



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 11th May, 2026 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

- 046/26 **Election of Chair**
- 047/26 **Election of Vice-Chair**
- 048/26 **Open Forum**
- 049/26 **Apologies for absence**
- 050/26 **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.*
- 051/26 **Minutes of the meeting held on Monday 2nd March; Annex 1**
- 052/26 **Review of delegation arrangements to committees, sub-committees, staff, and other local authorities; Annex 2**
- 053/26 **Review of the terms of reference for committees; Annex 3**
- 054/26 **Appointment of members to existing committees**
Proposal for all members of Council to remain as automatic members of all committees, other than the new Village Hall Sub-Committee which is opt-in membership.
- 055/26 **Appointment of any new committees in accordance with Standing Order 4**
Proposal for new Village Hall Sub-Committee to be formed.
- 056/26 **Review and adoption of appropriate Standing Orders and Financial Regulations; Annexes 4 & 5**
- 057/26 **Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies, and businesses**

Review and approval of the lease for the Amenity Area at the Tillingbourne River and the land at the Allotments; *Annexes 6 & 7*

- 058/26 **Review of representation or work with external bodies and arrangements for reporting back**
Representative required for: Surrey Association of Local Councils and North Downs Line.
- 059/26 **Review of inventory of land and other assets including buildings and office equipment; Annex 8**
- 060/26 **Confirmation of arrangements for insurance cover in respect of all insurable risks**
- 060/26 **Review of the Council's subscriptions to other bodies**
- 061/26 **Review of the Council's complaints procedure; Annex 9**
- 062/26 **Review of the Council's policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation; Annexes 10-15**
- 063/26 **Review of the Council's s137 grants**
- 064/26 **Approval of the schedule for ordinary meetings of the Council up to and including the next annual meeting of the Council; Annex 16**
- 065/26 **Brief Report from Borough Councillors**
- 066/26 **Brief Report from County Councillors**
- 067/26 **Action List; Annex 17**
- 068/26 **Clerks matters arising**
- a) *Proposal to increase the allotment fees by 10%; Annex 18*
 - b) *Proposal to sign the engagement letter for audit services with Mulberry & Co for 2026-2029; Annex 19*
 - c) *Kent, Surrey & Sussex Air Ambulance Grant Request*
 - d) *Proposal to allow the installation of a memorial bench at the Riverside Amenity Area*
 - e) *Review of contractor's list; Annex 20*
- 069/26 **Committee reports:**
Highways, Byways, and Traffic & Open Spaces and Maintenance: Cllr Edwards
- a) *Proposal to approve the new deed of easement at Heatherview on Farley Green; Annexes 21 & 22*
 - b) *Proposal to approve new maintenance costs for Clovers Ground Maintenance*
 - i) *£105 per Westonfields Recreation Ground cut (11-12 times per year – total £1260)*
 - ii) *£260 for Farley Green ditch clearing (4 times per year – total £1040)*
 - iii) *£145 for additional recreation ground cuts*
 - c) *Report of waste left at Westonfields after hedgecutting*
 - d) *Proposal to approve costs of up to £600 for de-silting the Farley Green pond*
 - e) *Proposal to approve costs for Ted Cleaves:*
 - i) *Fix the latches to both pedestrian gates into Westonfields Recreation Ground - £145*
 - ii) *Repair the broken bottom hinge to the phone box at the bottom of Brook Hill - £165*
 - iii) *Provide a lid to the waste bin adjacent to the bus shelter on Farley Green - £150*
 - iv) *Up to £100 for any slight adjustments to above quotes*
 - f) *Proposal for regular landscape maintenance*
 - g) *Update on the management of the Albury planters*

- h) Repair to the wall outside Millennium Cottages*
- i) Proposal to tidy up the verges and footpaths around the parish*

070/26 **Planning: Cllr Gellatly**

071/26 **Environmental projects: Cllr McCann**

072/26 **Finance and Village Hall: Cllr Bevan**

- a) Bank reconciliation end of March; Annex 23*
- b) Bank reconciliation end of April; Annex 24*
- c) Invoice list end of March; Annex 25*
- d) Invoice list end of April; Annex 26*
- e) Bank statement end of March; Annex 27*
- f) Bank statement end of April; Annex 28*
- g) Detailed Payments & Receipts to end of March; Annex 29*
- h) Detailed Payments & Receipts to end of April; Annex 30*

073/26 **Councillor's business:** *for noting or including on a future agenda*

074/26 **New Correspondence**

075/26 **Dates of meetings**

Full council: 1st June, 6th July

Planning: 11th May, 1st June

Dated this: 5th May, 2026

*Signed: CJ Bishop-Wright
Parish Clerk*