



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 June -2018 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, P Webb, P Yeoman.
County Cllr K Taylor

In attendance: The Clerk, Mrs J Cadman

Before opening the meeting, Cllr Scott paid tribute to Lisa Keech, who had recently died after a long battle with cancer. She was a vital part of the Albury Parish community and her spirit and personality will be very much missed. The Council sends its sincere condolences to her family. Members discussed a donation to charity in her name of £500. The Clerk will seek legal advice before proceeding.

77/18 **Apologies for absence:** all members were present.
Apologies were noted from Borough Cllr R Billington.

78/18 **Declarations of interest:**
Cllr Dennis wished to clarify her position regarding Agenda item 82./18: Traffic Calming, as follows. 'This motion relates to an existing traffic calming scheme and its historic context and not to the details of a new scheme. My house Weston Lodge is nearby the existing 'pinch point' traffic calming measure. It is not in any way affected or inconvenienced by it and I have never had cause to complain about it. I stand to gain or lose nothing financially or otherwise.
'I am not the only Member present tonight who lives in the Street within the area of the gateways, indeed 5 parish councillors live either on the Street or in roads adjacent to it. They are no more or less impacted by it than me and it has never been necessary for any of them to declare an interest.
'The location of my home in proximity to the pinch point does not in any ways fetter my opinion in relation to Cllr Hogben's Standing Order. Therefore I am not required to declare an interest and as such I intend to participate in the debate and vote accordingly.'

79/18 **Minutes of the Meeting held Monday 9th April and Monday 14th May 2018**
The minutes of the meeting held 9th April were agreed as a correct record of the meeting and signed by the Chair.
Due to the number of corrections to the minutes of the May meeting, it was agreed to defer these to the July meeting.

80/18 **Matters Arising**
Other than those contained in the agenda.
60/18: *Dates of meetings:* these were agreed, after the Communications committee meetings were moved to the same night as Planning.
62/18a: *fishing tackle shop:* currently awaiting more information.
62/18d: *commemorating WWI:* Cllr Robinson reported that he was in receipt of the three 'Albury Pals'. One would be placed on the Green opposite the Post Office and at the Sherborne welcome sign. The location of the third on Farley Green will be discussed with Cllrs Scott and Yeoman.

81/18 **Chairman and Clerks matters arising**
a) *Defibrillator report:* The Clerk reported as follows: the defibrillator at Westonfields requires a new battery, on order, and she has changed the pads in the defibrillator at the hall. Cllr Brockwell

has not yet discussed the defibrillator at Newlands Corner with the Estate, and he undertook to discuss the one at the William IV with the new tenants.

- b) *Website report:* it was agreed to replace the advertisement regarding the NP open evening with one advertising the Produce Show.

82/18 **Traffic Calming**

After discussion Cllr Hogben withdrew his Motion but reminded members that his point of order has not been addressed.

It was agreed that Traffic Calming should remain as an agenda item and moves made to meet with SCC to discuss the way forward.

Cllr Taylor would ask Bahram Assadi for a breakdown of expenditure to date.

83/18 **Police matters**

The latest police statistics for the area for March are: 1 vehicle crime in The Street, 1 anti-social behaviour Guildford Lane, 1 anti-social behaviour Shere Road.

84/18 **Open Forum:**

Cllr Brockwell asked Cllr Taylor for his help with the signage for the SGN works on New Road and Sherborne, as he had previously stated his concern about diverted traffic using Brook lane. Cllr Taylor advised that it would be normal for the TRO issued for the diversions to include examples of the signage to be used.

85/18 **Committee reports:** to receive brief reports on the following:

Highways, byways and traffic: Cllr Brockwell advised that the committee had not met yet, but he would meet with Cllr Yeoman shortly to discuss posts in Little London.

Members noted that Cllr Brockwell is responsible for Highways and Byways, Cllr Robinson is responsible for traffic throughout the parish including review of traffic calming.

Outdoor maintenance: Cllr Yeoman reported as follows:

- strimming of footpaths is progressing well.
- Farley Green and the recreation ground had both been cut twice.
- The grips in Little London had been dug out as had the sand trap at the culvert.
- The traps in Church Lane had coped well with the recent storm.
- The planters in the Street had been re-filled. Cllr Yeoman will build two planters for the pinch points, as he had relocated the original two.
- Work on Brook Hill is still outstanding.
- Cllr Yeoman undertook to enter Albury in Bloom.
- Cllr Yeoman will meet with Matt to look at the corner by Mardons
- He noted that the Farley Green signs are in need of refurbishment
- Cllr Scott had spoken to GBC sweeping department about the debris left on the roads after the storm.

Planning and Environment: Cllr Dennis

Minutes of the planning meeting held 21st May had been circulated prior to the meeting.

Village Hall: Cllr Rowland

Cllr Brockwell and Cllr Rowland would meet to conduct a handover.

Open Spaces: this portfolio would be reinstated and Cllr Rowland would take it on, encompassing the new equipment in the recreation ground. He advised that this will be delivered and erected on the 8th July. He and Cllr Yeoman will put in a new surround and the safer surfacing. Cllr Dennis suggested that the new play equipment be advertised on the website and via a leaflet.

Cllr Rowland requested that the Council consider some adult exercise equipment. **Agenda item** July meeting.

Allotments:

- Cllr Yeoman will put matting down on unused allotments.

- Matt will be asked to trim where necessary.
- Cllr Brockwell and Cllr Yeoman will meet to re-mark the sites.

86/18 **Neighbourhood Plan**

Cllr Dennis reported as follows:

- A very successful Open Evening was held in the village hall on the 22nd May. 50 people attended, approximately 10 of these lived outside the village. This may be because the event was held in Albury village hall in the centre of the village. 8 of these people have said that they would be willing to serve on either the Steering committee or a focus group. The NP Steering Group will meet shortly to review this list and discuss the matters arising from the event.
- Special thanks were recorded to Paul Yeoman for putting up and taking down the banner posters for the event and to Julia McClung and the NP Steering group for organising the event.
- The Steering group has received a draft Housing Needs Assessment Survey from Surrey Community Action and will meet shortly to review this. It is intended to commence the survey before the end of July, the cost will be approximately £300.
- The Government have approved our NP grant for the requested amount of £6750, thanks were recorded to Cllr Brockwell for achieving this.
- Thanks were also recorded to those who attended the Open Evening.

87/18 **Finance**

- a) Cheque list for May 2018 had been circulated. Members approved the cheque list and expenditure of £2232.07 for the period. Proposed by Cllr Robinson, Seconded by Cllr Rowland, all in favour.
- b) *Annual Governance Statement*: Members approved the completion of the Annual Governance Statement, read in conjunction with the internal auditors report and signed by the Chairman and Clerk. Proposed by Cllr Webb, Seconded by Cllr Robinson, all in favour.
- c) *Accounting statements 2017/2018*: members approved the Annual Return for the financial year 1/4/17 to 31/3/18 which was duly signed by the Chairman and the RFO. Proposed by Cllr Brockwell, seconded by Cllr Robinson, all in favour.
- d) *Appointment of internal auditor for 2018/19*
Members approved the appointment of Mulberry and Co as the Council's internal auditors for the financial year 1/4/18 to 31/3/18. Proposed by Cllr Hogben, seconded by Cllr Robinson, all in favour.
- e) *Outstanding debt*: village hall and allotments. Cllr Brockwell reported outstanding invoices for use of the village hall amounting to £1957.
The Clerk will copy Councillor Brockwell all invoices and statements relating to the village hall and allotments. She was requested to circulate a list of debtors to the council and a recovery plan and timetable for the recovery of these monies before the next meeting for discussion at the next council meeting

88/18 **Councillors business**: for noting or including on a future agenda

- a) *Lisa Keech*: Lisa's funeral is on the 22nd June. Cllr Brockwell had agreed that the family could have use of the village hall without charge if the weather doesn't allow for the wake in their garden. The All Stars choir will waive their booking.
- b) *William IV*: Cllr Brockwell reported that there is now a gate at the entrance to the car park, to prevent people using what they perceive to be a public footpath. As it has been used as a footpath for more than 20 years, Cllr Brockwell will speak to the new owners.
- c) *Job Descriptions*: Cllr Rowland proposed that all members of council should have a job description for their area of responsibility. This will go to Policy and Resources, who will make a recommendation.

54/18 **New Correspondence**

- a) *Seafarers UK*: have asked for help in raising public awareness of our island nation's reliance on seafarers and shipping by flying a Red Ensign ashore on Merchant Navy Day, 3rd September.

Dates of meetings

Full Council:	2 nd July, no meeting in August, 3 rd September
Planning:	11 th June, 2 nd July
Highways:	
Maintenance:	
Village Hall:	
SCC Local Committee:	13 th June

The meeting closed at 9.47pm