



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 **the annual meeting** of Albury Parish Council held on

Monday 13th May 2019 at 7.30pm

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



Present: Cllrs J Brockwell, S Dennis, P Gellatly, G Robinson, J Rowland, P Yeoman
County Cllr K Taylor

In attendance: the Clerk, Mrs J Cadman

AGENDA

- 51/19 **Election of Chairman:** Cllr Rowland, Proposed by Cllr Brockwell, Seconded by Cllr Robinson, all in favour. Cllr Rowland signed the Declaration of Acceptance of Office and took the chair.
- 52/19 **Apologies for absence:** All members were present.
- 53/19 **Declarations of interest:** none were made
- Register of interests and declaration of acceptance of office:** Members returned both completed forms to the Clerk at the meeting.
- 54/19 **Election of Vice Chairman:** Cllr Robinson, Proposed by Cllr Gellatly, Seconded by Cllr Rowland, all in favour
- 55/19 **appointment of committee members**
members agreed that all members would be appointed to all committees, as from this meeting.
- 56/19 **Dates of meetings:** *annex 2*
- 57/19 **Minutes of the Meeting held Monday 1st April 2019:** *annex 3*
- 58/19 **Matters Arising**
- a) *Travellers Policy:* Cllr Dennis advised that Elmbridge Borough Council has recently taken legal action to prevent Travellers from camping on common land. As a result, it is possible that they may move into other areas of Surrey as witnessed at Shalford and Albury Heath. She suggested that in light of this the Council should review any areas of land for which it might be legally liable. The Clerk will also prepare a paper on the process to be followed once Travellers have moved onto Council owned land.
 - b) *Heated cabinets for defibrillators:* deferred to June meeting.
- 59/19 **Chairman and Clerks Matters arising**
- 43/19: *Forward Planning:* members were asked to agree on a strategy.
- a) Cllr Brockwell was of the view that residents mainly wished to see a clean and tidy parish, and proposed to draw up a schedule of ongoing maintenance. This was agreed.
 - b) Farmers Market: Cllr Dennis would investigate the feasibility.

Standing orders: Recommendation: members approved the Council's revised standing orders.

60/19 **Police matters:** the following crimes were recorded in February: 1 violence and 1 other crime at the Silent Pool car park, 1 criminal damage and arson in The Street, 1 violence and sexual offences on the Drove Road.
Cllr Dennis asked the Clerk to request a report similar to that she was accustomed to receiving in Elmbridge, giving a breakdown of crimes in the parish. The Clerk would also remind the police that they had undertaken to advise the Parish Council of specific crimes in the parish.

61/19 **Committee reports:**

Highways, Byways and Traffic: Cllr Brockwell

- a) *Embankment between The Street and the Mill Race:* Cllr Taylor advised that he had requested a test boring to establish the extent of the problem as there is currently no funding for the work.
- b) There are two depressions in the road at the start of the dual carriageway.
- c) The signage at the top of Sherborne is incorrect.
- d) Cllr Brockwell asked Cllr Taylor to investigate the current status of the proposed road markings on the A25.
- e) *Ponds Lane:* currently the subject of a seasonal TRO. Cllr Taylor had asked residents to keep a log, so that it is possible to assess the extent of the problem.

Outdoor maintenance: Cllr Yeoman

- a) Members agreed expenditure on the excavation of the PC owned ditch on Farley Green and carting away of arisings of not exceeding £1750 plus vat, materials to cost £550. Members noted that the risings can be disposed of on Estate land.
- b) Members discussed whether to carry out works at PC expense, with a substantial contribution from the property adjoining the track, on repairs to the surface of the lower section of the track between August Lane and Shophouse Lane of not exceeding £600.00 plus VAT. Members unanimously agreed not to undertake this work.

Open spaces: Cllr Rowland

Cllr Rowland proposed the following:

- a) The purchase of three pieces of exercise equipment to install in Westonfields, for use by children and adults, at a total cost of £5,000, to include installation and any safer surfacing.
- b) To advertise the recreation ground so that more people in the parish are aware of its existence.

This was seconded by Cllr Dennis, five members in favour, one against. The Clerk will now obtain comparative quotations.

Planning and Environment: Cllr Gellatly

Minutes of planning meeting 16th April were noted.

Village Hall: Cllr Brockwell

- a) Cllr Brockwell wished to stop being responsible for the village hall, and explained that the role needed someone to be able to go to the hall to meet people and to deal with small problems.
- b) Both parish council rooms are in need of redecorating. Cllrs Brockwell and Rowland will discuss.

Allotments: Cllr Robinson

- a) Cllr Robinson reported that meeting of allotment holders had taken place the previous Friday, and no problems were raised.
- b) Community Orchard: it was agreed to ask Alex, who manages the vineyard, to attend a short meeting prior to a planning meeting to explain how a community orchard works. She will be asked to provide an up to date quotation for fruit trees.

Communications: Cllr Dennis

- a) Albury Matters had been distributed throughout the parish.
- b) Website: Cllr Dennis will spend some time reviewing the website.

62/19 **Neighbourhood Plan**

the Planning Consultants report needs a lot more detail specifically on the 2 schemes proposed, namely Community Right to Build and Neighbourhood Development Order. Once this has been received the Steering Group will meet to see if either are feasible. It is also necessary to understand if Albury residents would be given priority in any new affordable housing allocation. Cllr Brockwell had understood that housing would not form part of the plan.

Cllr Dennis agreed to speak to John Dowty, and also to Dan Knowles, to progress this.

63/19 **Finance**

- a) *Financial regulations:* members reviewed and agreed the Council's current financial regulations.
 - b) *Draft Management report to 31st March:* noted and agreed.
 - c) *Cheque lists for March and April 2019:* members noted and agreed the expenditure in March of £6955.16. there had been no expenditure in April.
 - d) *Internal audit:* scheduled for the 21st May and the Annual Return will be presented for approval at the June full council meeting.
 - e) *Clerks salary review:* members noted the contents of the paper presented by the Clerk and agreed the following:
 - i. An increase in salary, in accordance with NALC guidelines, from £13,751pa to £14,308.11, backdated to the 1st April 2018.
 - ii. An increase this year, in accordance with NALC recommendations, once they are known, backdated to 1st April 2019 and agreed between the Clerk and Chairman.
- Proposed by Cllr Robinson, Seconded by Cllr Brockwell, All in favour.

64/19 **Councillors business:** *for noting or including on a future agenda*

- a) *Payment by BACs:* agenda item: June meeting.
- b) *Embankment at Little London:* Cllr Gellatly reported that some trees have been cut down but left on the embankment. Cllr Brockwell believed that this had been done by Network Rail and would give the Clerk the details.

65/19 **New Correspondence**

- a) *Surrey Voice*
- b) *Countryside Voice (CPRE)*
- c) *Local Council Review*
- d) *Parish Council grants:* letters of thanks have been received from: Friends of the Hurtwood, Surrey Air Ambulance, Old Saxon Church, the Parochial Church Council
- e) *Surrey Waste Plan consultation:* **noted**

66/19 **Dates of meetings**

Agreed at the meeting

The meeting closed at 9.33pm