



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

Minutes of meeting of Albury Parish Council held on
Monday 7th March, 2022 at 7:30pm in the Village Hall
for the transaction of the under mentioned business.

Present: Cllrs P. Gellatly, A. McCann, G. Robinson, P. Yeoman, S. Dennis
County Cllr R. Hughes
Borough Cllr D. Jones, R. Billington
In attendance: The Clerk, Ms. C. Bishop-Wright

- 030/22 **Election of Chairman:** Cllr Robinson proposed as Chairman for the meeting. Seconded by Cllr Dennis. All in agreement.
- 031/22 **Apologies for absence:** noted from Cllrs Brockwell and Bevan, and from Borough Cllr Billington
- 032/22 **Declaration of interest:** from Cllr Yeoman in reference to Neighbourhood Plan 039/22 due to employment by Albury Estate
- 033/22 **Minutes of the meeting held 7th February:** were agreed as a correct record of the meeting and to be signed by the Chairman by the next meeting as the Chairman was absent for this meeting
- 034/22 **Matters Arising:**
- a) *Holmbury First Responders:*
 - i) Cllr McCann provided an update on the HFR; *Annex 2*
 - ii) County Cllr Hughes to assist with getting endorsement letter from 999 Emergency Ambulance Service through SCC **BH**
 - iii) The APC will write a letter of endorsement for the HFR to the Friends of the Hurtwood who are currently contesting the group operating on their land **CJ**
 - iv) Confirmation of other local parish's interests **CJ**
 - v) HFR to be invited to present at the Annual Assembly **CJ**
 - b) *Recreation Ground:*
 - i) 'No Dogs' signs have been put up in the recreation ground
 - ii) There is a latch on one of the gates that is broken meaning that the gate is not closing properly. Cllr Brockwell is already looking into a replacement **JB**
 - iii) Some parishioners have been entering the recreation ground through the motor vehicles gate. There is now a padlock on this gate to avoid this issue.
 - c) *Footpath in Winterfold:* County Cllr Hughes to investigate the options of just closing the footpath on the days they are filming. **BH**
 - d) *Drains in Westonfields:* This was looked into by SCC. A lorry visit was arranged for 04/03/2022 to investigate, and County Cllr Hughes is still waiting to hear back from SCC on the outcome of this. SCC did mention that due to an obstructing fence they were unable to get to the drains, and they did mention that as it is a private road they

do not have the obligation to maintain the drains. The PC responded that this road is not and has never been private, and queried which fence they mean. SCC to report at April meeting.

- e) *Queens Platinum Jubilee*: deferred to April meeting due to Cllr Brockwell being absent.
- f) Cllr McCann outlined the progress with local climate projects. Local community initiatives will be progressed through www.tillingbourne.earth. Borough Cllr Jones' involvement with local environmental projects including the recent planting of 100m of hedges in the Surrey Hills, with the Surrey Hills Society was noted. The Clerk's voluntary involvement with the local community project [tillingbourne.earth](http://www.tillingbourne.earth) was also noted.

035/22

Clerk's Matters Arising:

- a) The Clerk informed that they will be redoing all of the standing orders for the PC which will include all of the PC's responsibilities within the Parish, and this will be posted on the PC's website for the parishioners to see. **CJ**
- b) The Clerk informed that the former Clerk's P45 will be issued when they handover the role as Responsible Finance Officer (RFO) in April. The PC also discussed a farewell present for the former Clerk to be presented at the Annual Parish Meeting.
- c) The Clerk had received an email from a representative of St Michael's Barn Church querying about a previous offer for a grant for a new heater for the church. The amount mentioned was £450. The Clerk will check through all minutes to confirm the offered cost and then confirm this in writing to the representative. **CJ**

036/22

Police Matters:

- a) *Link to crime statistics*: New crime statistics link circulated. The Clerk has been in contact with Surrey Police to provide a monthly or termly report to the Clerk of any police incidents/updates in the Parish which the Clerk will then circulate to the PC. **CJ**
- b) *Inviting Rural Inspector to a meeting*: The Clerk received no response from the Rural Inspector, but informed that the new PCSO had been in touch with them. The PC would like to invite the PCSO to the Annual Parish Meeting, and future meetings to keep up to date with police matters in the Parish. **CJ**

037/22

Committee Reports

Highways, Byways, and Traffic: Cllr Brockwell – in Cllr Brockwell's absence items a-c were deferred to the April meeting.

- a) *Church Lane*: Deferred
- b) *S106 funds*: Deferred
- c) *VAS*: Deferred
- d) *A25 Depressions*: County Cllr Hughes informed that the A25 depressions closure is on the programme for next year's works

Outdoor Maintenance and Open Spaces: Cllr Yeoman

- a) *Tree on Farley Green*:
 - i) Due to Storm Eunice at the end of February, one of the trees on Farley Green had blown over. The PC had already agreed to plant tree on Farley Green in memory of Prince Phillip last year, Cllr McCann has proposed another tree to replace the fallen one. Council agreed that the Acer that has just been planted will replace the tree that fell in the storm. Residents of Farley Green have requested input into a choice of tree to commemorate Prince Phillip. It was agreed that Cllr Gellatly and McCann would liaise with them on the **AM**
PG

understanding that whatever tree is chosen is from native stock and is not an Oak Tree which are currently subject to disease. As part of the discussion residents had suggested Cherry Trees which have been grown on Farley Green for many years. Council agreed that further consideration will be given to plant 7 Cherry trees on Farley Green to commemorate the Queen's Platinum Jubilee, these in addition to the two trees already discussed.

- ii) Cllr Gellatly raised the point that any planting scheme must allow for easy grass cutting and Cllr Yeoman will oversee this.
- iii) Cllr Yeoman covered the cost for the Acer at a total of £261 and they need to be reimbursed for this. The Clerk will forward this to RFO.
- b) *CP606 Proposed Footpath:*
 - i) The situation of the proposed footpath is between Public Footpath 204 Shere and Public Footpath 208 Albury (*Annex 3*). A local resident has applied for the footpath to be formally recognized as a public right of way they believe it has been in public use for almost 20 years. This is in response to the land owner recently installing a gate preventing access. Council discussed this dispute and County Cllr Jones agreed to liaise with GBC planning dept.
 - ii) The PC are all in agreement that this land is not and has never been a public right of way. The Clerk to comment on this. **CJ**
- c) Matters raised by Cllr Yeoman
 - i) Asked for permission to use the same two contractors for the coming year – approved by all.
 - ii) During the storm a tree fell down which enveloped the bus shelter close to the New Road/Sherbourne junctions. This land is managed by GBC and it is their responsibility to clear the tree which is dangerous to the public. Borough Cllr Jones to report this to GBC. **DJ**
 - iii) Permission for the Parish to be put on the grit road maps.
 - iv) Informed that the Hippo Ponds at Lipston Lane are going to be cleaned this summer.
 - v) Informed that the maintenance has been done on the Farley Green pond and this also needs to be paid for. This has already been forwarded to the RFO, and the Clerk will chase this up. **CJ**

Planning and Environment: Cllr Gellatly

- a) Minutes of the meeting held 21st February: were agreed as a correct record of the meeting.
- b) Enforcement list circulated on 1st March.
- c) Matters raised by Cllr Gellatly:
 - i) Cheyne's Garage still needs looking into – retrospective planning application submitted for a garage built in 2019. Borough Cllr Jones will look into this and check why there is still no enforcement action for this. **DJ**
 - ii) Raised that Guildford and Waverley planning departments have merged together – the PC would like an explanation of the new processes since the merging. Borough Cllr Jones will investigate this with Mr Horwood, the new CEO of Waverley and Guildford Borough Councils, and look into the possibility of inviting them to a meeting to explain the situation. **DJ**

Village hall: Cllr Brockwell
Nothing to report

Allotments: Cllr Robinson
Nothing to report

Communications: Cllr Dennis

- a) The next edition of Albury Matters is being prepared and will be circulated with the April edition of the parish magazine.

038/22

Environmental Projects:

- a) Cllr McCann informed that someone has volunteered to take over responsibility for the phone box on Farley Green – they are looking to do something creative with the box. Cllr McCann queried whether as the PC we have the responsibility to maintain – Cllrs confirmed that we do have the obligation to maintain the box.

039/22

Neighbourhood Plan:

SD

- a) A number of meetings have taken place regarding affordable housing which has brought into questions the direction of our Neighbourhood Plan. Cllr Dennis agreed to call a meeting of the NP Steering Group to discuss this, and will revert back to Council with a recommendation.

040/22

Finance:

- a) *Management reports end February 2022:* noted and approved
b) *Payments to 28/02/2022:* noted and approved
c) *Bank reconciliation end of January 2022:* noted and approved

041/22

Councillor's Business

042/22

New Correspondence

043/22

Date of Meetings

Full Council: 4th April, 11th (Annual Parish Meeting), 9th May.
Planning: 14th March, 4th April.

Dated this: 29th March, 2022
Clerk

Signed: C. J. Bishop-Wright, Parish