



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 December, 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, S. Dennis, N. Edwards, A. McCann, P. Gellatly, and G. Robinson

Borough Cllr Newson

Borough and County Cllr Hughes (arrived 19:38)

Members of the public: Mrs P. and Mr D. Chandler

Apologies for absence:

None received.

200/24 **Open Forum**

Mr and Mrs Chandler attended the meeting to explain difficulties they're experiencing with the ditches on Farley Green. The ditch regularly fills and causes some houses, specifically the lowest house on the Green, to flood. Mr Chandler has been assisting residents by clearing out the ditches, and requesting reimbursement from Council for this. Cllr McCann advised on a meeting held with some cllrs and a Highways Maintenance Engineer from SCC, and that Council are trying to figure out where responsibility lies for all ditches, and create a schedule of works to ensure that ditches are cleared regularly.

Cllr Hughes arrived

Council recently sent a letter to Mr Chandler to advise that he will have to contact Council for approval before completing any works in the future. Mr Chandler explained that in cases of emergency he needs a quick way to have this approved, as there will not be time to wait. Cllr Dennis advised that the Clerk has an emergency fund of £2,000, from which she can approve works to be paid for in urgent situations. If there is an imminent flooding issue that Mr Chandler is going to help with, and the ditch that needs to be cleared is one owned by Council, then Mr Chandler should contact the Clerk who will contact Council for approval. Council to write a letter to Mr Chandler outlining this agreement.

201/24 **Declarations of interest:**

None received.

202/24 **Minutes of the meeting held on Monday 7th October and 4th November; Annex 1 and 2**

Minutes of the October meeting agreed as a correct record of the meeting. November to be approved at January meeting.

203/24 **Actions Update; Annex 3**

a) *Flooding*

Cllr Hughes updated on the meeting held with a Highways Maintenance Engineer from SCC, Cllrs McCann and Edwards and the Clerk. The engineer explained who holds the responsibility for maintenance of all of the ditches in the parish. There can be multiple people responsible for one ditch, or the pipes that carry the outflow from the ditch. Cllr McCann is working on a document to circulate so that we can understand who is responsible for each ditch. Cllr Gellatly advised of a review conducted in 2005/6 with the Parish Council and SCC to outline who will be maintaining each of the ditches. Cllr Gellatly to circulate this.

PG

Cllr Hughes also explained that SCC are happy to help Council work out any owners of the ditches and help enact parties to clear ditches, or help recover costs if Council completes the work on behalf of the landowners.

b) *Westonfields road damage from broadband company*

Cllr Hughes advised that this part of the road is scheduled for resurfacing.

c) *Replacement of the bark in recreation ground*

Cllr Edwards is waiting for confirmation on the date of the works.

d) *Recreation ground updated equipment*

Cllr Edwards updated that this is progressing, and he is current organising a meeting for early next year to finalise the works.

e) *Waste clearing on New Road and Sherbourne Road*

Cllr Hughes advised no update on this as no one is taking responsibility for the flytipping. Item closed.

f) *Allotment regulations update*

Cllr Robinson requested an update on the allotment regulations – specifically the measurement of Rods. Council agreed to change the measurements to meters. Clerk to research other local councils to see if our allotment costs are competitive, and propose a price review for the allotments.

CJ

g) *Church update*

Cllr Bevan has circulated the report from the former Vicar. Cllr Bevan asked Council to consider whether they want to accept the report for a vote at the January meeting. Cllr McCann provided an overview of the information from the report. The key issues where the church are currently struggling, and will continue to struggle with the retirement of the former Vicar, is funding for the graveyard and the parish magazine. The graveyard maintenance can cost up to £5,000 per year. Council currently contribute £250. The parish magazine can cost up to £4,000 per year. Council currently contribute £100. Cllr Dennis asked for clarification regarding grants from the budget. Clerk advised that Council have £1,000 budgeted for s137 grants, and £200 for other grants. S137 is split between 4 organisations for £250 each. Cllr Dennis proposed to review the grants for next year at the January meeting, and consider increasing the amount given to the Churches. Cllr Newson advised that there are funds available for community projects. Clerk to research this.

CJ

204/24 **Brief Report from Borough Councillors**

a) *Update*

Cllr Newson circulated an update regarding GBC. Cllr Newson has been discussing updating the Surrey Police crime stats website with the Chief Constable.

b) *Brook Hill Level Crossing works*

Cllr Hughes updated on the improvement works happening at the Brook Hill level crossing. Network Rail wanted to initially close all 4 rail crossings in the area at the same time for a whole month. After discussions between residents and Network Rail, they have agreed to just close Brook Hill for the time being. All 4 will have to be closed at some point, but this will now occur on a weekend. Cllr Hughes also advised they're looking into opening the level crossing with one-way traffic lights. He also advised that Network Rail are planning to hold community meetings in January. Cllr McCann asked the Clerk to contact SALC and other local parishes regarding third parties lack of consultation and notice to Parish Councils.

CJ

- c) *1,000 year old Yew Trees*

Cllr Hughes advised that a book has been made for the 1,000 year old Yew Trees at Newlands Corner and is now available.

205/24 **Brief report from County Councillors**

- a) *Pipeline on A25*

Cllr Hughes updated that most of the works has been done, but the issue is the reinstatement of the 5 lime trees. If the trees are not in good enough condition to be put back, they have been required to put in 5 new mature trees.

206/24 **Matters arising**

- a) *Allotment regulations; Annex 4*
As above.

207/24 **Clerks matters arising**

- a) *GBC election hire costs*

Proposal from the Clerk to stop giving a discount for the hall to GBC for election costs as previously provided 50% discount. Cllr Bevan proposed. Cllr Dennis seconded. All in favour.

- b) *Electricity meter for defibrillator at Farley Green*

Clerk updated that Octopus, as the Council's new energy provider, cannot take on the new meter at Farley Green for the defibrillator as it's a new installation. They will be able to take it on after being with another company for a few months. Clerk to look into quotes.

CJ

208/24 **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:

209/24 **Highways, Byways, and Traffic & Open Spaces and Maintenance: Cllr Edwards**

- a) *Grit bin maintenance; Annex 5*

Cllr Edwards requested that all cllrs look into their closest grit bin and report back on condition and amount of salt in bin.

- b) *The theft of the Vehicle Activated Sign on The Street*

Cllr Bevan has reported this to the manufacturers. Cllr Bevan to report to police.

- c) *Unauthorised Closures of Shophouse Lane and Brook Hill by delivery and other vehicles*

As above.

- d) *Failure of SCC to consult on significant road closures*

As above.

- e) *Network Rail – failure to consult Parish Council on works*

As above.

- f) *Christmas lights on the Village Hall tree*

Old lights have been located so item closed. Cllr Edwards to contact Albury Estate to get a Christmas Tree. If not, lights will be put on the tree outside the Memorial Library.

- g) *Ditches and footpaths around the parish*

As above.

- h) *Service of the road gritter*

Completed – gritter in good condition.

- i) *Shophouse Lane*

Cllr Bevan advised that a delivery truck blocked Shophouse Lane for 20 minutes as resident wouldn't let them park in their drive. Clerk to look into the regulations around this, and report if this was unlawful.

CJ

- j) *Edgeley Park*

Cllr Bevan proposed to write to Highways to ask if they are able to bring the new caravans into the site the way they have been. Clerk to contact Highways. Cllrs Edwards and Hughes to organise a meeting with the new owner.

CJ

210/24 **Planning and environment: Cllr Gellatly**

- a) *Trees at Westonfields*
No further action. Clerk to send information to Cllr Hughes.

211/24 **Environmental projects: Cllr McCann**

- a) *Update*
Cllr McCann circulated the updated climate and net zero policy, created with SCC and Zero Carbon Guildford. Cllr Dennis advised that the policy was presented to the Neighbourhood Plan Steering Group, who rejected it in its current form as it is too restrictive and other national regulations and infrastructure do not currently support this type of policy. Cllr Dennis also advised that the policy has some similar provisions to the AECOM report. Cllr Baker advised that there are some provisions in the policy that could be adopted alongside Council's other policies and the NP. Cllr McCann proposed to discuss and review this policy at the next meeting.

212/24 **Neighbourhood Plan: Cllr Dennis**

Nothing to report.

213/24 **Finance and Village Hall: Cllr Bevan**

The following to be approved and signed, where necessary:

- a) *Bank reconciliation end of November; Annex 6*
Approved and signed against the November bank statement.
- b) *Invoice list end of November; Annex 7*
Approved and signing to be done at next meeting as document not printed.
- c) *Bank statement end of November; Annex 8*
- d) *Village Hall rental renewal next steps*
Cllr Bevan still working on the development plan. The cost will be £1,000 for the new lease. To be approved at January meeting.
- e) *Village Hall hiring costs 2025*
Cllr Bevan proposed to approve cost increases from last week's meeting. Cllr Edwards seconded. All in favour.
- f) *Budget Report; Annex 9*
Cllr Bevan proposed to accept budget report as per last week's finance meeting. Cllr Dennis seconded. All in favour.
- g) *Precept; Annex 10*
Agreed to £49,051 at £77.64 per Band D equivalent property which is a 7.19% increase per Band D equivalent property.
- h) *5 year plan*
Cllr Bevan to formulate a 5 year plan including expenditure and monies taken from general reserves that are not budgeted for.

214/24 **Councillor's business: for noting or including on a future agenda**

Nothing to report.

215/24 **New Correspondence**

216/24 **Dates of meetings**

Full council: 6th January, 3rd February
Planning: 16th December, 6th January

217/24 **Open Forum**

Meeting closed: 21:10

Dated this:

4th December

*Signed: CJ Bishop-Wright
Parish Clerk*

