



# 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 12<sup>th</sup> May, 2025 at 19:30 in the Memorial Library**

for the transaction of the under mentioned business.

Councillors agree to receive summons of meetings by electronic means.

*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.*

#### AGENDA

- 070/25 **Apologies for absence**
- 071/25 **Declarations of interest:** *Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.*
- 072/25 **Election of Chairman**
- 073/25 **Minutes of the meeting held on Monday 7<sup>th</sup> April and 28<sup>th</sup> April; Annexes 1 & 2**
- 074/25 **Review of delegation arrangements to committees, sub-committees, staff, and other local authorities; Annex 3**
- 075/25 **Review of the terms of reference for committees; Annex 4**
- 076/25 **Appointment of members to existing committees**  
Proposal for all members of Council to remain as automatic members of all committees.
- 077/25 **Appointment of any new committees in accordance with Standing Order 4**  
Proposal for new Complaints Committee to be formed. See Annex 4.
- 078/25 **Review and adoption of appropriate Standing Orders and Financial Regulations; Annexes 5 & 6**
- 079/25 **Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies, and businesses**
- 080/25 **Review of representation or work with external bodies and arrangements for reporting back**

- 081/25 **Review of inventory of land and other assets including buildings and office equipment; *Annex 7***
- 082/25 **Confirmation of arrangements for insurance cover in respect of all insurable risks**
- 083/25 **Review of the Council's subscriptions to other bodies; *Annex 8***
- 084/25 **Review of the Council's complaints procedure; *Annex 9***
- 085/25 **Review of the Council's policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation; *Annexes 11-22***
- 086/25 **Review of the Council's s137 grants; *Annex 23***
- 087/25 **Approval of the schedule for ordinary meetings of the Council up to and including the next annual meeting of the Council; *Annex 24***
- 073/25 **Brief Report from Borough Councillors**
- 074/25 **Brief Report from County Councillors**
- 075/25 **Action List; *Annex 25***
  
- 076/25 **Clerks matters arising**
- 077/25 **Committee reports:**  
***Highways, Byways, and Traffic & Open Spaces and Maintenance: Cllr Edwards***
  - a) *Farley Green – Flooding Remediation*
    - i) Proposal to spend up to £3,000 replacing the broken pipe under the drive on the eastern Side
    - ii) Confirm proposal to spend £1,000 clearing the remaining ditch on the western side
    - iii) Discuss possible recovery of the costs
    - iv) Confirm communications to residents
- 078/25 ***Planning and environment: Cllr Gellatly***
- 079/25 ***Environmental projects: Cllr McCann***
  - a) *Address from SCC Climate team*
- 080/25 ***Neighbourhood Plan: Cllr Dennis***
  - b) *Local green spaces*
- 081/25 ***Finance and Village Hall: Cllr Bevan***
  - a) *Proposal to implement the Village Hall cost reduction measures discussed at the meeting of Monday 28<sup>th</sup> May 2025*
  - b) *Bank reconciliation end of April; Annex 26*
  - c) *Invoice list end of April; Annex 27*
  - d) *Bank statement end of April; Annex 28*
  - e) *Village Hall lease approval; Annex 29*
  - f) *Memorial Library lease approval; Annex 30*

082/25 **Councillor's business:** *for noting or including on a future agenda*

083/25 **New Correspondence**

084/25 **Dates of meetings**

Full council: 2<sup>nd</sup> June,  
7<sup>th</sup> July,  
Planning: 19<sup>th</sup> May,  
9<sup>th</sup> June

085/25 **Open Forum**

*Dated 7<sup>th</sup> May 2025*

*Signed: CJ Bishop-Wright  
Parish Clerk*