



# 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 3<sup>rd</sup> December 2018 at 7.30pm**

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



**Present:** Cllr J Rowland (in the chair), Cllrs J Brockwell, S Dennis, P Gellatly, G Robinson, P Webb, P Yeoman

County Cllr K Taylor

In attendance: The Clerk, Mrs J Cadman

136/18 **Apologies for absence:** were received from Cllr Scott.

137/18 **Declarations of interest:** none were made

138/18 **Minutes of the Meeting held Monday 5<sup>th</sup> November 2018:**

Were agreed as a correct record of the meeting and signed by the Chairman, after the following amendment:

*126/18: 107/18: Village Hall:* Cllr Rowland had agreed that minor invoices should be written off as they were incurred in 16/17.

Cllr Brockwell asked that Open Spaces remain as a Parish Council committee, rather than being moved as suggested to the Neighbourhood Plan portfolio, as this work is part of Parish Council maintenance.

139/18 **Matters Arising**

Other than those contained in the agenda.

*108/18a: defibrillator report:* deferred to January meeting.

*127/18: New campaign to stop countryside parking charges:* the Council's letter to SCC of 14<sup>th</sup> April 2017 had been circulated. Members agreed that the following information is requested from SCC

- where the money obtained through parking charges is being spent
- whether parking numbers are monitored, as it has been noted that there are significantly less cars in the car park
- the current condition of the vandalised paying machines.

140/18 **Chairman and Clerks matters arising**

*Flower Troughs:* the ordered planters have not been delivered. Members agreed that the company should be given 14 more days to fill the order, after which time the order will be cancelled. The sponsor of the troughs will then be offered his money back, a planter from outside the library free of charge, or the alternative of purchasing the planters through another company, at possibly a higher price. Cllr Rowland will contact him to discuss these alternatives.

*Adult Exercise equipment:* the Clerk has obtained 50% Grant in Aid funding from GBC towards this equipment, amounting to £3,340.

141/18 **Broadband for the Surrey Hills**

Members were asked to consider potential investment in the company B4SH, a not for profit company who are offering the possibility of a hyperfast broadband service in the Surrey Hills, through a network rollout. Members agreed that, as broadband coverage in this area is very poor, this service would be of great benefit to local businesses and local residents and, although some concern was expressed about the

need for wayleave across each property and the fact that two years' notice is required in order to remove the service, agreed to make a grant of £2,500 using S137 provision.

Proposed by Cllr Brockwell, Seconded by Cllr Dennis, all in favour.

Members agreed to consider a further grant at a later date, and would seek an update in the new year.

142/18 **S106 funding for Recreation Ground Equipment**

Total cost of equipment and safer surfacing, including installation where costed separately: £11,367.40 + vat.

Members agrees to draw down S106 monies to cover this expenditure, from the £3,040 outstanding from the Mill development, and the remainder from the Mansion development.

Proposed by Cllr Brockwell, Seconded by Cllr Robinson, all in favour.

143/18 **Police matters:** the following offences were reported in the month of September: 2 violence and sexual assaults on or near The Street; 1 criminal damage Mill Lane; 1 anti social behaviour Silent Pool.

144/18 **Committee reports:** to receive brief reports on the following:

Highways, byways: Cllr Brockwell

- a) Little London: the posts have been installed on the roundabout and reflectors attached.
- b) Ash die back: Surrey Wildlife Trust are currently removing a number of trees adjacent to the A25, at Newlands Corner and on the North Downs.
- c) Junction of New Road/Park Road: the Estate have arranged to cut back the undergrowth to improve sightlines
- d) Trees adjacent to the Highway: The Estate are removing trees adjacent to the highway, at Park Road, New Road and on to Farley Green.
- e) Ditch at Farley Green: Cllr Brockwell undertook to speak to the resident who had expressed concern.
- f) Road falling away in The Street: Cllr Taylor undertook to speak to SCC Highways but advised that the position presented problems as it was adjacent to the stream, and any work would require Environment Agency approval. Cllr Brockwell suggested that he ask Richard Melhuish, from Land and Water, for his opinion.
- g) New Road: Cllr Taylor confirmed that he had spoken to his contact on the Horizon team and it was hoped that the resurfacing of New Road would be carried out before the end of the financial year.
- h) Grass cutting: Mr Daniel had now retired as the Parish Council contractor, and thanks were recorded to him for many years of service. The Clerk had arranged to meet a contractor in the next few days, and it was agreed to seek three quotations and to identify a local contractor, if possible.
- i) Residential driveway posts on Farley Green: the Clerk had written to ask the residents to remove the posts at the end of their drives, but it was agreed to allow the drives and edging to remain in place.

Outdoor maintenance: Cllr Yeoman

- a) Salt for winter gritting: Cllr Yeoman confirmed that there are adequate supplies in the yard.
- b) Woodchip safer surfacing: the Clerk was asked to thank Mark Lebus of LC Energy, who had supplied the woodchip free of charge.
- c) Farley Green pond: Cllr Yeoman would like a management plan for the coming year and for the Council to consider alternative contractors.
- d) Farley Green ditch: is generally quite clear, apart from the top, nearest Ride lane. Cllr Rowland requested a management plan so that ongoing maintenance is planned.
- e) Guildford Lane: Cllr Dennis reported that the road adjacent to the farm, on the boundary between Albury and St Martha, was flooded, with a great deal of mud on the road. Cllr Taylor undertook to investigate.

Traffic: Cllr Robinson

Cllr Brockwell and Cllr Robinson will meet before the January full Council meeting to agree an agenda template for ongoing meetings.

### Planning and Environment: Cllr Gellatly

There had been no objection to the plans considered at the meeting held on the 5<sup>th</sup> November, and no objection to the plans considered at the meeting held this evening.

Cllr Brockwell advised that the Estate are to submit an application to erect 9 affordable dwellings at the old Lampards Yard in Little London.

### Village Hall: Cllr Brockwell

- a) *Fencing panel at recycling area:* Cllr Brockwell had asked Cllr Billington to arrange for the fallen panel to be replaced
- b) *Emergency contact:* a second councillor was needed for contact in case of emergency, now that Cllr Hogben has left. Cllr Gellatly agreed to take this on.
- c) *Proposed fees for 2019:* the fee schedule circulated prior to the meeting was approved.
- d) *Outstanding fees:* it was agreed to hold a meeting to discuss a policy with regard to unpaid fees. Cllr Brockwell reported that, as of the invoices issued at the end of October, there was a total of £2757.75 in outstanding fees. Members agreed that all users who have fees outstanding from before the end of September should receive a letter advising them that unless fees are received by the end of the financial year, they will not be able to hire the hall again.
- e) *Cleaner and Caretaker:* currently paid £4,160 and £900 pa respectively, since 2010. Members agreed a 10% increase, to take effect from January 2019.  
Proposed by Cllr Brockwell, Seconded by Cllr Dennis, all in favour.

### Allotments: Cllr Robinson

Cllr Robinson had supplied a list of all active plots and had tried to contact those who had plots but who were not working them.

Community Orchard: Cllr Brockwell suggested that an allotment meeting be called, and Alex from the vineyard, who had made the initial recommendation on trees, be invited to do a presentation. This was agreed, Cllr Robinson to organise a meeting in January.

### Communications

- a) *Welcome Pack:* Cllr Dennis tabled a welcome pack issued in Shere. Members agreed that she and Cllr Webb should meet to decide what should go into an Albury pack.
- b) *Website:* Cllr Dennis had asked Julia McClung to update the site where necessary.
- c) *Albury Matters:* Cllr Dennis asked members for articles and input, and hoped to produce an issue early in the new year.

### 145/18 **Neighbourhood Plan:** Cllr Dennis

- a) *Housing needs survey:* this had been received, but did not qualify how many houses were needed, what type and where they should be situated.
- b) *NP Steering Group:* had met with John Dowty, the Planning consultant. He undertook to produce a report, and the group will meet again at the end of January to agree on the next steps.

### 146/18 **Finance**

- a) *Cheque list for November 2018:* members approved the cheque list and expenditure for the period of £4899.02. Proposed by Cllr Brockwell, Seconded by Cllr Robinson, all in favour.
- b) *Bank reconciliation:* end October 2018: noted and agreed.
- c) *Management report to date:* noted and agreed.
- d) *Proposed budget 2019/20:* Cllr Brockwell advised that it had been possible to increase the precept by 2% but keep the levy on parishioners council tax at the same in the last few years by using the increase in Band D equivalent properties. This year the number of Band D equivalent properties had decreased from 626 to 613. It would not therefore be possible to increase the precept as intended, and to keep it at the current rate of £44092 would require an increase of 2.3% to a Band D property.

With small increases in areas of the budget, to reflect current spending and inflation where appropriate, a precept request of £44092 would decrease the contingency planning budget from the proposed £7020 to £5426.

The proposed budget for £2019/20 will be determined at the January meeting.

**e) External auditors report and clerks notes to the report:**

Members noted that the Council did not comply with Regulation 15 of the Accounts and Audit Regulations 2015 as it failed to make proper provision during the years 2017/18 and 2018/19 for the exercise of public rights, since the period for the exercise of public rights was less than 30 consecutive working days in length and the notice regarding the period for the exercise of public rights was not published before the start of the period.

Members resolved that proper provision is made for the exercise of public rights during 2019/20. Members resolved that Assertion 4 of the Annual Governance Statement for 2018 will be answered 'no'.

**147/18 Councillors business:** for noting or including on a future agenda

- a) *Village stores:* Cllr Dennis had been advised that business had not picked up since the end of the road closure. It was suggested that an advertisement be placed in Albury Matters and the owner advised to write a small piece for the parish magazine. Cllr Rowland suggested that the owner address the January parish council meeting and he will invite him.
- b) *Landfill site:* the Clerk was asked to arrange a liaison meeting.
- c) *Star Energy:* The Clerk was asked to seek an update.
- d) Cllr Rowland thanked everyone for their teamwork and collaboration and wished them a Happy Christmas.

**148/18 New Correspondence:** *tabled at the meeting.*

- a) *Local Council Review:* Autumn 2018
- b) *CPRE:* Countryside Voice Winter 2018

**149/18 Dates of meetings**

Full Council:	7 <sup>th</sup> January, 4 <sup>th</sup> February
Planning:	17 <sup>th</sup> December
Highways:	10 <sup>th</sup> December
Maintenance:	10 <sup>th</sup> December
Communications and Marketing	
Village Hall:	tba, when required
Annual Parish Meeting:	8 <sup>th</sup> or 15 <sup>th</sup> April (East day 21st April)
SCC Local Committee:	

There being no further business, the meeting closed at 10.15pm