



ALBURY PARISH COUNCIL

Serving Farley Green, Brook, Little London & Newlands Corner

PARISH OF ALBURY

NOTICE OF PARISH COUNCIL MEETING

Local Government Act 1972

The minutes of Albury Parish Council meeting held on

Monday 6th March, 2023 at 19:30 in the village hall

for the transaction of the under mentioned business.

There will be an informal question time of up to fifteen minutes during which members of the public, who live or work in the Parish, may ask questions relevant to the work of the Council. The Council meeting will start immediately following public question time or at 7.45pm, whichever is the earlier.

MINUTES

Open Forum

Present: Cllrs A. McCann, P. Gellatly, P. Yeoman, and S. Dennis
County Cllr R. Hughes
A member of public: Neil Edwards

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

047/23

Election of Chairman

Cllr McCann still standing as Chair until May.

048/23

Apologies for absence

From Cllrs G. Robinson, J. Brockwell, and S. Bevan
Borough Cllrs D. Jones and R. Morris

049/23

Declarations of interest:

None received.

050/23

Minutes of the meeting held on Monday 6th February; Annex 1

051/23

Actions Update; Annex 2

- a) *New councillor recruitment and transition of retiring councillor's activity* **CJ**
Cllr McCann asked if any cllrs had found any new potential recruits. Cllr Gellatly still unsure of whether to stand. The Clerk hasn't received the nomination papers yet, which are due on 5th April. These need to be taken to GBC by hand when completed. The clerk to chase with GBC to see when these should be received. Cllr Gellatly to confirm if he is retiring to allow the Council to prepare.
- b) *Community communications and database update* **SB**
Whatsapp group creation is outstanding. Cllr Bevan to pick up.
- c) *Holmbury First Responders letter* **ALL**
Cllr Dennis has drafted the letter and circulated to all Cllrs. Responses within 2 weeks so that the letter can be approved at the next meeting.
- d) *Cllr Brockwell's transition schedule*

Cllr McCann has sent out the initial transition plan and supplier list to all Cllrs to work out who will take over responsibilities from Cllr Brockwell. Cllr McCann and Brockwell to complete this. These lists are to be updated and reviewed at the next meeting.

052/23 **Brief report from Borough Councillors**

- a) *Update on the Local Plan*
Deferred to next meeting.
- b) *Update of GBC priorities*
Deferred to next meeting.

053/23 **Brief report from County Councillors**

- a) *Woodhill Sandpit/Sawmills update*
Cllr Hughes informed that there is still no Environmental Impact Assessment for the proposed works here, and clarified that works that are currently taking place here are for an approved planning application. He is going to liaise with Kevin Denis, a County Cllr from Waverley Borough Council, as the works are happening over 2 boroughs. The works were previously approved by WBC, but Cllr Hughes clarified that this was done by a junior planning officer, whom did not consult the planning committee. This letter of approval has now been withdrawn. The GBC works are estimated to go to committee on 28th June 2023.

- b) *Westonfields flooding update* **BH**
Cllr Hughes informed this issue is due to be evaluated by SCC.

- c) *Farley Green flooding update* **BH**
The ditch opposite Edgeley Park has been cleared and the pipe subsequently closed. There is still some flooding as you get to the Green. He is going to keep an eye on this in the next lot of heavy rain, and then consider whether the pipe needs to be replaced with a larger one.
Flooding outside the House is to be investigated by Surrey CC for clearance.

- d) *Improving communications in regards to road closures* **BH**
No update on improving communications. The recent road closure on the Street is due to a water leak. The recent road closure by Brook is by Openreach due to a knocked down telegraph pole.

- e) *A25 depressions*
No update.

- f) *Sherborne Bridge repair*
No update on the repair so far. Cllr Hughes advised that the damage here was caused by a stolen van crashing into the bridge.

- g) *Edgeley Park* **SD**
The PC had sent a letter to GBC last year regarding potential breaches of license and/or COVID legislation. The PC are going to go back to GBC as the response that was given did not answer the queries properly. Cllr Dennis has asked Cllr Hughes if he is able to get evidence from any past or current residents that would support the case. The site has previously prohibited customers parking commercial vehicles on site, which has led to unauthorised parking on Farley Green. Residents have reported that customers are being advised to park on the Green instead of on site.

- h) *Gritting*
Cllr Hughes advised that SCC will be gritting on Tuesday 7th March.

054/23 **Matters arising**

- a) *Minutes*
The Clerk confirmed that only the last page of the minutes need to be signed by the Chair as per NALC guidelines, and is awaiting a response from SALC regarding the potential use of electronic signature. The Clerk to organise training with Mulberry ahead of the audit to ensure a smooth transition as Cllr Brockwell retires.

055/23 **Clerks matters arising**

- a) *Request from residents to use Farley Green for the coronation celebrations*

- The Clerk has received a request from a resident to use Farley Green for a coronation celebration. It will be taking place on 7th May from 12:30 to 16:00. All in approval. Cllr Dennis asked that the Green must be left as its found, so no litter or damaged to the Green. The Clerk will go back to the resident. **CJ**
- b) *May meeting date change due to bank holidays*
Due to there being 2 bank holidays in May, it needs to be decided whether to choose another day in the 2nd week of May, or the 15th May. The Clerk to send a survey so all Cllrs can vote on the day. The Annual Meeting is to take place on 24th April. The Clerk is going to invite a representative from the Albury Estate, the Parish Church, the Saxon Church, the Albury Produce Association, and the Neighbourhood Plan to the meeting. **CJ**
- c) *Defibrillator*
The Clerk was contacted by Severnside Defibrillators and Training who had offered to supply the parish with a defibrillator. Cllr Dennis suggested that one at the cricket club, and one at the Drummond Arms would be beneficial. The Clerk will go back to see if 2 would be possible. **CJ**
- 056/23 **Police matters**
- a) *Link to crime statistics* - <https://www.police.uk/pu/your-area/surrey-police/albury-shalford-compton-holy-trinity-shere-gomshall-peaslake-and-farley-green/>
- b) *Police involvement in Parish activities*
Cllr Dennis passed on information from the Neighbourhood Team at Elmbridge to Cllr Morris.
- Committee reports:
- 057/23 **Highways, Byways, and Traffic: Cllr Brockwell**
- a) *VAS update*
Deferred.
- b) *Surrey speed reduction scheme*
Cllr Dennis has contacted 20s Plenty. Cllr McCann and Brockwell attended inter-parish meeting. Some local parishes have supported 20's Plenty and some haven't. Cllr Brockwell will provide an update from that meeting in April. Cllr Dennis advised that 30mph signs that used to be up in the village have now been replaced. They were taken down after consultancy from Surrey Hills Decluttering Group to help traffic management. Cllr Dennis proposed to keep the signs up as the data we've received off the VAS so far shows that the average speed has not gone down but has actually gone up. Cllr Yeoman seconded, and all voted in favour. Cllr Dennis also proposed to have the white lines put back in the road and the cat eyes. Seconded by Cllr Yeoman, and all voted in favour.
- 058/23 **Outdoor maintenance and open spaces: Cllr Yeoman**
- a) *Dog fouling*
Cllr Yeoman advised the problem is still continuing and that the kids are not playing in the park again due to dog fouling in the park. Clerk to check community impact statement status with PCSOs. Kids not playing in the rec again due to the dog mess. PC are still looking for a place to put the camera. Clerk to discuss with Cllr Robinson. Clerk to also do a report of dog fouling for Tupper's Alley. **CJ**
- b) *Albury Lodge*
Overhanging trees not resolved. Clerk to chase. **CJ**
- 059/23 **Planning and environment: Cllr Gellatly**
Enforcement and weekly list circulated. Guildford planning process remains stalled due to staffing difficulties.
- 060/23 **Village Hall: Cllr Brockwell**
- a) *Outstanding debts*
Clerk that some old outstanding debts have been paid. Some still remaining.
- b) *Heating in hall*
The Clerk has received some reports of the heating not working from regular user. **CJ**

- 061/23 **Allotments: Cllr Robinson**
 a) *New interest*
 Some new interest received by the Clerk. New tenancy agreements for 1st April 2023 to be sent soon. **CJ**
GR
- 062/23 **Communications: Cllr Dennis**
- 063/23 **Environmental projects: Cllr McCann**
 a) *Impacts of climate change for APC*
 Documents circulated with proposal to develop an impact assessment with support from SCC, climate and sustainability into NP, build climate and sustainability on monthly agenda, review suppliers in regards to sustainability, support and promote local action. **AM**
 To be discussed at next meeting.
- 064/23 **Neighbourhood Plan: Cllr Dennis**
 a) *Meeting*
 A NP meeting will be taking place on 29th March at 19:30. The Draft plan has been circulated. Cllr Dennis informed AECOM have come back with a draft also. Green policies will be reviewed at the time of submitting and replaced with the latest policies. She also confirmed that consultations in the community are likely to be undertaken in May. She also informed that the current consultant she's been working with is retiring. Cllr McCann raised that we should look into streamlining the overall policy set ensuring no overlap between current policies and new NP policies. The Clerk to look into standing order and financial regulations, and compare with NALC and other local parishes. **CJ**
- 065/23 **Finance**
 a) Bank reconciliation; *Annex 2*
 Approved at £57,541.12.
 b) Payments and receipts; *Annex 3*
 Net receipts over payments of £3,245 approved.
 c) Cashbook report; *Annex 4*
 Cashbook receipts of £58,984.25 and payments of £58,765.34 approved.
- 066/23 **Councillor's business: for noting or including on a future agenda**
 a) Clerk to look through minutes in the memorial library, and uploaded missing minutes from 2012 and 2013.
 b) Cllr Yeoman suggested for the PC to complement B4SH for the quality of the road crossing. The Clerk to contact B4SH after approval of letter.
 c) Cllr McCann raised the works done by BT for the road crossing recently. The Clerk to liaise with Cllr McCann and contact BT in regards to this.
 d) Cllr Gellatly informed that there is grass strimmings piling up around the tree near the pond on Farley Green. The Clerk to contact the contractors who does this to see if they're able to rake this away next time they trim.
- 067/23 **New Correspondence**
 None has been received
- 068/23 **Dates of meetings**
 Full council: 3rd April, 24th April (Parish Meeting), 15th May (to be confirmed)
 Planning: 3rd April, 17th April
- 069/23 **Open Forum**
 Meeting closed: 21:11
 Dated this

*Signed: CJ Bishop-Wright
Parish Clerk*