

# ALBURY PARISH COUNCIL

You are summoned to a meeting of Albury Parish Council to be held on  
Monday 3<sup>rd</sup> November 2008

If you are unable to attend please advise the Clerk, Mrs Joanna Cadman, on  
(01483) 268627

## AGENDA

### 188/08 APOLOGIES FOR ABSENCE

### 189/08 DECLARATIONS OF INTEREST

- 1) Councillors are reminded that they must register an interest in any items on the agenda for this meeting, where appropriate, at the beginning of the meeting. An interest may be personal or prejudicial, the yardstick for judgement on a prejudicial interest, where a councillor must leave the room whilst the item is discussed, is whether a member of the public would consider that a councillor stood to gain by their interest.
- 2) Councillors are further reminded that they must ensure that their register of interests is kept up to date and the Clerk advised of changes and additions.

Personal Interests – For guidance purposes, Members should disclose a personal interest if it is anticipated that a decision on an agenda item might reasonably be regarded as affecting their well being or financial position, a member of their immediate family, or a body employing those persons or for which those persons have any degree of ownership, control or management to a greater extent than other council tax payers, ratepayers or inhabitants of the Parish.

If a Member declares a personal interest then he/she must disclose the nature and extent of that personal interest regardless of whether the Member decides to participate in the discussion, votes or leaves the meeting.

Prejudicial Interests – Having identified a personal interest, a Member must consider whether a member of the public, with knowledge of the relevant facts, would reasonably think that the interest is so significant and particular that it could prejudice that Member's judgement of the public interest. If that is the case, the interest must be regarded as "prejudicial" and the Member must withdraw from the meeting having disclosed the nature and extent of that interest.

### 190/08 MINUTES OF THE MEETING HELD MONDAY 6<sup>TH</sup> OCTOBER 2008

### 191/08 MATTERS ARISING

**172/08:154/08A:** *Telephone Kiosks:* Applications have been made to BT as follows:

1. To adopt the kiosk at Brook
2. To sponsor the kiosk at Farley Green

**173/08:a:** *Communities on Control consultation:* Members to agree a response to this consultation (paper has been circulated).

**173/08:c:** *Community Gangs:* Members to receive a report from the Clerk at the meeting.

**173/08:d:** *Old Churchyard maintenance:* Members to receive an update from the Clerk at the meeting.

**192/08 CLERK'S MATTERS ARISING**

**a) Freedom of Information Act:** As from 1 January 2009 all Parish Councils will be required under the Freedom of Information legislation to have published a new Publication Scheme in accordance with the recent guidance given by the Information Commissioner. The option is either to follow the Model Scheme covering the main functions of a Council with optional extras recognising that Parishes will vary in the extent of their responsibilities, or you can have a bespoke Scheme. Although the completed Publication Scheme does not have to be approved by the Information Commissioner they appear to want to see any proposed framework for approval.

Briefing note attached as **Annex 1**. A Model Scheme will be tabled at the meeting.

**b) Parish Council representation on the Borough Council's Standards Board:** Cllr Len Scott of Ash Parish Council has been appointed as parish representative on the Borough Council's Standards and Audit Committee.

**193/08 POLICE MATTERS**

**194/08 OPEN FORUM**

**195/08 COMMITTEE REPORTS**

**Highways and Byways**

**a) Bus stop at Old Mill:**

- Public evidence is being gathered, using forms supplied by Cllr Davis
- GBC Enforcement have been advised of the contravention of conditions concerning site lines
- Mr Lampard has responded to the Council's letter advising him of the Council's resolution to proceed with necessary steps to re-establish the public right of way.

**b) Village Gateway enhancement programme:** work on replacing the metal railings with oak posts commenced on Monday 20<sup>th</sup> October.

**c) Flooding Little London: emptying of sand traps:** Members to receive a report from the Clerk at the meeting.

**d) Minutes of the meeting held 2<sup>nd</sup> October:** to be circulated by e-mail as **Annex 2**

**196/08 Community Development**

**a) Parish Plan:** Members to receive an update from Cllr Nicholson.

**197/08 Open Spaces, Recreation and the Environment**

**a) Village Hall Management Committee:** Members to receive an update from Cllr Brockwell.

**b) Village Hall: cracks in female toilet:** members to receive a status report from Cllr Brockwell and Cllr Croucher.

**c) Footpath Clearance:** Members to receive a report from Cllr von Radowitz

**d) Bins on Heath:** Members to receive a report from Cllr Croucher on his meeting with Drew Nicholson regarding placing of bins

**e) Canadian Memorial:** Members to receive a report from the Clerk on progress to date.

**198/08 Planning**

**PLANNING APPLICATIONS RECEIVED**

**08/P/1814 Amber Heights, Ride Lane, Farley Green**

*Single storey rear extension to provide conservatory*

**08/T/0166 Weston Lea, The Street, Albury**

*Fell Cypress, reduce Yew by 1.8m and reduce sides to balance, fell Sycamore adjacent to BT lines and reduce overhang from Lime by approx 50% (Albury Conservation Area)*

**PLANNING APPLICATIONS DETERMINED BY GUILDFORD BOROUGH COUNCIL**

**08/P/1520 The Mansion, Albury Park**

*Listed building consent for internal alterations to rooms 35 and 41 to form a single apartment*

Approved with conditions

**199/08 Youth**

Members to receive a report from Russell Gant, Youth Representative at Albury Parish Church, who has agreed to take this role on a temporary basis for the Parish Council. The report is tabled as **Annex 3**

**200/08 Star Energy**

Information has been received on Star Energy's Community Fund, with the invitation to circulate this information to organisations in the parish who might wish to apply. Star Energy's leaflets will be tabled at the meeting.

**201/08 Albury Landfill Site**

Members to receive an update from Cllr Nicholson.

**202/08 Finance**

a) *Precept 2009/10:* a meeting of the finance committee is to be arranged and proposals tabled at the December meeting. Members are asked to submit proposals for expenditure to the Clerk by the 14<sup>th</sup> November at the latest.

b) *Audit of accounts for half year to September 30<sup>th</sup> 2008*

		Chq no	Amount	Exp power
c) The following were paid out of meeting:				
70)	Paul Stevens - handyman	234	£200.00	
71)	E Balshaw, wages: October	D/d	£506.55	
72)	GBC rates: November	D/d	£131.00	
73)	Albury Estate: Service	D/d	£544.11	
Charge		235	£762.99	
74)	J Cadman: salary, October	236	£290.70	
75)	Inland Revenue: Tax & NIC	237	£200.00	
October		237	£250.00	
76)	P Goddard: mowing &	237	£50.00	
strimming				
77)	P Goddard: re maintenance			
schedule				
78)	P Goddard: removal bus			
stop				

**203/08 QUALITY STATUS**

- a) *Quarterly Newsletter:* Members to receive an update from the Clerk
- b) *Clerk's Qualification:* Members to receive an update from the Clerk
- c) *Democracy and Citizenship:* Members to receive a paper from the Clerk, to be tabled at the meeting.

**203/08 COUNCILLORS BUSINESS for noting or including on a future agenda,****204/08 OUTSTANDING ITEMS**

The list is circulated with the agenda, as **Annex 4**

**205/08 NEW CORRESPONDENCE**

- a) *Guildford WalkFest 2009:* Scheduled to take place between Saturday 18<sup>th</sup> July and Sunday 2<sup>nd</sup> August. Further details available at the meeting.

**Routine correspondence will be distributed at the meeting**

**206/08 OPEN FORUM**

**207/08 DATES OF MEETINGS:**

**Full Council:**

Monday 1<sup>st</sup> December, *precept meeting*

Monday 5<sup>th</sup> January

Monday 2<sup>nd</sup> February, *Mayors visit*

**Planning:**

The first and third Mondays of the month, at 7pm, if there are plans to determine.