



# 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 4<sup>th</sup> November, 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:** S. Dennis, N. Edwards, Cllrs P. Gellatly, A. McCann, and G. Robinson  
Borough and County Cllr R. Hughes

**Members of the public:** Mr. J. Brockwell

**Apologies for absence:**

Cllrs G. Baker and G. Robinson

Borough Cllr D. Newson

In the absence of the Chair, Cllr. Bevan, the meeting was chaired by Cllr. Dennis

181/24 **Open Forum**

182/24 **Declarations of interest:**

None received.

183/24 **Minutes of the meeting held on Monday 2<sup>nd</sup> September and 7<sup>th</sup> October; Annex 1 and 2**  
September minutes approved as a correct record of the meeting. Clerk to resend October minutes with some amendments.

CJ

184/24 **Actions Update; Annex 3**

a) *Flooding*

Cllr McCann updated that a letter from Council has been sent to the new executive head of transport.

b) *Westonfields road damage by broadband company*

Cllr Robinson and Hughes updated that someone has come to look at the damage, and looking into repairing it.

GR  
BH

c) *Bakery Mews*

Cllr Hughes updated that drawings had been approved for building out the kerb at Bakery Mews and they are now with the Highways Safety team to approve, which will hopefully be by early 2025. Cllr Dennis updated that the kerb will not be built out at both ends of the parking section, but only on the Bakery Mews side, and will have little help with slowing down traffic. The aim of the works is to improve visual for residents at Bakery Mews when manoeuvring.

d) *New Road repairs*

- Cllr Hughes advised of repairs that have been proposed for the road. Cllr Hughes advised that as it's quite narrow the repairs may be unlikely to solve the problem of eroding highway on either side. Cllr Gellatly suggested that proper channels be installed on the road. Cllr Hughes to update. **BH**
- e) *Sherbourne Bridge repairs*  
Cllr Hughes updated that this has not been considered a priority, but is on the list to be repaired. **BH**
- f) *Waste clearing on New Road and Sherbourne Road*  
SCC are claiming no responsibility for waste that was left on New Road and Sherbourne Road after County Council repairs, and claim it was not their contractor. Cllr McCann advised that this waste stopped the contractor strimming the path to complete works. Council decided to leave the waste.
- g) *Albury Parish Churches update*  
Cllr McCann advised that there is an update on the churches which Cllr Bevan will give when he's back. **SB**
- 185/24 **Brief Report from Borough Councillors**
- a) *Highways issue of central white lines and bus stop lines reinstated around on The Street*  
Cllr Hughes advised that some of the lines that were painted after the resurfacing of The Street have been removed already, and some others are due to be removed on 11/11/2024. Cllr Dennis raised that Council previously agreed at March 2023 meeting (minutes ref. 057/23) to reinstate the central white lines on The Street, as they were initially removed to assist with traffic issues and Council are not happy with the outcome of this. Cllr Dennis also reported that a few neighbourhood plan consultations involved had some requests from parishioners to reinstate the central white lines. Cllr Dennis requested that Cllr Hughes find out if the works for removing the central white lines can be cancelled, as the money for these works could be better used. Cllr Dennis also raised that the advanced notice for the works asks residents to cut back any overhanging vegetation – Cllr Dennis noted there is some overhanging vegetation along The Street, which is unlikely to be maintained before 11/11/2024. Cllr Edwards will request the landowner does cut back the vegetation before the date of the works, and the Clerk to stay in updated about this, and if no reply is received to check with Cllr Hughes if the works can be delayed. Cllr Hughes to also chase GBC to clear pavements before the works, where this is their responsibility. **CJ**  
**BH**  
**NE**
- b) *Footpath and road clearing*  
Cllr Hughes updated on a meeting involving discussions around allowing parish councils to advise GBC on which road and footpaths in their parish have priority in terms of clearing.
- c) *Planning reforms*  
Cllr Dennis asked Cllr Hughes how the national planning reforms will be acted on in Guildford. Cllr Hughes to find out more information around brown belt, and any potential sites for this within the parish. **BH**
- 186/24 **Brief report from County Councillors**
- a) *Speed reduction in the parish*  
Cllr Hughes circulated a report of new speed reductions proposed around the parish. Mr Brockwell raised concerns of particular roads that will change speed limits multiple times. Mr Brockwell to send list to Cllr Hughes. Cllr Dennis asked why The Street had no recommendations for speed reduction. Cllr Hughes advised that this is because it's an A-road, but he advised to continue to push for this to be reduced. Cllr Dennis asked for Church Lane, Westonfields, and The Street to be added to the trail for 20mph speed reductions.
- 187/24 **Matters arising**
- a) *Remote and hybrid meetings proposal*  
Cllr McCann presented a report including a response to the government request for consultation to allow local councils to have the option to have meetings remotely. Cllr McCann proposed to support the remote meeting option. Cllr Dennis asked how **AM**

members of the public will be able to attend the meeting. Clerk advised that Council have a subscription for Microsoft Teams, so she can organise this. Cllr Gellatly objected to this with concerns of lack of professionalism and possibility of technical issues. All other in favour. Cllr McCann to draft a response for this.

188/24 **Clerks matters arising**

a) *CILCA Course*

Clerk advised she would like to start the Certificate in Local Council Administration (CILCA) course. She has discussed this with Society of Local Council Clerks, and is happy to self-learn the course and complete without training, and have the option to start the training or seek a mentor if she finds it too difficult at a later date. Cllr Dennis proposed to approve costs for £450 for the qualification and £50 for the introduction session. Cllr McCann seconded. All in favour.

b) *Clerk's back payment*

Clerk advised that NALC have approved the 2024/25 pay scales, which means the Clerk is entitled to £267.60 gross pay increase. Cllr Dennis proposed. Cllr Robinson seconded. All in favour.

CJ

189/24 **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:

190/24 **Highways, Byways, and Traffic & Open Spaces and Maintenance: Cllr Edwards**

a) *Estimate from contractor in charge of strimming around the parish*

Cllr Edwards advised that the estimate for the contractor is the same as last year, so proposed we renew contract. He also advised that the contractor in charge of maintaining the recreation ground and Farley Green have advised they will have the same costs. Cllr Edwards proposed to also renew this contract. Cllr Dennis seconded. All in favour. Clerk to inform.

CJ

b) *Quote for installation of weed ground cover and replacement of bark in Westonfields Recreation Ground*

Costs for this are £180 not £1180 as on agenda. Cllr Edwards advised there are costs of £180 plus £860 previously approved (total of £1040) for these works. Cllr Edwards proposed to accept costs. Cllr Dennis seconded. All in favour. Cllr Gellatly asked if we had considered using rubber instead. Council previously agreed to use bark as this is more environmentally friendly and cheaper to install.

NE

c) *Proposal to contribute to bin emptying costs on Sandy Lane*

Clerk has received a request from the Albury Cricket Club to contribute toward the costs for emptying the two bins they are responsible for on Sandy Lane. Council previously agreed to not pay for these bins when made aware of the introduction of costs from GBC. Council will not be contributing. Cllr Bevan to inform.

SB

d) *Recreation Ground equipment update*

Cllr McCann circulated the full proposal for new equipment in the recreation ground. Previously approved costs of £15,000 at the last meeting. Cllr McCann updated that the costs will be around £7,800, all of which can be reclaimed under s106 funds. Cllr McCann advised there may be a further £1,000 cost to install a toilet on site for the duration of the works. Mr Brockwell raised concerns that lots of s106 monies are being spent in Albury Village, and not other villages within the parish. Cllr Dennis advised that Council are aware of this, but have been trying to use funds as they must be spent on recreation, and Council doesn't have a lot of scope on this. Cllr Edwards proposed to go ahead with this. Cllr Dennis seconded. All in favour.

AM  
NE

e) *SCC new speed limit proposal*

As above. Cllr Dennis advised that she requested further information from the meeting with SCC Highways on what SCC can do to improve traffic problems on The Street. She advised that pavements are unable to be widened. She advised that options for having a lit zebra crossing would be around £200,000; or something more informal like an unlit island would be between £8,000 and £10,000, but this would affect residents parking on The Street which acts as traffic calming and would have to be removed. Cllr

Dennis advised restarting the traffic calming working group, and come up with a proposal to send to SCC.

f) *Ditch clearing invoice from residents at Farley Green*

Cllr Edwards has advised that a resident has cleared the ditch at Farley Green and invoiced Council for £300 plus VAT for the work. Cllr Edwards proposed this be paid. Cllr Dennis seconded on the condition that Council will not approve further invoices for the resident clearing this without approval first. Council are in discussion with SCC and GBC in regards to having funds transferred to Council to do these works locally. All in favour. Clerk to draft letter to the resident advising of this.

g) *Vehicle Activated Sign*

Cllr McCann advised that the VAS on The Street and the mount have been stolen. Cllr Bevan has reported this to the manufacturer.

h) *Christmas tree lights*

Cllr Edwards advised that the lights purchased last year need updating, and he has found a quote for £90. Cllr Gellatly advised that Council already have some other Christmas lights. Cllr Dennis proposed to approve costs of up to £90 to replace the lights, if the lights we already have are not good enough. Cllr Robinson seconded. All in favour.

CJ

191/24 **Planning and environment: Cllr Gellatly**

Nothing to report.

192/24 **Environmental projects: Cllr McCann**

Nothing to report.

193/24 **Neighbourhood Plan: Cllr Dennis**

a) *Draft report of the outcome of the parish consultation*

Cllr Dennis has circulated the draft report to the NP Steering Group and Parish Council. The NPSG will meeting during November to decide steps forward and how we share the information with the community.

194/24 **Finance and Village Hall: Cllr Bevan**

The following to be approved and signed, where necessary:

a) *Bank reconciliation end of October; Annex 4*

Approved and signed against the October bank statement.

b) *Invoice list end of October; Annex 5*

Approved and signed against the October bank statement.

c) *Bank statement end of October; Annex 6*

d) *Village hall costs 2025*

Deferred until finance and village hall meeting on 25/11/2024.

195/24 **Councillor's business: for noting or including on a future agenda**

Nothing to report.

196/24 **New Correspondence**

a) *Footpath blocked at Boundary Cottages*

Cllr McCann advised of new correspondence from ladies with mobility issues who live at Boundary Cottage and cannot access the path opposite their houses due to a blocked footpath. A resident has cleared the path for now. Cllr Hughes to look into this.

BH

197/24 **Closed meeting**

a) *Neighbourhood plan consultation draft report*

Council moved to a closed meeting to discuss the draft report. No decisions were made. Council to wait for feedback from NP Steering Group.

198/24 **Dates of meetings**

Full council: 7<sup>th</sup> October, 4<sup>th</sup> November

Planning: 23<sup>rd</sup> September, 14<sup>th</sup> October

199/24 **Open Forum**

Meeting closed: 21:12

Closed meeting opened: 21:12

Closed meeting closed: 21:23

*Dated this:*

3<sup>rd</sup> September

*Signed: CJ Bishop-Wright  
Parish Clerk*