



# 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 8<sup>th</sup> January, 2024 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, G. Robinson, N. Edwards, P. Gellatly, S. Dennis  
Borough and County Cllr R. Hughes  
Member of the public: Mr J. Brockwell

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

In the Chair's absence, the meeting was chaired by Cllr Dennis, the Vice Chair

- 001/24 **Apologies for absence**  
Cllr S. Bevan  
Borough Cllr D. Newson
- 002/24 **Declarations of interest:**  
None.
- 003/24 **Minutes of the meeting held on 15<sup>th</sup> November and Monday 4<sup>th</sup> December; Annex 1**  
Minutes from the November meeting were approved as a correct record of the meeting and signed. The minutes from December will be recirculated with Cllr Dennis' comments from previous meeting, and signed at the next meeting if approved.
- 003/24 **Actions Update; Annex 2**
- a) *Ditches* – no update. Cllr Hughes will discuss with Mr Brockwell and confirm who owns the ditches around the parish. Cllr Hughes updated that SCC are looking to transfer responsibility for some ditch clearing to parishes. Cllr Hughes will update further at the next meeting.
  - b) *Mowing* – removed from action list. To be rediscussed in spring.
  - c) *SITA/SUEZ viewing platform sign* – Cllr Edwards got a quote for the sign for £79 (plus VAT). Cllr Edwards is going to go back to the company to see if they can include a photo of the view on the sign, or if there are another other companies we can get a quote from. **NE**

- d) *No parking sign* – Cllr Edwards advised no parking signs are £23 each (plus VAT). Cllr Edwards proposed to purchase 3 of these. Cllr Dennis seconded. All in favour. **NE**
- e) *Website move to .gov* – finalising now. **SB**
- f) *Re-dressing of The Street* – this is now completed. Cllr Hughes said that road line painting was due to take place in the parish. The council requested that the central road markings in the village centre were re-instated as their previous removal had not contributed to a reduction in traffic speeds and had proved dangerous. All agreed. Cllr Gellatly asked Cllr Hughes when the re-dressing of Shophouse Lane will be done as it was meant to happen on 27/11/2023, and the pre-hatching has already been done. Cllr Hughes to investigate. **BH**
- g) *SCC new speed cameras* – Cllr Hughes is chasing whether the parish council can have a copy of statistics produced from the new speed cameras on the A25. **BH**
- h) *Santa Fir* – Footpath 227 is still blocked. Cllr Hughes to chase the removal of the blockage with Countryside Access. **BH**
- i) *Save Surrey Countryside* – Clerk agreed to source an update from Sally Blake of her work at Save Surrey Countryside, and add this to the website under ‘Climate Emergency’. In particular, the work on lichens and trees in Albury Park. **CJ**
- j) *20mph signs* – Clerk agreed to contact Wonersh Parish Council to find the company that made the wooden 20mph signs on Blackheath Lane. **CJ**
- k) *Albury Lodge* – Despite letters to the owners, there is still substantial vegetation overhanging the pavement at the field of Albury Lodge. Cllr Dennis will write to the owners and ask them to clear or offer services of the parish handyman with cost to be incurred by the owner. **SD**

004/24 **Finance; moved to start of the meeting as Mr Brockwell attending to assist with finances**

The following to be approved and signed, where necessary:

- a) *Bank reconciliation; Annex 2*  
Approved and signed.
- b) *Payments and receipts; Annex 3*  
Approved and signed.
- c) *Cashbook report; Annex 4*
- d) *Invoice list; Annex 5*
- e) *Precept proposal; Annex 6*

Mr Brockwell presented the proposal for precept. The options were to keep the precept the same as last year, which would give a total of £45,404.19; or to increase it by 2.99% to give a total precept of £44,840. The former would give £453 for contingency planning, and the latter would give an additional £1,300, giving £1,753. In view of the precept being decreased by 4.1% for the current financial year, the local council tax support scheme unlikely to go ahead for 2025/6 considering GBC’s current financial situation, and the PC already being over budget for this year, the proposal of 2.99% was agreed. Cllr Dennis proposed. Cllr Robinson seconded. All in favour.

- f) *Budget proposal; Annex 7*

The budget proposal was approved.

The Parish Council extend their thanks to Mr Brockwell and the Clerk for the work in preparing the finances.

005/24 **Brief Report from Borough Councillors**

006/24 **Brief report from County Councillors**

- a) *Broadband in Westonfields*

Cllr Robinson advised Cllr Hughes of a recent broadband cable that has been installed in Westonfields. After they dug the trench to lay the cable, they have laid concrete over, which is now lifting and coming out in chunks. Cllr Robinson will forward photos to Cllr Hughes. **GR**  
**BH**

007/24 **Matters arising**

- a) *Bins for the recreation ground*

**CJ**

The Clerk to look into fox-proof bins for the recreation ground to replace broken current ones.

008/24 **Clerks matters arising**

a) *Defibrillators*

The Clerk advised that some of the defibrillators around the parish may need replacing, and some of the cabinets should be considered for replacement as they are not damp proof. New cabinets would be electric and would keep the defibrillators warm, so the one at Farley Green may need to be moved so that it can be connected somewhere. The Clerk to look into this and circulate.

**CJ**

009/24 **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/>

Committee reports:

010/24 **Highways, Byways, and Traffic: Cllr Robinson**

a) *VAS*

Cllr Bevan is in the process of returning the VAS to the manufacturer.

b) *Track off Ride Lane*

Proposal to block or cover the track were abandoned. No further action on this.

011/24 **Outdoor maintenance and open spaces: Cllr Edwards**

a) *SUEZ/SITA Viewing Platform*

See actions list.

b) *Dying poplar tree on Farley Green*

Cllr Edwards has received the report from the arboriculturist about the tree. It does have honey fungus, and there is a risk it will fall, meaning the parish council have liability and a responsibility to cut this down. There is no TPO protection on the tree and Farley Green is not a conservation area so the tree can be felled. This needs to be done before 01/03/2023. The Clerk to put a notice in the parish mag about this. Cllr Edwards proposed to fell the tree. Cllr Dennis seconded. All in favour.

**NE  
CJ**

c) *Edgeley Park*

Cllr Edwards has chased whether the company have changed their booking system to inform bookers about the parking restriction for commercial vehicles on Farley Green. No sign of this yet.

**NE**

012/24 **Planning and environment: Cllr Gellatly**

Nothing to report.

013/24 **Village Hall: Cllr Bevan**

a) *Caretaker's Salary*

The caretakers have requested a payment review as they have not had one for some years. The Clerk suggested a 10% pay increase as the caretaker has not had a pay review for a while. The council decided to give the handyman a 10% increase also. This will increase the total monthly salary for both roles the total of £555. This is all included in the agreed budget proposal. Cllr Dennis proposed. Cllr Robinson seconded. All in favour.

014/24 **Allotments: Cllr Robinson**

a) Not all allotment fees have been received. Cllr Robinson to look into this. Cllr Edwards to discuss with Cllr Robinson about spraying the allotments.

015/24 **Communications: Cllr Dennis**

Nothing to report.

016/24 **Environmental projects: Cllr McCann**

a) *Joint local action*

Cllr McCann to have a meeting with the Estate and Zero Carbon Guildford to discuss more joint local action.

**AM**

017/24 **Neighbourhood Plan: Cllr Dennis**

a) *Update*

The Housing Needs Survey has been posted and due to arrive on 10/01/2024 and households have until 07/02/2024 to respond. This has been advertised on the parish noticeboards and in the parish mag. The report will take 3 months to come back. The cost of this is around £870, including 50% return postage. AECOM are coming to look at affordable housing sites in the next couple of weeks, and then produce a viability assessment report. The NP Steering Group will try to get as much of the draft done before the return of the Locality grant at the end of March but we will not be able to spend all of the grant awarded by then. This means that any outstanding will have to be returned to Locality and with the uncertainty of the general election, is it unclear if further grant monies will become available. This means that the parish council may be liable for costs of up to £15,000 to complete the NP. This money will be covered (if necessary) by previous underspend and reserves, and is already earmarked.

018/24 **Councillor's business: for noting or including on a future agenda**

a) *Jubilee photo for village hall*

The Clerk to chase Sally Godfrey in regards to the photo taken at the Platinum Jubilee.

**CJ**

019/24 **New Correspondence**

020/24 **Dates of meetings**

Full council: 5<sup>th</sup> February, 4<sup>th</sup> March

Planning: 29<sup>th</sup> January, 19<sup>th</sup> February

Meeting closed: 21:24

*Dated this:*

*Signed: CJ Bishop-Wright  
Parish Clerk*