until the new financial year. 4 in favour, one abstention.
- g) *Lengthsman scheme:*
 - i. *Routine maintenance*
 - ii. *One off maintenance*
 - iii. *Parish lengthsman's scheme*

Schedules had been circulated prior to the meeting.

The Clerk has submitted an application for £6,000 of funding, which will be considered at the March Local Committee meeting. The amount of funding received will depend on the number of

parishes that apply. The work will be carried out by SCC contractors, who will be paid by the parish council and the money reclaimed from SCC.

Cllr Brockwell requested members to view the schedules and to advise if there were other items of maintenance that should be included. All members agreed to support this initiative.

Byways: Cllr von Radowitz

- a) *Ride lane:* notices advising of the proposed TRO have been put up and the consultation period is in process. The funding for the closure will be met from Cllr Taylor's personal allowance, £1500 from the Local Committee Eastern Cluster Group and the Parish council hope to use S106 money for the balance. It was **agreed** to take money from reserves if it was not possible to use S106 money.
- b) *Footpaths:* Cllr Brockwell and von Radowitz will meet in March to discuss regular maintenance.

Open Spaces – Cllr Rowland

Mr Chandler will dig out the ditch when the weather has improved. The knotweed needs to be considered.

30/17 **Committee reports:** *Community Development*

Cllr Hogben

- a) *Disabled toilet:* Alternative plans, to be received from Albury Estate architect. Specification, to be received from Cllr Rowland. Neither had been received.
- b) *The Drift.* Cllr Scott reported that the work of installing sleepers to the banks of the Drift had been completed, at no cost to the parish. The planting element is deferred for Cllr Hogben's return.

31/17 **Allotments**

Cllr Robinson

Minutes of the allotment meeting held 30th January had been circulated prior to the meeting and thanks were recorded to Cllr Webb for taking them. It had been a very positive meeting. The Chairman and Clerk would review the committee's proposed rules against the rules already agreed.

32/17 **Committee reports:** *Village Hall:*

- a) *Booking Clerk:* an advertisement will be placed in the next Parish Magazine
- b) *Income:* the value of bookings from 1/4/16 to 31/3/2017 is £12,723.50, against a budgeted income of £11,000. Budgeted expenses are £14,240, so the hall is now very close to the goal of breaking even.

33/17 **Committee reports:** *Planning and Environment*

Planning applications received and planning applications determined by Guildford Borough Council

- a) Planning list of determined applications: had been circulated prior to the meeting.
- b) Members noted that there is not currently a chairman of planning, this will be resolved at the Annual Meeting.
- c) *Edgeley Park:* a Certificate of Lawfulness had been granted for the siting of 5 lodges on the left hand side of the driveway into the side, on the grounds that 'on the balance of probability, the area falls within the licensed area' (GBC). The neighbours have taken legal advice to challenge the Certificate.
- d) *Recent planning applications:* 7 had recently been refused, which the Parish Council had not been given the opportunity to ask to be called in. Cllr Brockwell will discuss this with Cllr Billington.

34/17 **Committee Reports:** *Parish Plan committee:*

The consultation period, part of the process to start a Neighbourhood Plan has commenced. The Clerk has placed an advertisement in the parish magazine and the Borough Council have provided posters for the noticeboards to advise the parish. Copies of the proposal have been placed in local libraries. Dan Knowles reports an unusual amount of interest.

Cllr Brockwell will talk to Mr Mingo, and other member of the Parish Plan committee, to ascertain whether they wish to be involved and how to move this forward. Professional advice will then be sought.

- 35/17 **Finance**
- a) *Cheque list for January 2017* had been circulated prior to the meeting. The expenditure of £4,901.67 was noted and approved.
 - b) *Management report to end of December 2016* had been circulated prior to the meeting and was noted and approved.
 - c) *Grants:* members were asked consider Parish Council grants to local organisations for the current financial year, for a decision at the March meeting. Grants, totally £1,000, are normally made to: Albury Church, Hurtwood Trust, and Surrey Air Ambulance.
- 36/17 **Igas wellsite.**
No new developments to report.
- 37/17 **Albury Landfill site**
The Clerk will ascertain whether tree planting has commenced as expected. She will also report the rubbish in the woodland at the eastern end of the site and along the face overlooking the fishing lake, and concern about wash-off from the site.
- 38/17 **Outstanding matters**
The list had been circulated prior to the meeting and was noted.
- 39/17 **Councillors business: for noting or including on a future agenda**
- a) *Road closure:* Cllr Scott advised that the road from Wood Hill to Shamley Green had been closed for a month, as the electricity board are laying cable to Shamley Green, 12' underground. He will ask GBC to clean Shophouse road once the road has been re-opened.
- 40/17 **New Correspondence**
No new correspondence had been received.
- 41/17 **Open Forum**
No further matters were raised.
- 42/17 **Dates of meetings**
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| Full Council: | 6 th March, 10 th April (<i>please note change of date</i>) |
| Planning: | 20 th February |
| Community Dev: | |
| Highways: | |
| Parish Plan | |
| Village Hall: | 13 th March |
| Annual Assembly: | 24 th April |

There being no further business, the meeting closed at 9.55pm.