



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 7th February, 2022 at 7.30pm in the village hall
for the transaction of the under mentioned business.

A minute's silences was held at the start of the meeting in honour of Councillor John Rowland who sadly died in January 2022.

Present: Cllrs J. Brockwell, P. Gellatly, A. McCann, G. Robinson, P. Yeoman, S. Dennis
County Cllr R. Hughes

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

- 016/22 **Election of Chairman:** Cllr Brockwell proposed to continue as Chairman until the May elections, Seconded by Cllr Dennis, all in favour.
- 017/22 **Apologies for absence:** noted from Cllr Jones and Cllr Bevan
- 018/22 **Declarations of interest:** none were made
- 019/22 **Minutes of the meeting held 6th December:** were agreed as a correct record of the meeting and signed by the Chairman. A meeting was not held in January 2022 due to COVID restrictions.
- 020/22 **Matters Arising**
- a) *Holmbury First Responders:*
 - i) Cllr McCann presented a report from the responders.
 - ii) Clerk to draft a letter to show the PC's support for the responders. Letter must be unanimously agreed before it is sent.
 - iii) County Cllr Hughes will investigate Surrey CC's view of this.
 - iv) The Clerk will contact other local Clerk's for their view.
 - b) *133/21: Open Spaces:* deferred from January meeting
 - i) APC has no obligation to maintain the track on Farley Green that comes off Ride Lane, and therefore no obligation to repair the damage. Will investigate options to block the track so that it is only accessible via foot.
 - c) *Recreation ground:*
 - i) Cllr Robinson confirmed that many people are walking their dogs in the Recreation Ground which is unsafe for children, and not allowed. Action is needed. Locate the "no dogs allowed" signs to put up in the Recreation Ground – if these cannot be found new ones will be ordered.
 - ii) Cllr Brockwell will organise a lock and chain for the gate in the recreation ground.
 - iii) Cllr Robinson to check the swings to see if anything needs repairing.
 - d) *Footpath in Winterfold:* will investigate options for the path to only be closed on the days that they are filming.
 - e) *Drains:* Cllr Robinson raised the flooding in Westonfields as SCC had claimed it was private land and not their responsibility. County Cllr Hughes will investigate how to move higher up the priority list.
 - f) *Queens Platinum Jubilee:* agreed that the PC will assist with costs, but not organise anything. Cllr Brockwell to get an idea of the costs for the March meeting.

021/22 **Clerks Matters arising**

- a) *Training for new Councillors*: a list of available training dates will be circulated to Cllrs by Clerk.
- b) *Annual Parish meeting*: decided to invite representatives from Dark Skies Society, Albury Estate, Albury History Society, Albury Sports Club, Albury Produce Association, Albury Music Festival, B4SH (Broadband 4 Surrey Hills), and the Vicar. With the view to invite Dark Skies representative to be the main speaker.

022/22 **Police matters:**

- a) Crime statistics: the current link is out of date so the Clerk will circulate an updated link and include this on future agendas. <https://www.police.uk/your-area/surrey-police/albury-shalford-compton-holy-trinity-shere-gomshall-peaslake-and-farley-green/?tab=Statistics>
- b) Borough Commander – the new Borough Commander is Sam Turner. The Clerk will also find out the details from the new Rural Inspector and invite them to a meeting.

023/22 **Committee reports:**

Highways, Byways and Traffic: Cllr Brockwell

- a) *Church Lane*: deferred to next meeting
- b) *S106 funds*: Cllr Brockwell will produce a report of how we can use the budget for agreement at the March meeting.
- c) *VAS*: Cllr Brockwell informed that the current VAS does not collect data. Cllr Brockwell will contact the manufacturer to see if we can get it upgraded or exchanged for one which does. If this is not possible we will look into purchasing a new one for around £2,000. There was also a discussion around buying a 'speed box'. Cllr Brockwell agreed to look into costing for this.
- d) *A25 depressions*: County Cllr Hughes advised that SCC Highways have this on their list of works and he is pushing for the work to be done as soon as possible.

Outdoor maintenance: Cllr Yeoman: no new items to report.

Open spaces: Cllr Yeoman: no report had been received.

- a) Cllr Yeoman will take over open spaces.

Planning and Environment: Cllr Gellatly

Minutes of the meeting held 31st January had been circulated.

- a) **The Clerk will send a letter reference to the Cheyne's business and the planning queries around the shed.**

Village Hall:

- a) *151/21*: update on the lighting in the hall – fluorescent fittings have been removed and replacement with panel fittings. Cllr Brockwell will also discuss fixing the floor plug sockets with the contractor. Will inform of final costs at April and will look to recover 50% of the costs from the GBC Grant.
- b) *Fees*: the Village Hall hourly hire fees were proposed to be increased from £37.50 to £38.50 during the week, and from £45 to £46 at the weekends. All in agreement. Cllr Brockwell advised that our fees are a lot cheaper than others in the area, so we can look to further increase these at a later date. Debtors were discussed and proposals for addressing this will be provided by Cllr Brockwell at the April meeting.
- c) The Clerk and Cllr Brockwell have updated the booking system.
- d) The gas and electricity companies have changed and a 3-year contract signed. The companies are British Gas Lite for both gas and electricity.
- e) Cllr Brockwell informed the meeting about the fines incurred for late payment and debt collector fees. He has addressed this.
- f) Village Hall passed the Environmental and Food Health and Safety Inspection.

Allotments: Cllr Robinson

- a) *151/21*: plastic on allotments: all plastic has been removed, and all other rubbish has been

discussed with the responsible party.

- b) *151/21*: update on allotment allocation: Cllrs Robinson and Brockwell visited the allotments to see who is renting and which are available. The Clerk and Cllr Brockwell will redo the tenancy agreements for the coming rental year (1st April).
- c) *151/21*: update on allotments that haven't been paid for: all outstanding allotment rentals have been noted and JB will suggest which to write off and to chase by March meeting.

Communications: Cllr Dennis: no report had been received.

- a) *Albury Matters*: Cllr Dennis and the Clerk will discuss the next issue with a view to publishing it in time to publicise the annual meeting.

024/22 **Environmental Projects**

- a) *Litter picking support*: the PC would like for Albury parishioners to be included in the litter pick, and mentioned that we have the equipment including litter pickers and high-vis jackets. Cllr McCann will liaise with the litter pick ground currently working out of Shere.
- b) *ACE* – Cllr McCann reiterated that PC will have no direct responsibility ACE. Cllr McCann updated on progress of the group. Cllr Dennis to put litter picking and ACE in Albury Matters.

025/22 **Neighbourhood Plan**

- a) The Neighbourhood Plan was substantially delayed last year as we battled with Locality to achieve grant funding – work has progressed since this was finally received.
- b) We are anticipating a first draft Plan from our Planning Consultant in February for all areas of the Plan excluding Affordable Housing.
- c) The Steering Group will need to review this once received.
- d) Our Consultant has been in touch with landowners regarding sites put forward for Affordable Housing, as further information/clarification is required for some sites in order for them to be assessed for suitability. Work on this is in its early stages and it is still too early to determine if any sites will be suitable to put forward for parish consultation.

026/22 **Finance**

- a) *Draft Management report to 31/01/22*: noted and approved.
- b) *Payments to 31/01/22*: noted and approved.
- c) Bank reconciliation to end December, 2021: noted and approved.
- d) *Budget 2022/23*: all agreed.
- e) *Appoint new councilor to authorise payments* – Cllr McCann volunteered, all agreed.

027/22 **Councillors business**: *for noting or including on a future agenda*

- a) *Resignation letter from old Clerk*: it was agreed that this had been covered in the September meeting when the Clerk's resignation was made official.
- b) *P45 for old Clerk*: the Clerk will contact the old Clerk to get their P45.
- c) *Evictions at Edgeley Park*: County Cllr Hughes updated Council. Some residents had been evicted. He advised he is still working with residents and GBC. He would like to ensure that in future the EP License is better policed by GBC. Council agreed to work with Cllr Hughes to achieve this.
- d) *Cricket pitch lights*:

028/22 **New Correspondence:**

None has been received

029/22 **Dates of meetings**

Full Council: 7th March, 4th April, 11th April (Annual Parish Meeting)

Planning: 21st February, 14th March, 4th April

The meeting closed at 10pm.