



# ALBURY PARISH COUNCIL

Serving Farley Green, Brook, Little London & Newlands Corner

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

Notice is hereby given of a meeting of Albury Parish Council which will be held on

**Monday 5<sup>th</sup> December, 2022 at 19:30 in the village hall**  
for the transaction of the under mentioned business.

### **Open Forum:**

Sally Blake and John Oliver from Save Surrey Countryside group attended the meeting. Sally advised that the condition of the ancient Yew Trees at Newland's Corner are currently declining. The causes are unknown, but are likely to be either nitrogen deposits, or the soil compaction caused by the increase number of visitors to the site. She asked the council to prioritise climate change and nature in all future decisions, and requested an escalation of the NP to adoption. Cllr Dennis responded and said that the Parish Council could not fully adopt the recommendations of the NP until it has been to public referendum. She advised that the Council could not therefore prioritise these issues above all others. She did, however, confirm that the Parish Council is embracing the need to address both climate change and the promotion of 'green' matters citing the support of the new Tillingbourne.Earth group. She advised of recent green decisions that the council has made, and the increase of interest in the council to prioritise green decisions. Cllr Brockwell also updated on the SCC speed reduction test scheme and 20s Plenty initiative, and advised that when the SCC scheme is extended to Albury this might decrease emissions from cars, which can lead to less nitrogen deposits from the reduced speed. Cllr Dennis said that the PC welcomes input from groups like Save Surrey Countryside in helping to inform them in their decision making.

Jonh Oliver asked by the Council meeting agenda was not available on the website. The Clerk advised that the PC have been having issues with websites and emails, as it is currently moving to a new website and email host which when complete will eliminate these problems. During the changeover, there have been some difficulties with uploading documents onto the website. Cllr Brockwell confirmed that he had put the agenda on the village noticeboards as usual.

CJ

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

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

191/22 **Election of Chairman:** Cllr Bevan was absent from this meeting, so the Vice Chair, Cllr Dennis, stood as Chair for the meeting.

192/22 **Apologies for absence:**  
Cllrs P. Yeoman and S. Bevan  
Borough Cllr D. Jones

193/22 **Declaration of interest:**  
None received.

194/22 **Minutes of the meeting held 3<sup>rd</sup> October and 7<sup>th</sup> November; Annex 1**  
Both sets of minutes were agreed as a correct record of the meeting. Agreed and signed.

195/22 **Actions Update**

- a) *New councillor* – The Clerk to write a formal introduction to the new borough councillor and invite them to the January meeting.

CJ

- b) *Shophouse Lane closure* – Cllr Hughes updated on the closure for 4 days with no notice. He advised that there was no need to apply for an s.50 application for the closure as it was utility works that were going on. Cllr Hughes advised that there is not much we can do regarding this. Cllr Dennis asked Cllr Hughes what we can do moving forward to avoid this situation again and how we might achieve better advanced warning.. Cllr Hughes advised residents to report any similar incidence through the normal channels so that there is evidence of the inconvenience it causes. Clerk to contact Amanda Richards in regards to the Highways Bulletin which advertises future works and can be promoted within the parish. Cllr McCann to draft a letter with Cllr Hughes to send to Amanda Richards about this recent incidence. **AM  
BH**
- c) *Flooding in Westonfields* – Cllr Hughes advised that he is due to have a meeting regarding this shortly, and will update at the next meeting. Cllr Dennis found evidence through past Albury Parish Council meeting minutes of SCC previously clearing the ditch in the Warren and accepting responsibility for the work. SCC and Countryside Access have advised that they do not believe they have to clear this ditch and believe it is the responsibility of Albury Estate. Cllr Hughes will update Council after his meeting. **BH**
- d) *Flooding at Yeoman's Acre* – Cllr Hughes advised that the outflow from the gullies are blocked, which is causing them to not work properly. He is due to discuss this with Surrey Highways. **BH**
- e) *Database* – Cllr Dennis is going to look into collating a parish email database to support improved resident communications, in preparation for NP, and for use in emergencies. **SD**
- f) *Trees at Farley Green* – The trees have been chosen and will be two broad lead lime trees. Cllr Yeoman is to create a plan of when to plant and for maintenance. This information will also be circulated among Farley Green residents. **PY  
CJ**
- g) *Letter regarding maintenance around the parish* – The Clerk will draft an email to the owner of the land adjacent to the Amenity regarding the railing to the side of access bridge, and send to Cllr Dennis. **CJ  
CJ**
- h) *Drawings* – The Clerk to chase up on the drawings that a resident offered the PC of the parish.
- i) *Wayleave* – Cllr Dennis has signed the Wayleave for B4SH for granting access over parish owned land in the centre of Albury, i.e. access track to the Recreation Ground and the Recreation Ground. **CJ**
- j) *Edgeley Park* – The Clerk to chase a response from GBC regarding the Parish Council's recent letter regarding Edgeley Park.

196/22 **Brief Report from Borough Councillors:**

The Borough Cllr left a report with the Clerk in her absence.

- a) *Road cleaning* – Cllr Jones advised that the responsibility for road cleaning is split between SCC and GBC. Cllr Brockwell advised that a sweeper from GBC has come to clean the road recently. Cllrs agreed that they would like Cllr Jones to be more forthcoming in reporting matters at GBC on a regular basis, in particular Cllr Dennis requested an update from Cllr Jones on the Local Plan for the next meeting. Cllr Brockwell also requested a general update from GBC, including any increase on council tax. **DJ**

197/22 **Brief Report from County Councillors:**

- a) *Footpath in Winterfold closure during filming* – Cllr Hughes advised that the film companies will not open footpaths on days when they are not filming. SCC have informed that in the future if they are filming for more than 5 days, this will be discussed with film companies at the agreement stage. Cllr Hughes has forwarded this email to the Clerk and the Clerk will save the document.
- b) *Hydrogen plant* – The iGas application at Albury wellsite has been withdrawn by iGas. Cllr Hughes is unsure of on what grounds, but will update if they find any more information.
- c) *Woodhill Sandpit* – Cllr Brockwell advised that there are works going on in the sandpit. These are separate to the works proposed in the SCC planning application. They are currently making the site suitable for large lorries to enter and preparation work for approved building. **BH**
- d) *Newland's Corner* – Cllr Hughes advised of the changes of accessible access. The accessible parking spaces do not have enough space at the side of the vehicles for access.

There has also been a post put up so that disabled cars cannot get near to the toilets. He is addressing this with SCC officers.

SD

- e) *20s Plenty* – Cllr Dennis proposed to invite 20s Plenty to a meeting to discuss with the PC.

198/22 **Matters Arising:**

- a) *Holmbury First Responders*

- i) *Proposal for PC to Support HFR*

The Clerk read a report from Cllr Jones in which she expressed her concerns about the PC supporting the responders whom she believes have misled people when discussing their qualifications. Cllr McCann reiterated that the individuals who run this group are just trying to help other people. Cllr Gellatly advised that the group are using the Emergency Workers Act 2006, which is being misapplied in its use here by claiming that they are being obstructed by not being allowed to drive quad bikes on land that they are not authorised to drive on. The act is to protect certain emergency service providers and their helpers from obstruction and hindrance while responding to an emergency.

CJ  
SD

Council agreed that it had already agreed to support HFR but wished to clarify the capacity of this support. Cllr McCann suggested that APC recognize the good work the HFR are doing and write to local landowners requesting they allow access to them on their land. Cllr Brockwell requested regular progress updates on the responders' work but was uncomfortable with asking landowners to support them. This was supported by Cllr Gellatly, but not Cllrs McCann and Robinson. Cllr Dennis proposed that APC asks the HFR to keep it updated regarding tis work and future training and that APC writes to local landowners drawing attention to the good work the HFR are doing, and asks them to continue to evaluate the work of this group. A vote was taken and this was agreed by Cllrs Robinson and Dennis voted in favour, Cllr Brockwell voted against, and Cllr Gellatly abstained. Cllr Dennis proposed to write a letter to landowners. The Clerk and Cllr Dennis to draft a letter to bring to the next council meeting for approval.

199/22 **Clerk's Matters Arising:**

200/22 **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) *Community impact statements* – The Clerk advised that the PCSO is still getting round to doing the community impact statements, but is struggling to move this forward quickly due to the lack of evidence. The PCSO has requested that residents continue to report any anti-social behaviour issue to the police, so that this can move up the PCSO's priority list.

CJ

**Committee Reports:**

201/22 **Highways, Byways, and Traffic: Cllr Brockwell**

- a) *VAS* – The VAS is currently not working and Cllr Brockwell and Cllr Gellatly are looking into this. No information has been downloaded yet as Cllr Bevan is away. Cllr Dennis advised that her partner has previously done this and would be happy to do so again. Cllr Brockwell to forward this information to Cllr Dennis.
- b) *Wayleave* – Signed as above. Cllr Brockwell is to put a proposal on the next agenda for a grant to B4SH. The PC has previously agreed to give a £10,000 total grant, and we have currently granted £2,500 of this. Cllr Brockwell will propose £3,000 for work in the centre of Albury, and £2,000 for Farley Green and Brook Hill. The balance will be asked for when north of August Lane is to be worked on.
- c) *Grit bins* – Cllr Brockwell has done an analysis of the condition of the grit bins in the parish ahead of cold weather, some are the responsibility of APC and SCC. He has reported lots of dog waste and other refuse in the bins. This analysis has been forwarded to Cllr Hughes to ensure all records are brought up to date. The Clerk has saved this document. Cllr Brockwell and Cllr Gellatly are going to top the grit bins up as soon as possible. Cllr McCann re-raised the succession planning to be done before Cllr Brockwell stands down in May.

JB  
SD

- d) *Ditch at Farley Green* – Cllr Brockwell advised that the ditch is being cleared at Farley Green near Farley Hall. The road is being regraded to try and stop the water coming down by pushing it into the ditch. Cllr Brockwell has spoken with another potential company to complete the work here. Cllr Brockwell will put a proposal for this on a future agenda.

202/22 **Outdoor Maintenance and Open Spaces: Cllr Yeoman**

- a) *Dog Fouling* – Cllr Brockwell still looking into an appropriate place for the camera to go. **JB**  
b) *Ditches and flooding* – As above.

203/22 **Planning and Environment: Cllr Gellatly**

- a) *Shambhala planning application* – Cllr Dennis was concerned at the recent planning meeting that some trees might need to be cut down to allow access to the back of the property. Cllr Gellatly has looked into this and this does not appear to be the case.  
b) *Generator at the Sita landfill site* – Cllr Brockwell confirmed that the new generator is in the process of installation. They have had a second generator approved for the site. A second generator means that if they produce too much gas at the site, they can use the generator to prevent having to flare off any extra gas and use as a back up generator.

204/22 **Village Hall: Cllr Brockwell**

- a) *British Gas* – The PC received a letter regarding errors calculating the VAT and climate change levy from British Gas who have assumed that the memorial library and the village hall are not two separate sites. Cllr Brockwell will go back to British Gas and inform them that we are eligible for a reduction due to the separate sites. **JB**  
b) *Outstanding fees* – Cllr Brockwell has completed an analysis of the outstanding debts from 2016 to now. Cllr Brockwell will advise if any need to be written off at a meeting of the Village Hall committee on 19<sup>th</sup> December at 19:30, after the planning meeting at 19:00. **JB**

205/22 **Allotments: Cllr Robinson**

- a) *New tenants* – Cllr Brockwell has received some interest for new tenants at the allotments. He will chase these after the allotments have been remarked. **GR**

206/22 **Communications: Cllr Dennis**

No update.

207/22 **Environmental Projects: Cllr McCann**

- a) *Litter pick* – Cllr McCann advised that Tillingbourne.Earth have activated multiple local projects largely in Shere and surrounding areas and in Albury. Improved comms to go into January parish council magazine. Cllr McCann advised council to look at progress on [www.tillingbourne.earth](http://www.tillingbourne.earth) website. Critical to progressing activity within Shere has been activate, volunteers missing in Albury. **ALL**  
b) that Tillingbourne.Earth have received increasing information about local projects, but from surrounding areas and not so much Albury. He has requested any information about local projects, so that these can be shared within the community. Cllr Dennis suggested finding an environmental champion within the parish.

208/22 **Neighbourhood Plan: Cllr Dennis**

- a) *Update* – Cllr Dennis advised that the grant that we could no longer use has been returned to Locality. Cllr Dennis has now been able to make contact with AECOM who are going to do a design and character assessment of the parish and the settlements within it. They will take all of the settlements and look at the character and nature of each. Once adopted as part of the NP, this will have to be considered by GBC planning officers in determining any future planning applications that are made in the area. This assessment was free of charge as a perk of support from Locality. Cllr Dennis suggested that we may need to earmark some of our reserves for the NP next year. Cllr McCann requested any small business information that Cllr Dennis has to help with Tillingbourne.Earth. **SD**

209/22 **Finance**

- a) *Bank reconciliation* – to be reviewed in the Finance meeting after the planning meeting on

19<sup>th</sup> December.

- b) *Payments and receipts* – This report will be updated due to some errors after the Clerks meeting with Cllr Brockwell this week. **CJ**
- c) *Management reports* – to be reviewed in the Finance meeting after the planning meeting on 19<sup>th</sup> December.
- d) *Precept* – Cllr Brockwell has shared an analysis of the precept. Due to the decrease of Band D properties, a 0% increase of precept would result in a £1,944 reduction of total precept receipt. To keep the precept the same total value, there would have to be an increase of 4.82% individually. This will be revisited at the finance meeting after the planning meeting on 19<sup>th</sup> December. **CJ**

210/22 **Councillor's Business**

- a) *New councillors* – As some councillors will be stepping down in May, Cllr Dennis proposed that someone take on the responsibility of advertising for the openings. Cllr McCann to take this on. **AM**
- b) *Recording meetings* – Cllr Gellatly suggested for the Clerk to record the meetings to assist with writing minutes. All agreed.
- c) *Coronation* – Cllr Brockwell has found the coronation celebrations book from 1953. He has suggested that someone organise do the same for the Coronation in 2023. Clerk to ask the residents who organise the Queen's Jubilee picnic. **CJ**
- d) *Christmas tree* – Cllr Dennis requested information on the parish Christmas tree. Cllr Brockwell advised that a tree was not cut by the Estate for the Village Hall as this was not requested by the PC. Cllr Dennis was to organise lights for the tree adjacent to the memorial library. **PG**

211/22 **New Correspondence**

212/22 **Date of Meetings**

Full Council: 9<sup>th</sup> January, 6<sup>th</sup> February.

Planning: 19<sup>th</sup> December, 9<sup>th</sup> January.

Highways, Byways, and Finance: 19<sup>th</sup> December.

The meeting closed at 20:59

*Dated this:*

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