



# ALBURY PARISH COUNCIL

Serving Farley Green, Brook, Little London & Newlands Corner

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

Notice is hereby given of a meeting of Albury Parish Council which will be held on  
**Monday 5<sup>th</sup> February 2018 at 7.30pm**  
In the **Memorial Library** for the transaction of the under mentioned business.



### AGENDA

- 15/18 **Apologies for absence**
- 16/18 **Declarations of interest:** *Members to ensure that personal and pecuniary interests are declared when appropriate, and that their register of interests is kept up to date.*
- 17/18 **Minutes of the Meeting held Monday 8<sup>th</sup> January 2018**
- 18/18 **Matters Arising**  
Other than those contained in the agenda.  
*Dec 2017: Code of Conduct: **Annex 1***  
Recommendation: members to agree and adopt the Code of Conduct for Albury Parish Council  
*193/17c: Village Hall Entry System:* the Clerk has re-booted the system and users fobs are currently being reactivated.  
*201/17: IGas:* report on the recent public exhibition **Annex 2**  
*12/18: Fishing Tackle shop:* members to receive a report
- 19/18 **Councillor Co-option**  
Recommendation: members to receive a short presentation from the candidate, and to consider their co-option onto the Council to fill the vacancy.
- 20/18 **Chairman and Clerks matters arising**  
*a) Defibrillator report:* alternative housing: **Annex 3**  
*b) Website report:* members to receive an update from the Clerk **Annex 4**  
Recommendation: members to consider the appointment of a website administrator, subject to job description and hourly rate of pay, to be ratified at the March meeting.  
*c) General Data Protection Regulations:* Clerk's report on recent training **Annex 5**
- 21/18 **Police matters**  
The latest police statistics for the area are those for November, as reported at the January meeting.
- 22/18 **Open Forum:** *members of the public are welcome to attend and to ask questions or make representations*
- 23/18 **Committee reports:** *to receive brief reports on the following:*  
*Highways: Cllr Scott*  
*Byways: Cllr von Radowitz:* Ride Lane closure  
*Open Spaces – Cllr Rowland*  
*a) Renovations to recreation ground*  
*Community Development:*  
*Village Hall – Cllr Brockwell:*  
*Planning and Environment: Cllr Dennis:* Minutes of planning meeting held 8<sup>th</sup> and 29<sup>th</sup> January **Annex 6**
- 24/18 **Neighbourhood Plan**  
Members to receive a report from Cllr Dennis

25/18

**Finance**

- a) *Cheque list for January 2018* is attached as **Annex 7**  
Recommendation: members to approve the cheque list and expenditure for the period
- b) *Management report January 2018:* is attached as **Annex 8**  
Recommendation: members to note that expenditure on the toilet project has been specified under this budget heading, and to approve the reallocation of expenditure.  
Recommendation: Members to approve the reported income and expenditure against budget.
- c) *Bank reconciliation statement to 31<sup>st</sup> December 2017:* **Annex 9**
- d) *Internal audit:* Local Government finance and audit regulations require that an interim audit is carried out during the year. **Annex 10**  
Recommendation: members to note and approve the report

26/18

**Outstanding matters**

The list is attached as **Annex 11**

27/18

**Councillors business:** *for noting or including on a future agenda*

28/18

**New Correspondence**

29/18

**Dates of meetings**

Full Council:	5 <sup>th</sup> March, 9 <sup>th</sup> April
Annual meeting:	14 <sup>th</sup> May
Planning:	19 <sup>th</sup> February, 12 <sup>th</sup> March
Community Dev:	
Highways:	
Village Hall:	12 <sup>th</sup> March
Annual Assembly:	16 <sup>th</sup> April
SCC Local Committee:	21 <sup>st</sup> March