



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

Minutes of meeting of Albury Parish Council held on  
**Monday 9<sup>th</sup> May, 2022 at 7:30 pm in the Village Hall**  
for the transaction of the under mentioned business.

**Present:** Cllrs A. McCann, P. Gellatly P. Yeoman, S. Bevan  
County Cllr R. Hughes (arrived at 19:36)

**In attendance:** The Clerk, Ms. C. Bishop-Wright

064/22

**Election of Chairman:**

As Cllr Brockwell was only standing as Chairman until May, we discussed options for the new Chairman as no one volunteered themselves for election. Cllr Dennis said that they would take over the role if they didn't have to continue doing the Neighbourhood Plan. Cllr Bevan advised they know a member of the public who may like to take over NP. Cllr Bevan is going to find out the answer to this before the next meeting. If they do, then Cllr Dennis will take over as Chairman, and Cllrs Brockwell, Bevan, and McCann will take over the role of Vice-Chairman in 4-month periods, respectively. If the member of the public does not wish to take over NP, then Cllr Dennis will stand as Vice-Chairman for the whole year, whilst the Chairman role is split as the above proposed Vice-Chairman role is.

065/22

**Apologies for absence:**

Received from Cllr G. Robinson

Noted from Borough Cllrs D. Jones., and R. Billington

066/22

**Declaration of interest:**

None received.

067/22

**Minutes of the meeting held 4<sup>th</sup> April:** were agreed as a correct record of the meeting and signed by the Chairman, other than Cllr McCann's claim that the revised minutes did not reflect the discussion of the trees on Farley Green issue, which will be corrected in this meeting.

068/22

**Brief Report from Borough Councillors**

Borough Cllr Jones was on leave, so unable to attend the meeting. She left the Clerk with a brief report on some issues.

- a) *Update from 5<sup>th</sup> April, 2022 meeting*
- b) *Dog fouling:* closing recreation ground
  - i) The report from Borough Cllr Jones informed that the dog fouling should always be reported on the GBC website, and any matters of threats of violence should be reported to the police. GBC cannot do anything further at this point.
  - ii) Cllr Yeoman informed that kids are playing in the park again, so the dog fouling issue may have subsided a little, and also that not many police have been spotted around here, despite the new PCSO informing at the APM that they would patrol this area more to help the dog fouling issue.
- c) *Amalgamation of GBC and WBC* – Borough Cllr Jones' report on this informed of the areas that will be merged: finance, HR principles, property & assets, governance, termination, and risk.

069/22

### **Brief Report from County Councillors**

- a) *Footpath in Winterfold* – County Cllr Hughes was refused in his request to have the footpath in Winterfold closed just on the days that filming is taking place there. Cllr Gellatly raised the idea of requesting that when renewing the contract with companies filming in this area, that opening the footpaths on days that they are not filming be a condition of the contract. County Cllr will take this back to SCC and see if there is anything else they can do.
- b) *Drains in Westonfields* – A site visit took place with County Cllr Hughes, Cllr Brockwell, the Clerk, and the Highways Engagement Officer for GBC and WBC. Cllr Brockwell informed that the officer understood the nature of the problem. He explained to the officer that the water flows from bridleways, down Church Lane, and into Westonfields, and this usually happens when there are flash floods. They checked all the gullies on the visit, and they were all clear as there had not been a flood for some time. Cllr Brockwell suggested contacting someone to dig out the ditch at the site and see if they can dig out the grips at the same time. Talking to Countryside Access to see if they will dig out the grips was suggested, but this was decided against as we are unsure of how long this will take.
- c) *Woodhill Sandpit* – The application for removal of materials (ref. 2010/0150) from the Woodhill Sandpit was brought to the attention of the PC by a member of the public who owns adjacent land to the site. The landowner is concerned about damage to their property from the removal of these materials, and that the PC has not yet been consulted. Cllr Gellatly the application has not gone through yet due to no Environmental Impact Application being filled. There was a previous application of the same nature around 30 years ago, and Cllr Gellatly requested whether County Cllr Hughes would be able to source that information. He is going to look into this. County Cllr Hughes informed that there is a meeting being set up for 14<sup>th</sup> June with Suez to discuss this recent application.
- d) *Wellsite* – County Cllr Hughes informed that the discussions around the iGas application at the Albury Wellsite are still ongoing, and will report back when there is more information.

070/22

### **Matters Arising:**

- a) *Holmbury First Responders:*
  - i) *Update on the Friends of the Hurtwood meeting* – Cllr McCann informed that the FoH, at their meeting, reinforced their view that quad bikes are not appropriate forms of transport, and they are still refusing access to their land due to this as they do not want to create a precedent. The letter of endorsement was raised again, and Cllr Dennis suggested that we instead write a joint letter from Shere and Ewhurst Parish Councils. The Clerk is going to contact the clerks from both parishes to see if they would be interested. Country Cllr Hughes informed that the next meeting of FoH is on 12<sup>th</sup> May, and he will try and discover more about why they are refusing this. County Cllr Hughes is going to try and obtain more information from HFR about their ambulance and NHS status.
  - ii) *Clerk to update on investigations of other parishes* – the Clerk informed that Ewhurst PC had not discussed this and has not been approached about it as a PC.
- b) *Queens Platinum Jubilee* – Cllr Brockwell is still unsure of the specific cost for the event, however, he suggested that the PC should cover the cost of the toilets and the photographer, as these are the largest costs.
- c) *Sandpit* – as above

071/22

### **Clerk's Matters Arising:**

- a) *Standing Orders*
- b) *Financial Regulations*

a-b was accepted on the condition that typos were corrected and re-circulated when the corrections have been made.

072/22

### **Police Matters:**

- a) *Link to crime statistics:* crime statistics link circulated. SB advised that the link was not working and circulated the correct link <https://www.police.uk/your-area/surrey-police/albury-shalford-compton-holy-trinity-shere-gomshall-peaslake-and-farley-green/?tab=CrimeMap>

### **Committee Reports**

073/22

#### *Highways, Byways, and Traffic:* Cllr Brockwell

- a) *S106 funds* – the Clerk read a brief report on s106 funds in Borough Cllr Jones’ absence.  
“You may already be aware that the government is considering making major changes to the s106 process. One proposal is to scrap demands on developers altogether and to fund local authorities directly instead to provide affordable housing etc. So it will be important to be alert to all potential calls on current s106 funds in case we have to roll requests to a new system.”
- b) *VAS* – Cllr Brockwell informed of no update yet from Peter Harris about this. We can purchase a new one as two would be useful – the current one that does not collect data can be put where people do not go as far through the centre of the village where the cars are parked. A new VAS can be put where people go faster at the entrance to the village. Currently, we are having to move the VAS from one place to another so this will mitigate this. This will be rediscussed when Cllr Brockwell has an update.

074/22

#### *Outdoor Maintenance and Open Spaces:* Cllr Yeoman

- a) *Tree at bus shelter* – going to be removed on 14<sup>th</sup> June by Ewan. GBC are responsible for this land, however, it has already been quite some time since the tree fell, so we have arranged an alternative.
- b) *Track off Ride Lane query* – This is about the junction of Ride Lane where it hits Shophouse Lane, past Amber Heights, Algers Lodge. Some time ago there was a request by a member of the public to the PC to repair damage to this track, however, this is not the PC’s responsibility to maintain. Cllr Brockwell is going to compose a letter, and the Clerk will send this on. Cllr McCann informed that they have seen more traffic coming down this track. The Clerk to ask the previous clerk for the legal advice that they previously sought regarding the blocking of the track.
- c) *Trees on Farley Green* – All Cllrs received a letter from a member of the public complaining that the PC was endorsing something that allegedly just a small number of residents in Farley Green wanted, which some residents are opposed to. The PC agreed to plant a memorial tree at the request of a member of the public for the memorial of Prince Phillip. The members of the public agreed to buy the Maple tree, which they were going to pay for and look after. During the storm, another tree blows down so then this tree was decided to be put there.  
Clarification is needed that the maple is not the memorial tree. The maple was the replacement for the tree that fell (037/22). PC is happy that the maple is the replacement for the tree that blew down and Jane can purchase another tree for the memorial tree and place that in a site that the PC consider acceptable – which is up the top of FG. This must not be a native species, not oak, and from the UK.
- d) *Cherry trees* – There was discussion around 7 cherry trees to be purchased in the memorial of Prince Phillip. That discussion was enabled by around 20/25 FG residents who produced a paper that was circulated before the meeting. After the PC meeting, some councillors met some residents of FG and agreed that cherry trees were fine (row of 3 and clump of 4). FG residents believe that there is an agreement for this. However, costing has not been fully agreed upon, therefore there is no agreement. Cllr McCann stipulates that we have agreed to do something, but not specifically anything. The complaint was mainly around the fact that the tree should

not obstruct one of the members of the public's view, which the current proposed location of the trees would do. Cllr Gellatly suggested that the 7 trees could be spread around the parish, instead of just at FG. Cllr Dennis raised that we should consider the support and objection of the trees. Cllr Brockwell suggested that the PC compose a questionnaire of sorts to post to every household in FG to see their opinion of the trees. All agreed that we must value what the majority of residents want. Clerk to organise a questionnaire for the residents to decide on this matter. Cllrs will assist with the specific residents (i.e. where the cut off is). Cllr McCann is going to go back to the group of FG residents to inform them that we are revisiting this, and to see if they have any flexibility in the number of trees.

075/22

*Planning and Environment: Cllr Gellatly*

- a) Minutes of the meeting held 4<sup>th</sup> April, 2022 – agreed as a correct record of the meeting.
- b) *Cheyne's Garage* – Cllr Gellatly is composing the letter about a retrospective planning application, with some assistance from Borough Cllr Jones. The Clerk read a brief from Borough Cllr Jones in her absence, where she explained that she is currently in discussion with GBC about planning enforcement.

076/22

*Village hall: Cllr Brockwell*

- a) *Bookings* – Cllr Brockwell informed of the few bookings we currently have at the village hall. Cllr Dennis proposed more advertisements for the village hall to try and get more bookings. Cllr Brockwell going to see if any other regular bookings would consider swapping to the village hall to assist. Several explanations for the lack of bookings were raised, these included lack of specific facilities or car park spaces, due to the number of cars that use the car park.
- b) *Electricity* – Cllr Brockwell informed that we have been overpaying for gas. There are reports that the old company we used to use could be going into administration, so Cllr Brockwell going to look into getting this credit back as soon as possible.
- c) *Castle Water* – Cllr Brockwell presented the water invoice for 1<sup>st</sup> March to 1<sup>st</sup> September 2022. Total of £290. Will get approval from Cllr McCann.
- d) *Invoicing* – The VH broadband provider has been changed to B4SH, however, we are stuck in a contract with Daisy Communications. B4SH offered the PC to not have to pay any rates until November when our contract ends with Daisy Communications. B4SH still have some outstanding invoices that total £92. Cllr Brockwell proposed writing these off due to their assistance with fees.
- e) *Outstanding Invoices from 2021* – Cllr Brockwell advised that the issue with the outstanding invoices for the regular user has now been resolved. The regular user was offered a reduced rate until the end of March, and this has now gone back to the usual rate.

077/22

*Allotments: Cllr Robinson*

- a) *Allotment Tenancy Agreements* – Clerk informed that the new agreements have all been sent out, and a few have been received back and signed.

078/22

*Communications: Cllr Dennis*

- a) *Website* – Cllr Dennis informed that the order of the minutes and agendas on the websites is upside down, so 2012 appears first. Cllr Bevan going to look into changing this, or an alternative.
- b) *Village hall* – Cllr Dennis suggested putting an advert for the village hall on the front page of the website to attract attention
- c) *ACE* – Cllr Dennis informed that the old environmental group under “ACE” was still on the website. Cllr Bevan to change this to the new tillingbourne.earth.
- d) *Former clerk* – Cllr Dennis queried whether the former clerk has now finished her role as RFO. Cllr Brockwell informed that she is locum RFO until 17<sup>th</sup> May, when the internal audit takes place.

079/22

**Environmental Projects:**

Nothing to report.

080/22

**Neighbourhood Plan:**

- a) Steering group meeting in April – Cllr Dennis is going to try and find an alternative for the current NP consultant. Cllr Dennis has been in touch with all landowners who are coming back with site plans to show what they would like to do for affordable housing. The Estate The advisor came back a few days later to say that we should look at a simpler plan. Cllr Dennis informed that the Estate had produced a ground plan for the recreation ground, however the recreation ground is not included in the NP, and never has been. Cllr Dennis is hoping to hear back from the Estate and the consultant by the end of May.
- b) *Consultant* – Cllr Dennis has been looking into options for a different consultant. She informed that the Council the consultant from a local parish use will be able to assist us as we are no longer including affordable housing on the NP.
- c) *Housing* – Cllr Dennis advised that they are going to go for the more simplified plan, including the community's views to see where they would support housing.
- d) Plan to be submitted for the car park. What you propose has already been rejected by the GBC planning dept.

081/22

**Finance:**

- a) Management reports the end of February, 2022; *Annex 5*  
This item on the agenda said to the end of March, 2022, but this was to the end of February.
- b) Payments end of March, 2022; *Annex 6*
- c) Bank reconciliation end of March, 2022; *Annex 7*
- d) Bank reconciliation end of April, 2022; *Annex 8*
- e) Cllr Brockwell informed the PC that he and the Clerk are looking into changing the statement date so that we can get up to date finances for meetings.

082/22

**Councillor's Business**

- a) *Vans on the Green* – Edgeley Park are prohibiting vans into the park, and therefore people are now parking on the Green by the bus shelter. Cllr Brockwell suggested the PC write to Edgeley Park of the outcome of their prohibition as we own that strip of land that they are parking on. Also, look into getting signs for no parking on this strip. Clerk to draft a letter to send to Cllr Brockwell for Edgeley.
- b) *Picnicking on the Green* – Picnic is, of course, allowed on the Green. However, the issue lies with car parking on the Green by the bus shelters. Cllr McCann suggested putting a sign up on the green to inform that this is not for parking. All agreed to signs. Cllr Gellatly advised that we would have to have multiple signs due to points of access. Cllr Gellatly informed that if we allow anyone to park here if anything is damaged it is the individual who parked there's a responsibility to repair this. Cllr McCann proposed that they will discuss with anyone who is parking on the green. To re-discuss any change at the next meeting.
- c) *Posts* – Cllr Gellatly informed that there are multiple posts down in the triangle at Little London. Cllr Brockwell looking into a replacement.
- d) *Verge off Dougs* – Cllr Gellatly informed that the verge and advised that this needs to be cut back as there are two posts which have been put in to help with accidents around here, but you cannot see one of the posts currently. Weeds and brambles are coming from here. Land managed by SCC. In between the bank and the two posts. Cllr Gellatly offered to mow the land there themselves, even though the PC does not manage this land.
- e) *Horses and bikes on footpaths* – Member of the public keeps horses in the fields on the right of Ride Lane. They made a complaint that horses and bikes are going down footpaths 220 and 221. Cllr Gellatly informed that there would have to be a gate put

here to fix this. Cllr Brockwell is going to discuss with a member of the public to see if they can get two gates in here to fix the issue (2 gates are required due to the width of the path.

- f) *Path from fishery* – There has been a complaint about the state of this path. Cllr Brockwell advised that the member of the public that made this complaint should discuss this with countryside access as we are not the appropriate people to deal with this.
- g) *Ride Lane* – Cllr Brockwell raised that a way leave is needed to go across Ride Lane to FG, and is going to send an email for approval for this way leave to all Cllrs. This is to be re-discussed at the planning meeting on 16<sup>th</sup> May and will be put on this agenda.

083/22      **New Correspondence**  
None to report.

084/22      **Date of Meetings**  
Full Council: 6<sup>th</sup> June; 4<sup>th</sup> July.  
Planning:     16<sup>th</sup> May; 6<sup>th</sup> June.

The meeting closed at 22:28  
*Dated this:* 9<sup>th</sup> May, 2022

*Signed:* C. J. Bishop-Wright, Parish Clerk