

ALBURY PARISH COUNCIL

**You are summoned to the ANNUAL MEETING of Albury Parish Council
on Monday 12th May, 2008, at 7.30pm, in the Memorial Library**

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

AGENDA

77/08 ELECTION OF CHAIRMAN

78/08 APOLOGIES FOR ABSENCE

79/08 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.

80/08 ELECTION OF VICE CHAIRMAN

81/08 APPOINTMENT OF COMMITTEE MEMBERS AND CHAIRMEN *

- a) **Finance, Administration and Personnel**
- b) **Planning**
- c) **Highways and Byways:**
- d) **Recreation, Open Spaces and the Environment**
- e) **Community Development and Communication**

f) Landfill Liaison Committee

**The chairman of the Parish Council is an ex-officio members of all committees*

82/08 DATES OF FUTURE MEETINGS

- a) **Annual Assembly**
- b) **Annual General Meeting**
- c) **Monthly meeting**
- d) **Committee Meetings**
- e)

83/08 MINUTES OF THE MEETING HELD MONDAY 7th April 2008

Attached

84/08 MINUTES OF THE ANNUAL ASSEMBLY

To follow

85/08 MATTERS ARISING

61/08:43/08:1 *Village of the Year Competition:* Receipt of the application has been acknowledged and a copy of the form used by the judges on the day of their visit has been received, for information on preparation. Cllr Wenman to report further.

61/08:53/08b: *Damage to Verges:*

62/08b: *English Rural Housing Association:* The new Regional Development Manager for the Surrey/Sussex area is Nick Hughes, currently the Housing Development Manager for GBC. He will be in post towards the end of May.

62/08e: *Guildford Poyle Charities:* the Clerk has asked the Rector for information regarding the Henry Smith charity in this parish.

86/08 CLERKS MATTERS ARISING

- a) *Village Handyman:* Members to ratify the proposal that Paul Stevens, nominated Village Handyman, undertakes the following work each month:
 - Clean village bus stops (remove posters and pins, sweep & disinfect)
 - Check playground equipment, rake safer surfacing, strim path to gate.The above at a cost of £100 per month. The funding for this has been agreed with Cllr Brockwell (minute no **67/08g**).
It is also proposed that Paul Stevens spends 2 hours a month, at £15.00 per hour, on:
 - cleaning the pavements through the village
- b) *Mayors Award for Access:* The Parish Council is invited to submit projects or groups that provide services which are accessible to and for people with disabilities or their carers. Further details available at the meeting.
- c) *Keep Guildford and Waverley Tidy:* an opportunity to nominate areas around the village that are concerning local residents, such as a litter strewn residential road, an uncared for verge or an overgrown alley. The Borough Council also wish to undertake an environmental improvement project in an area that is important to local residents: eg: a tree planting project
- d) *Football Club litter pick:* This took place on the 19th April, the Clerk lent litter pickers and fluorescent jackets, and has e-mailed the Club to thank them for their work. The Club has asked for help in dealing with the poor state of the road onto the Heath, with a number of deep potholes, and has also requested notices/bins to deal with dog fouling
- e) *Friends of St Michaels:* request permission to use Farley Green for parking on the 7th

June, the day of the annual fund raising event at the church. This event will take the form of a coffee morning, with invitations extended to parishioners, families and friends. The Friend's AGM will be held on Thursday 3rd July at 7.30pm, and permission is again sought to park cars on the Green.

- f) *Proposed Conservation area at Chilworth:* GBC have put forward a proposal to designate an area based on and around the Chilworth Gunpowder Mills as a conservation area. GBC has produced a draft boundary map of the proposed area, together with a character appraisal, and these, together with a questionnaire, can be access from www.guildford.gov.uk/Chilworthconservationarea. The consultation closes on the 30th May,

87/08 POLICE MATTERS

Neither Mike Patey or Paul Hyde will be able to attend the meeting. No matters have been reported.

88/08 OPEN FORUM

89/08 COMMITTEE REPORTS Highways and Byways

- a) *Minutes of the meeting held Wednesday 2nd April:* have been distributed.
- b) Members to receive a report from Cllr Hogben on the Traffic Calming and Village Gateway Improvement Programme.

90/08 Community Development

- a) *Village Day:* Members to receive a report from Cllr Nicholson
- b) *Web site:* Members to receive a report from Cllr Nicholson.
- c) *Parish Plan:* Members to receive an update from Cllr Nicholson

91/08 Open Spaces, Recreation and the Environment

- a) *Albury House: purchase of piece of land next to recreation ground:* members to receive a report from the Clerk.
- b) *Safer Surfacing:* this has been ordered
- c) *Farley Green Pond:* John Britton is not prepared to give a written guarantee regarding the pond lining. Members to receive a report from Cllr von Radowitz
- d) *Lighting outside Library:* Summary report from the Clerk to follow, as **Annex 1**
- e) *Hall Decoration:* 2 quotations have been received. The Clerk is in discussion with the Estate concerning the settlement cracks in the entrance area of the hall.
- f) *Probation Service:* Members to receive a report from the Clerk.
- g) *Promotional Plans for the Village Hall:* Members to receive a report from Cllr von Radowitz
- h) *Nominations for Clean up Spots to GBC:* Members to receive a report from Cllr von Radowitz

92/08 Planning

Letters to GBC Planning Department regarding applications received and considered over the past month will be available for inspection at the meeting.

Planning Applications Received

08/P/00654 Builders Yard, Little London

Relaxation of condition 3 on planning approval 05/P/01853 to include office use

08/P/00672 Land at Albury Landfill Site

Consultation from SCC for details of landscaping scheme/plan pursuant to Conditions 13 & 14 of planning permission reference GU06/1081 dated 25/7/06

Planning Applications Determined by Guildford Borough Council

GU08/0198 Land at Albury Quarry and Landfill, Shere Road, Albury

Details of temporary off-site stockpile pursuant to Conditions 2, 5 and 6 of planning permission ref GU02/0640 dated 24/7/02.

Granted, subject to conditions

08/P/00396 Overbrook, Brook Hill

Detached two storey dwelling with rooms in the roof and basement following demolition of existing building (variation to 07/P/0649 approved 15/5/07 to add rooflights to rear elevation)

Planning Applications Subject to Appeal

07/P/2182 Land adjacent to Cheynes, Brook Lane

Retrospective application for continued use of former stable building to house a domestic generator in addition to use of building for storage for domestic purposes.

An appeal has been lodged and will be dealt with by way of public enquiry. Any comments should be received by the Planning Inspectorate by the 19th May

07/P/02414 Cheynes, Brook Lane

Detached summer house following demolition of two timber sheds and wendy house

93/08 Star Energy

Minutes of the meeting held 9th April 2008 are attached as **Annex 2**

94/08 Landfill Liaison Group

Minutes of the meeting held Wednesday 7th May will be distributed during the month.

95/08 Finance

- a) *Statement of expenditure against budget for April 2008:* To be tabled at the meeting
- b) **Grants**
 - 1) *Albury Bowling Club:* have written requesting a grant to help towards the repayment of a loan taken out to add to the grants received to rebuild the pavilion, and also to help with ongoing maintenance. They have also asked for help with publicity.
 - 2) *Save Blackheath Common Group:* Members to receive a proposal to donate the sum of £250 to this group.
 - 3) *Albury Produce Association:* Members to receive a proposal to buy 5 gazebos, at a cost of approximately £485, for use of Produce Association and other village societies/groups.
- c) *Village Hall:* Members to consider the two quotations received, which will be tabled at the meeting, for decoration of the hall. It is intended that this work will be carried out once the settlement problems in the entrance areas of the hall have been rectified by the Estate.
- d) *Quality Status:* Members to receive a monthly progress report from the Clerk

	Chq No	Amount	Exp Power
e) The following were paid out of meeting			
4) GBC: rates; May	d/d	£130.00	
5) E Balshaw: wages: April	d/d	£480.01	LGA '72

*Books are currently with Chair of Finance for Audit:
this section to be reported in full at June meeting.*

f) The following are presented for payment			
D R Smith: electrical work		£180.00	

96/08 COUNCILLORS BUSINESS for noting or including on a future agenda,

97/08 OUTSTANDING ITEMS
The list is attached as **Annex 3**

98/08 NEW CORRESPONDENCE

- a) *South East Regional Housing Strategy 2008-11*. This was circulated on the 7th April. Further information can be obtained from secretariat@southeast-ra.gov.uk.
- b) *Trumps Farm Energy-From-Waste facility*. Information regarding the invitation to visit this facility from the 1st to 3rd May had been circulated.
- c) *Surrey Community Action*: conference on Marketing Village Halls on Friday 23rd May. Further details available at the meeting.

Routine correspondence will be circulated at the meeting

99/08 OPEN FORUM

100/08 DATES OF MEETINGS:

Full Council: To be agreed at the Annual Meeting

Planning: First and Third Monday of the month, if there are plans to Determine

Committees: None arranged at present