



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 2nd September, 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

Present: The Clerk, Cj Bishop-Wright

In attendance: Cllrs G. Baker, S. Bevan, P. Gellatly (arrived 19:31), N. Edwards, and A. McCann

Borough and County Cllr R. Hughes

Members of the public: Mr. R. Hogben

Apologies for absence: Cllrs S. Dennis and G. Robinson

Borough Cllr D. Newson

145/24 **Open Forum**

Mr. R. Hogben raised concerns about the recent roadworks on The Street, highlighting that the roads were improperly cleared of grit before resurfacing, resulting in a messy finish. He also opposed the reintroduction of central white lines and new bus stop signage, arguing that these changes undermine the village's rural character.

Cllr Gellatly arrived (19:31).

Mr. Hogben reminded the Council that it had previously decided against using white lines in the village and had opted instead for narrow gateways at Tupperts Alley and Tillingbourne Mews to slow down traffic. Cllr Hughes confirmed that he has already brought this issue to the attention of the highways engineers and will follow up on it.

Mr. Hogben also requested more regular maintenance of the troughs throughout the village and in the riverside amenity area. He suggested that the Council explore additional ways to enhance village facilities. In response, Cllr Gellatly mentioned that a resident is currently maintaining some of the troughs. Cllr Bevan acknowledged the suggestions and noted that while they are worth considering, they would incur additional costs.

146/24 **Declarations of interest:** None received.

147/24 **Minutes of the meeting held on Monday 1st July; Annex 1** Approved and signed as a correct record of the meeting.

- a) *Minutes of the Open Spaces, Maintenance, and Highways & Byways meeting on 5th August, 2024; Annex 2*

Approved as a correct record of the meeting.

- Cllr Edwards advised on action points from the minutes:
- b) *Ditch clearing the Warren*
The ditch has now been cleared on 24th and 25th of July. However, the top end became blocked again within a month, and a resident has since cleared it. Cllr Edwards noted that this area is prone to frequent blockages and suggested arranging regular maintenance with the Albury Estate. He proposed scheduling clearing every 3-4 months, which would require about half a day's work four times a year. Cllr Edwards will discuss this with the Albury Estate, and the Clerk will add this item to the next agenda. Cllr Edwards also inquired about the status of the drain clearing at Church Lane. Cllr Hughes responded that while plans are in place, funding has not yet been secured. Cllr Gellatly suggested sending invoices for drain clearing to SCC, and Cllr Bevan proposed creating an annual schedule for drain maintenance. The Clerk will draft a letter to SCC and circulate it for approval. NE
CJ
 - c) *Farley Green tree*
The tree has been planted, but the contractor requested an increase in the fee from £100 to £175 due to the larger size of the tree and additional equipment needed. To go on next agenda. CJ
 - d) *Rubbish bins at Westonfields Recreation Ground and Riverside picnic area*
The replacement bins have arrived, but the contractor warned that the fastenings are of poor quality and might break. Cllr Edwards proposed exchanging the bins for a more durable model. The Clerk will liaise with the manufacturer, and Cllr Edwards will advise on a suitable replacement. NE
CJ
 - e) *Defibrillators*
SCC has been contacted to confirm whether they will cover the cost of installing electricity for the defibrillator at Newlands Corner Discovery Centre. The meter box required for Farley Green has been quoted at £720. Cllr Edwards is verifying additional costs with UK Power Networks and will forward the details for the William IV installation so that the Clerk can confirm if the owners will cover the costs. NE
CJ
 - f) *Memorial Library light replacement*
The cost to replace all the lights with LEDs in the Memorial Library is £450, as all existing lights need to be fully replaced. To go on next agenda. CJ
 - g) *Strimming throughout the village*
The contractor is nearing completion of the strimming work throughout the village. Cllr Gellatly inquired about the status of the footpath strimming, which has been delayed. Cllr Edwards will follow up with the contractor to ensure the footpaths are strimmed promptly. NE
 - h) *Cllr Edwards workload*
Cllr Bevan expressed appreciation for Cllr Edwards' contributions since joining the Council and inquired if he is comfortable with his current workload. Cllr Edwards confirmed that he is managing well.

148/24 **Actions Update; Annex 3**

- a) *Bakery Mews traffic calming works*
Cllr Hughes confirmed that funding for the Bakery Mews traffic calming works has been secured. However, the start date for the works is still pending. Clerk to extend due date by 3 months.
- b) *Santa Fir footpath clearing*
The Clerk reported that the Santa Fir footpath has been cleared. The landowners have informed the Council that they plan to replace the fence in the near future.
- c) *New Road repairs*
Cllr Hughes explained that the road is lower than the surrounding field, meaning that any repairs would be temporary, as the issue would likely recur. This section of the road has been repaired several times before. Cllr Hughes will continue to follow up on this issue. BH
- d) *Replacement of bark in rec*
Cllr Edwards is waiting on a quote for these works. NE
- e) *Monitoring VH*
Cllr Bevan has a device to monitor the village hall remotely. Cllr Gellatly suggested replacing the time clock to ensure accurate monitoring. SB
- f) *Repairs of Sherbourne Bridge*

Cl Cllr Hughes reported that the proposal to install a steel crash barrier at Sherbourne Bridge was not approved. There is currently no scheduled date for the bridge repairs.

- g) *Planting FG tree*
The planting was done on 29th July.
- h) *Rec ground equipment*
Cllr McCann is still investigating options for new recreation ground equipment. Cllr Hughes mentioned that he has some available funds for recreational purposes. The Clerk will follow up with Cllr Hughes for more details. This topic will be added to the next agenda. Cllr McCann inquired whether the current equipment is nearing the end of its useful life. Cllr Baker confirmed that the equipment is still in good condition, although the playground inspection report recommended some minor repairs.
- i) *SUEZ/SITA sign*
This was completed on 20th July.

149/24 **Brief Report from Borough Councillors**

- a) *Edgeley Park update*
Cllr Hughes advised he has had reports that Haulfryn are selling the Edgeley Park site.

150/24 **Brief report from County Councillors**

- a) *Update on the communication from SCC regarding dates for the closure of The Street and the reinstatement of the central white lines*
Cllr Gellatly advised that some of the road closure signs are still up after the works have been completed. Clerk to report this. **CJ**
- b) *Update on the pile of earth on the verges of New Road and Sherbourne Road*
Cllr Hughes advised that the response from SCC on this was that this was fly-tipping and not SCC contractors. Cllr Hughes to clarify report and chase resolution. **BH**
- c) *General update*
SCC finances are generally under control. There have been lots of changes with the start of the new Chief Executive.
- d) *Guildford Lane and Chilworth Road junction*
Cllr Bevan advised that a resident has requested a mirror to be put at the junction of Guildford Lane and Chilworth Road as this is a dangerous junction. Cllr Hughes to look into this. **BH**
- e) *Space between Mill Lane and Water Lane*
Cllr Bevan raised to Cllr Hughes that houses between Mill Lane and Water Lane are usually left out of roadworks that happen in the area, including resurfacing. Cllr Hughes to raise this.

151/24 **Matters arising**

- a) *Invite the new rector of the churches*
Cllr McCann advised that the interim rector for the churches has not yet been invited to a meeting. Cllr Bevan to send invite. **SB**

152/24 **Clerks matters arising**

- a) *Utility quotes 2025; Annex 4*
Cllr Bevan proposed selecting Octopus as the energy provider, with Cllr Baker seconding the motion. Cllr Gellatly inquired about potential cancellation fees. The Clerk confirmed that cancellation is free within the first 49 days and during the final 60 days of the contract. The Clerk will verify whether these periods start from the sign-up date or the contract start date. The proposal was approved unanimously.
Cllr McCann requested that the Council develop a decision-making plan that includes setting future priorities. **CJ**
- b) *Invite North Downs Line to a meeting* **CJ**
Clerk advised that North Downs Line asked if we wanted them to attend a meeting. No need for this. Cllr Bevan to stay as the representative.
- c) *Approval of the External Auditors Report and the Notice of Closure of Audit; Annexes 5 & 6*
Approved. The Clerk will publish on the website.

153/24 **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:

- 154/24 **Highways, Byways, and Traffic & Open Spaces and Maintenance: Cllr Edwards**
- a) *Proposal to join the GBC bin emptying schedule for once per week emptying of Westonfields Recreation Ground bin and Riverside Amenity Area bin for the total cost of £680 per year*
Cllr Bevan proposed. Cllr Baker seconded. All in favour.
- b) *Troughs at back end of the village*
Cllr Edwards proposed that the Council take responsibility for maintaining the troughs, as suggested by Mr. Hogben during the open forum. However, he noted that the troughs need to be replaced first. In the meantime, Cllr McCann recommended filling the existing troughs. Cllr Gellatly suggested planting more permanent flowers or plants. Cllr Edwards will investigate these options. NE
- 155/24 **Planning and environment: Cllr Gellatly**
- a) *Green waste left on Westonfields Recreation Ground*
Clerk advised that the waste left here has been reported as in conservation area, and a planning enforcement has been opened. Enforcement number EN/24/00341.
- 156/24 **Environmental projects: Cllr McCann**
- a) *Update*
Cllr McCann advised that some outdated text was on the website under environmental issues. This has now been resolved.
- 157/24 **Neighbourhood Plan: Cllr Dennis**
- a) *Proposal to accept the Housing Needs Survey report; Annex 7*
Cllr Bevan proposed. Cllr Edwards seconded. All in favour.
- b) *Proposal to accept invoice for Housing Needs Survey of £936.59; Annex 8*
Cllr Bevan proposed. Cllr Edwards seconded. All in favour.
- 158/24 **Finance and Village Hall: Cllr Bevan**
- The following to be approved and signed, where necessary:
- a) *Bank reconciliation end of July; Annex 9*
Approved and signed against the July bank statement.
- b) *Bank reconciliation end of August; Annex 10*
Approved and signed against the August bank statement.
- c) *Invoice list end of July; Annex 11*
Approved and signed against the July bank statement.
- d) *Invoice list end of August; Annex 12*
Approved and signed against the August bank statement.
- e) *Bank statement end of July; Annex 13*
- f) *Bank statement end of August; Annex 14*
- g) *Proposal to move to a paid village hall booking platform as current free version is not working properly. Options are £120 per year for Hall Booking Online; £265 for Hallmaster; or £240 per year for Scribe*
Clerk suggested the cheapest option. Cllr Bevan proposed. Cllr McCann seconded. All in favour.
- h) *Village hall review*
Cllr Gellatly advised that the hall has not made a profit for a few years. The lease is up for renewal in December – the Albury Estate have confirmed a 35% rent increase. Cllr Bevan proposed to go back to the Albury Estate Baxter and say we're currently struggling to make a profit from the hall, and an increase of that rate is not viable. All in favour of this. Cllr Bevan to draft letter and circulate for all approval.
- i) *Albury Café*
Cllr Bevan discussed that the free period for the Albury café in the hall is coming to an end. Date to be confirmed when review of village hall is complete.
- 159/24 **Councillor's business: for noting or including on a future agenda**

Nothing to report.

160/24 **New Correspondence**

161/24 **Dates of meetings**

Full council: 7th October, 4th November

Planning: 23rd September, 14th October

162/24 **Open Forum**

Meeting closed: 21:07

Dated this:

3rd September

*Signed: CJ Bishop-Wright
Parish Clerk*