



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 6th October, 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

- 134/2 **Open Forum**
- 135/25 **Apologies for absence**
- 136/25 **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.*
- 137/25 **Minutes of the meeting held on Monday 1st September; Annex 1**
- 138/25 **Brief Report from Borough Councillors**
- 139/25 **Brief Report from County Councillors**
- 140/25 **Action List; Annex 2**
 - a) *Update on the new email system*
- 141/25 **Clerks matters arising**
 - a) *Clerk's salary adjustment due to back pay*
Review and approval of a backdated payment since the start of the financial year for a total of £364.49
 - b) *Election of Vice-Chair*
 - c) *Nominations for Cllr to be responsible for Communications*
 - d) *Proposal for the purchase of a new PC for the Clerk (Up to £350)*
- 142/25 **Committee reports:**
 - Highways, Byways, and Traffic & Open Spaces and Maintenance: Cllr Edwards***
 - a) *Warren Ditch CAPEX Works*
Update on the proposed works by SCC Countryside

143/25 ***Planning and environment: Cllr Gellatly***

144/25 ***Environmental projects: Cllr McCann***

145/25 ***Neighbourhood Plan***

146/25 ***Finance and Village Hall: Cllr Bevan***

- a) *Bank reconciliation end of September; Annex 3*
- b) *Invoice list end of September; Annexes 4*
- c) *Bank statement end of September; Annexes 5*
- d) *Update on the budget process*

147/25 ***Councillor's business: for noting or including on a future agenda***

148/25 ***New Correspondence***

149/25 ***Dates of meetings***

Full council: 3rd November, 1st December

Planning: 13th October, 3rd November

Dated this: 29th October, 2025

*Signed: CJ Bishop-Wright
Parish Clerk*