



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 4th September 2017 at 7.30pm

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



Present: Cllr S Scott (in the chair), Cllrs J Brockwell, S Dennis, R Hogben, G Robinson, J Rowland
MA von Radowitz, P Webb

Borough Cllr D Wright

In attendance The Clerk, Mrs J Cadman

- 144/17 **Apologies for absence:** were received from Cllr G Firth
Apologies were noted from Borough Cllr R Billington and County Cllr K Taylor.
- 145/17 **Declarations of interest:** none were made.
- 146/17 **Minutes of the Meeting held Monday 3rd July 2017:** were agreed as a correct record of the meeting and signed by the Chairman.
- 147/17 **Matters Arising**
No other matters were raised.
- 148/17 **Website**
Members received a presentation of the proposed new website and **resolved** that the development of this website should be continued, with the intention of replacing the current one as soon as feasible. They noted that there are no cost implications other than transferring the domain name and continuing hosting costs.
- 149/17 **Chairman and Clerks Matters arising**
- a) *Defibrillator report*
 - i. The cricket club has requested a defibrillator as the nearest, at William IV, is a little distance away. **Action:** the Clerk will ascertain whether S106 money can be used for this purpose. The Clerk will contact the club and ask them to put forward a proposal for funding a defibrillator.
 - b) *Riverside amenity area:* the Parish Council is required to complete further documentation in order to comply with Sections 24-289 of the Landlord and Tenant Act 1954, as follows:
 - Counterpart lease for signature by chairman and vice chairman
 - Landlords Notice re exclusion of Security of Tenure
 - Statutory declaration, to be sworn in front of a solicitor or Commissioner for Oaths.Members **resolved** that the Chairman and Vice Chairman should be authorized to sign the counterpart lease and landlords notice and that the Clerk be authorized to make the Statutory Declaration on behalf of the Council.
 - c) *Allotments:* the proposed lease had been circulated prior to the meeting. Following a PROPOSAL by Cllr Webb, SECONDED by Cllr Robinson, Members **resolved** that the draft lease be approved.
 - d) *Farley Green drainage:* proposal from Poulson had been circulated prior to the meeting. There are a number of issues on Farley Green: the ditch on the Green, ditches on the other side of Shophouse Lane and the drains. Cllr Scott recommended that one problem area is dealt with at a

time, in order to assess the impact. Cllr Rowland proposed that an action plan is drawn up to consider the area in its entirety and this was **agreed**. It was also **agreed** that SCC should be asked to contribute to the work required, and that they are also asked to address the run off from Edgeley Park with the managing company.

- e) *Insurance*: Came and Co had recommended a three year agreement with Inspire, at a saving of £65 per annum. The Council's previous agreement was for three years, to take advantage of this discount. Details had been circulated prior to the meeting. **Members resolved** to accept this three year agreement.

150/17 **Police matters**

Members noted the crime statistics for June, which were: 1 anti social behavior in Silent Pool car park, 1 anti social behavior on White Lane, 1 anti social behavior and 1 criminal damage in Trodds Lane.

151/17 **Open Forum**: *members of the public are welcome to attend and to ask questions or make representations*

- a) *Neighbourhood Alert*: Cllr Wright advised that this had taken the place of Country Watch.

152/17 **Committee reports**: *to receive brief reports on the following:*

Highways: Cllr Scott: Cllr Scott had nothing further to report

Byways: Cllr von Radowitz:

- a) *Strimming*: Matt Hiley will complete the strimming schedule in the next two weeks.
- b) *Kissing gates*: Cllr von Radowitz has requested a meeting with SCC, to agree on repair or replacement.

Open Spaces – Cllr Rowland

- a) *Recreation ground*: Cllrs Robinson and Rowland will meet shortly to assess the work needed.
- b) *Newlands corner*: a sign advising parking charges will be erected shortly. Albury Estate and SCC will have discussions about how the funds are used.

Community Development – Cllr Hogben:

- a) minutes of the meeting held 17th July had been circulated prior to the meeting.
- b) *Family barbecue*: this is going ahead on the 24th September. Cllr Hogben asked for assistance. Local schools will be approached to invite families. **Action**: Cllr Webb and the Clerk.
- c) *Guildford in Bloom*: the awards will be held shortly.

Village Hall – Cllr Brockwell:

- a) members received a summary of the costings for the accessible toilets and the new library kitchen, and the sources of funding: the total cost of the project, without flooring, is £22,578. With grants of £13,600 and agreed matched funding from the Council, the overspend on the project is £2378. During the work the project manager had been advised that the electrical installations in the hall and library must be upgraded in order to be compliant. The additional outlay was £2,500. Members noted that the original project did not include a kitchen, but agreed that the configuration of the library now was a great improvement. Members **resolved** that the cost of installing the improvements to the hall and library be approved. This resolution was PROPOSED by Cllr Dennis, SECONDED by Cllr Robinson and carried unanimously.

Action: the Clerk to ascertain whether S106 money can be used for this work, as it supports a recreational facility.

Action: the Estate to be approached to contribute towards the costs of the electrical upgrade.

- b) Thanks were recorded to Cllr Webb for taking on the hall bookings.

Planning and Environment: minutes of the meetings held 17th July and 7th August had been circulated prior to the meeting.

Emergency Plan: Cllr Robinson reported that he had discussed the existing plan with the Borough Council and they were satisfied that it is fit for purpose. It had been suggested that the parish organize a dummy

incident in order to test the plan.

153/17 Neighbourhood Plan

Members **resolved** that Cllrs Dennis, Brockwell and Rowland form a sub committee to draw up a paper setting out the procedure required to create a Neighbourhood Plan, for presentation to full Council at the October meeting.

154/17 Finance

- a) *Cheque list for July and August 2017* had been circulated prior to the meeting and the expenditure of **£22114.10** for the period was noted and approved. Members also noted that the balance at the bank as at the 31st July was £32,563.85.
- b) *Risk assessment*: current risk assessment check lists for the hall and library, recreation ground, riverside amenity area, financial risk, and general risks were tabled at the meeting.
- c) *Management report to end July 2017*: had been circulated prior to the meeting and was noted and approved.
- d) *External audit*: this has been completed. Members *noted* the issues arising report, that the accounts had been approved after the commencement of the inspection period of the exercise of electors rights and resolved to ensure that the electors rights inspection period commences after the accounting statements are approved

155/17 Outstanding matters

The list had been circulated prior to the meeting.

156/17 Councillors business: for noting or including on a future agenda

- a) *Local Committee meeting September 2017*: There is an item on the Guildford Local Committee Agenda regarding HGVs in the Surrey Hills. The Surrey Hills Board study has been ongoing for some time and the report is an update to Committee.
We are lead to believe that Shere PC are going to make representation to the Local Committee for a ban on vehicles over 7.5t entering Shere which would have the effect, if approved, to force vehicles over 7.5t to use New Road and Park Road to avoid the centre of Shere. There is no mention of such representation on the published Agenda.
A letter has been sent to the Local Committee outlining works that would need to be carried out to mitigate the effect in Albury to ensure our agreement to Shere PC's proposals
- b) *Travellers*: this issue was discussed but no decision made.
- c) *Farley Green pond*: Cllr Hogben requested that work is done to improve its appearance.
- d) *Financial Statement to 31st March 2017*: Cllr Brockwell advised that this will be available for the October full council meeting.

157/17 New Correspondence

- a) *London Marathon charitable fund*: Following the recent Prudential Ride London Surrey event, which caused considerable disruption to the lives of villages in the vicinity Surrey Hills Society have written to draw the Council's attention to the London Marathon charitable Trust funds, designed to compensate communities for this disruption and to create a positive outcome to these events. The charity is set up to provide grants for capital projects that inspire and increase the numbers of people regularly taking part in physical activities. Members **agreed** to consider likely projects for submission.
- b) *Albury's Victorian Theatre*: the Church is celebrating the consecration of Albury's church building 175 years ago with a series of Victorian events, starting with a service and Victorian Fete on the 8th October. The PCC have asked the Parish Council if it will take a stall. After discussion, members **agreed** not to take up this offer, as it is two weeks after the riverside barbecue and resources are limited.

158/17 Dates of meetings

Full Council:	2 nd October, 6 th November, 4 th December
Planning:	25 th September, 16 th October, 6 th November
Community Dev:	18 th September
Highways:	11 th September
Village Hall:	25 th September

SCC Local Committee: 19th September, 6th December, 21st March

There being no other business, the meeting closed at 9.30pm