

ALBURY PARISH COUNCIL

**You are summoned to the ANNUAL MEETING of Albury Parish Council
on Monday 11th May, 2009, at 7.30pm, in the Memorial Library**

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

AGENDA

93/09 ELECTION OF CHAIRMAN

94/09 APOLOGIES FOR ABSENCE

95/09 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.

96/09 ELECTION OF VICE CHAIRMAN

97/09 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*

98/09 DATES OF FUTURE MEETINGS

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

99/09 MINUTES OF THE MEETING HELD MONDAY 6th April 2009

Attached

100/09 MINUTES OF THE ANNUAL ASSEMBLY

To follow

101/09 MATTERS ARISING

75/09:52/09: BOATs: Members to receive a report from the Clerk.

75/09:66/09a: Westonfields: Members to receive a report from Cllr Hogben on discussions with GBC regarding the railings between the car park and the pavement.

75/09:67/09a: Greening Campaign: Members to receive a report from Cllr Wenman.

*86/09 Quality Council: Training: A report on training provided by SLCC on Common Lane, Village Greens, Rights of Way and Open Spaces is attached as **Annex 1***

87/09a: Hedge in Village Hall Car Park: The Clerk has asked Albury Estate to cut this back.

87/09b: Work Party for War Memorial:

102/09 CLERK'S MATTERS ARISING

- a) *Election of County Councillors: to take place on Thursday 4th June. Applications to vote by post must be received by the Electoral Registration Officer by 5pm on 19th May. Applications to vote by proxy must be received by 5pm on 27th May, although this is extended to 5pm on 4th June in the case of medical emergency.*
- b) *Keep Guildford and Waverley Clean: An additional team of cleansing staff have been allocated to deal with areas around the boroughs that have been identified by local residents as in need of extra attention. These can include a litter strewn area or an uncared for verge or alley. Nominations must be received by 29th May.*
- c) *Standards Committee: appointment of Parish Council representative: 5 nominations have been received for the 3 vacancies on the Council's Standards and Audits Committee and a ballot of Parish Councils has been arranged. As nominations are due by the 8th May, members have been advised by e-mail and asked for their nominations.*
- d) *Public Sector Duties: The Equality and Human Rights Commission has written to draw the Parish Council's attention to the forthcoming Equality Bill, which will harmonise the existing 3 public sector duties into one equality duty, to cover all 7 equality strands. This is unlikely to come into force until late in 2011, and the Commission wishes to underline the importance of meeting existing obligations under the current race, disability and gender equality duties. A leaflet explaining the current duties is on circulation.*

103/09 POLICE MATTERS

104/09 OPEN FORUM

105/09 COMMITTEE REPORTS

Highways and Byways

Members to receive a report from Cllr Hogben

- a) *New Road Chilworth*: will be closed overnight on Wednesday 17th June for Network Rail works at the level crossing.
- b) *D216 Sample Oak Lane, Chilworth*: will be closed overnight on Saturday 13th June for Network Rail works

106/09 Community Development

a) *Village Day*: Members to receive a report from Cllr Nicholson

b) *Albury Village Residents Association*: Members to receive a report from Cllr Wenman on communications with the Acting Chairman.

107/09 Open Spaces, Recreation and the Environment

a) *Farley Green Pond*: Report attached as **Annex 2**

b) *Friends of St Michael's Church, Farley Green*: are holding their Great Annual Cake sale on May 30th in the Barn Church and have asked to use the Green for car parking between 10am and 1pm that day.

c) *Recreation Ground*: as reported under 81/09 ii) and vi), all three gates to the recreation ground have been painted and re-hung (on new concrete posts where necessary). The climbing frame has been repaired, together with the bench. The Clerk has asked Simon James to mend the goal posts, as these are unsafe.

d) *Recreation Ground*: a list of proposed enhancements and outline costs are attached as **Annex 3**

e) *Land forming part of Albury Lodge*: Members to NOTE the purchase of land for a footpath from the owners of Albury Lodge, at a cost of £1,000 plus half the Vendor's legal costs at £250 + vat, and disbursements at £46.00 for Land Registry Fees.

108/09 Planning

Planning Applications Received

09/P/00471 7 Kingsfield, Albury

Lawful Development Certificate to establish whether the land adjoining 7 Kingsfield has been used as garden area and for the parking of vehicles for more than ten years.

09/P/00480 Cheynes, Brook Lane, Albury

New dormer window on north facing roof slope. Change existing hipped roof to gable roof on north elevation. Enlarge existing dormer on east facing roof slope.

09/P/00521 Albury Peace, The Street, Albury

Single and two storey rear/side extension and two entrance porches

09/P/00593 Hurst Lea, Park Road, Albury

Erection of a detached garage and gym/garden room and garden store following demolition of existing double garage and outbuilding.

09/P/00597 Albury Park, New Road, Albury

Change of use of whole building from 'Use Class C2' retirement home to mixed use comprising 'Use Class C1' bed and breakfast (5 units) 'Use Class C2 retirement home and ancillary staff (9 units), 'Use Class C3 short term letting (6 units) and residential apartments (12 units) (part retrospective) and function rooms.

Planning Applications determined by Guildford Borough Council

09/P/00179 The Old Rectory, the Street, Albury

Internal and external alterations and conversion of existing barn to residential annexe and erection of 3 bay garage and garden store and new entrance gates off the Street

09/P/00180 The Old Rectory, The Street

Listed building consent for the above
Withdrawn

09/P/000226 Dicks Hill Farmhouse, Hound House Road, Shere

Replacement of existing front open porch with new enclosed porch and replacement of rear conservatory
Approved with conditions

09/P/00316 Albury Wellsite

Consultation from SCC for details of survey and protection measures of bats submitted pursuant to condition 20 of planning permission ref GU08/0483.
No objection

109/09 Village Hall

Members to receive a report from Cllr Brockwell.

110/09 Star Energy

- a) Minutes of the Parish Council Committee meeting held Monday 27th April are attached as **Annex 4**
- b) *Public meeting Monday 27th April:* Members to receive a verbal report from the Committee.

111/09 Landfill Liaison Group

Members to receive a report from Cllr Nicholson

112/09 Finance

- a) *Annual Return and Audit:* the books are currently with the internal auditor, the annual return will be submitted for approval at the June meeting.

	Chq No	Amount	Exp Power
b) The following were paid out of meeting			
154) Spectrum Homes: materials for kitchen	300	£332.45	LGA '72
155) NJM: leaflets	301	£27.83	
156) D Daniels: mowing and strimming recreation grd	302	£140.00	
157) M Hiley: footpaths	303	£75.00	
158) E Balshaw: underpayment for year	304	£17.6	
159) Inland Revenue: February	305	£296.13	
160) Inland Revenue: March	305	£296.13	
1) D Bowers: electrical work to library lights	306	£20.00	
2) Spectrum Homes: new time switch	307	£33.57	
3) P Stevens: handyman for April	308	£100.00	
4) SCAP&TC membership and LCR	309	£414.29	
5) GBC: rates; April	d/d		
6) E Balshaw: wages: April	d/d		
7) J Cadman: Salary April	310	£812.05	

c) The following are presented for payment

As the accounts and accompanying documentation are with the internal auditor, no further vouchers are presented this month.

113/09 Quality Council

- a) *Power of Wellbeing:* SCAP&TC intend to hold a series of briefing sessions on this (their bulletin of 18th February, attached as **Annex 5** refers). Those interested in attending to advise the Clerk.

114/09 COUNCILLORS BUSINESS for noting or including on a future agenda,

115/09 OUTSTANDING ITEMS

The list is attached as **Annex 6**

116/09 NEW CORRESPONDENCE

- a) *Surrey County Council Trading Standards Buy with Confidence scheme*: launched in 2004, the scheme includes 300 local businesses in Surrey. Surrey Trading Standards are keen to promote the scheme to the residents of Surrey to make them aware that there are reputable traders out there, and to explain what the BWC logo means, as well as promoting the scheme to local businesses.
- b) *Guildford in Bloom*: entries must be received by 19th June, and are invited from residents or local businesses.
- c) *TAG Farnborough Airport*: TAG Aviation, the owner and operator of Farnborough Airport, has produced a Master Plan, following public consultation, in order to better inform the local community about the airport and its operation. It is available to view on www.tagaviation.com.
- d) *Citizens Advice Bureau*: have written to thank the Parish Council for its donation. The letter will be available at the meeting.
- e) *Guildford Design Awards*: aimed to companies, groups or associations who have been involved in a recent environmental or architectural project: the variety of categories include new building design, environmental enhancements, refurbishments and environmental sustainability. Entries must be received by 5th June.

Routine correspondence will be circulated at the meeting

117/09 OPEN FORUM

118/09 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