

# **ALBURY PARISH COUNCIL**

## **Minutes of a meeting of Albury Parish Council held on Monday 9<sup>th</sup> June 2008 in the Memorial Library**

**Present:** Cllr N Wenman (in the chair), Cllrs J Chapman, J Croucher, P Gellatly, R Hogben, D Nicholson, G Robinson, P von Radowitz

The Clerk, Mrs J Cadman

**107/08 APOLOGIES FOR ABSENCE** were received from Cllr Brockwell

**108/08 DECLARATIONS OF INTEREST**

- 1) Councillors were reminded that they must register an interest in any items on the agenda for this meeting, where appropriate, at the beginning of the meeting.
- 2) Councillors were further reminded that they must ensure that their register of interests is kept up to date and the Clerk advised of changes and additions.

**109/08 MINUTES OF THE ANNUAL MEETING HELD MONDAY 12<sup>th</sup> MAY 2008**  
Were agreed as a correct record of the meeting and signed by the Chairman.

**110/08 MATTERS ARISING**

**85/08:61/08: Village of the Year Competition:** Minutes from the meeting held Wednesday 27<sup>th</sup> May had been circulated. Cllr Wenman reminded members of the meeting at 6pm on the 7<sup>th</sup> July to finalise arrangements for the judges visit on the 12<sup>th</sup> July. Mrs Grayburn, Rev'd Hobbs and Cllr Wenman were to meet on the 23<sup>rd</sup> June to agree the content of the presentation, as this would be a joint venture between the Council, the Trust and the Church. Rev'd Hobbs would give a 20 minute powerpoint presentation, Gasrec had offered help. Cllr Wenman asked for any input on the judging criteria to be given to the Clerk.

**86/08c: Keep Guildford and Waverley Tidy:** Cllr Croucher and the Clerk had responded.

**86/08d: Football Club Litter Pick:** Cllr Croucher and the Clerk had written to GBC re: litter bins. The Clerk had written to Highways concerning the potholes.

**87/08: Police Matters:** The Clerk had asked PC Mike Patey if he would reinstate his article in the parish magazine, and one had been recently received and passed on.

**88/08b: Friendship Club:** Mrs Balshaw advised that she had prepared an invoice to give the Club at its next meeting, the Wednesday after the Parish Council meeting,

**90/08b: Newsletter:** Copy was with DNX on Tuesday 3<sup>rd</sup> June, 10am,

**91/08a: Albury House:** The Clerk reported that the Housing Department at GBC had now established that they had the funds to purchase the piece of land behind the houses. John Weedon, Legal Services, had agreed that GBC would deal with the legal aspect of this purchase. The Clerk would ask Albury House to liaise with him to finalise this purchase.

**91/08c: Farley Green Pond:** John Britton and Tadpole Water Maintenance were liaising on timing for this work.

**91/08d: Lighting outside Library:** Cllr Brockwell had met with his contractor to review the work needed, and this would be carried out on Tuesday 10<sup>th</sup> June.

**91/08e: Hall Decoration:** The third quotation received, from P McDermott of Godalming, sub-contracting for Tony Wright, was for a total of £2550.00. Cllr Brockwell and the Clerk agreed to accept this quotation, and work was due to start on Monday 30<sup>th</sup> June, for one

week, to decorate the hall itself. Kitchen and toilet decoration would take place once the kitchen was refurbished and the settlement problem in the toilet was resolved. The Clerk expected a letter from Albury Estate concerning this.

**91/08f: Probation Service:** The Clerk reported that Mr Howard would send a gang to undertake the work to the footpath on the A25 when he had one in the area doing other work, as the part he was prepared to do was small, and would not take more than a couple of hours.

**96/08b: Rubbish:** The Clerk had written an article for the Parish Magazine, requesting that recycling bins and rubbish bins are kept within properties.

**96/08e: Corporate Identity:** Cllr Hogben PROPOSED that the Parish Council letterhead incorporated the original Albury Trust logo, rather than the one used on the signposts at each end of the village, and tabled an alternative letterhead. Cllr Nicholson did not believe that the Council's corporate identity should be changed after only 12 months, but confirmed that it would be possible to do what was necessary, if agreed. After discussion, it was RESOLVED that the current logo should be retained.

## **111/08 CLERK'S MATTERS ARISING**

a) *SCAP&TC constitution:* the 5<sup>th</sup> draft had been circulated and was noted.

b) *Annual Assembly: Old Saxon Church:* The report from Rev'd Hobbs on the Old Saxon Church was omitted from the minutes and so is reproduced:

Under the guiding hand of Daphne and John Foulsham the committee has been able to keep the doors of the Old Parish Church open every day of the year, they have kept up a cleaning service as well as organising flower arrangements on a regular basis. There has been a Wedding and a Blessing held in the church during last summer and, in association with Albury Trust, an Art Exhibition over the Heritage week-end was enjoyed by all the visitors. The three regular services of Easter, Mid-Summer and, of course, the Christmas Carol Service held in the church have all been well attended and are always a great success. A new brochure for the Drummond Chapel was researched and published to co-incide with the Heritage week-end. It was during this research and close photographic work that the condition of the internal decoration of the Drummond Chapel was discovered to be suffering quite badly with the ravages of damp and time. The Churches Conservation Trust have now instituted their consultant to organise a year long humidification survey to accurately assess the clear scope of the restoration and conservation work that will be necessary to prevent any further deterioration. Once a clear report and cost schedule for the work is to hand then it is expected that an appeal for a grant will be structured and submitted to the SITA Trust.

c) *Maintenance of Closed Churchyard:* Members RESOLVED that, having been asked by the Saxon Church Council to take on the maintenance of the Saxon Churchyard, the Borough Council would be asked to take over this responsibility.

d) *Area of Great Landscape Value Designations:* Surrey Hills Board was seeking to establish whether there would be support from parish councils for a formal review of the AONB boundary to incorporate the Area of Great Landscape Value (AGLV) land in order to secure its protection in the longer term. Further details and maps were tabled at the meeting and this matter was referred to the Open Spaces committee, who would make a recommendation at the next full council meeting.

e) *Surrey Hills Society:* sought Founder members in order to raise funds. It was **agreed** to take membership of the Society, at £15.00 per annum, and to give a one off donation of £50.00 in order to receive Founder status.

f) *Surrey County Council Legal Event Order 2008.* This contained amendments to the definitive map and statements of rights of way, arising from events which had occurred and Legal Orders confirmed since the last update. The Order and amended map were tabled at the meeting. These would be reviewed by the **Open**

## **Spaces Committee.**

- g) *Albury Produce Show:* Members **agreed** that the Parish Council should take a stall at the show, possibly next to the proposed stall for Save Blackheath Common and that this would be a good showcase for the landfill restoration plans, if things went well at the meeting with SITA on the 19<sup>th</sup> June.

**Action:** Cllr Nicholson agreed to take on the organisation of this event, and to decide what should be on the stall. She would produce art work for a banner, the Clerk would find a company to make it. The Produce Association would be asked to put up a gazebo for the Council at the same time as erecting theirs. Cllrs Hogben, von Radowitz and Wenman agreed to man the stand, more help would be required.

Members discussed inviting CPRE and Surrey Hills, it was agreed that the Produce Association should be consulted.

- h) *Guildford Embroidery:* Members were referred to the e-mail sent earlier in the month. The Borough asked for a donation towards the cost of approximately £10,000, and also for the Parish Council logo, to be embroidered around the main embroidery in a frieze. The Clerk had sent the letterhead logo. There would be a launch day on the 21<sup>st</sup> June from 10am to mid-day. Members **agreed** not to make a donation.
- i) *Amber Heights, Farley Green:* Mrs Carlino had written requesting permission to position a gate on the property boundary and a walkway over the ditch, in order to create direct access from the stables to the green. A sketch of the proposed site of the gate was tabled at the meeting and this matter was referred to the Planning Committee. Roger Taylor, SCAP&TC solicitor, would be consulted regarding the implications.
- j) *Temporary Prohibition of Traffic:* various roads in Albury. This had taken effect from 9<sup>th</sup> June and would remain in force for 18 months. Plans showing the diversion routes were tabled at the meeting.

## **112/08 POLICE MATTERS**

No further report than the magazine article had been received from PC Patey.

## **113/08 OPEN FORUM**

No member of the public was present.

## **114/08 COMMITTEE REPORTS Highways and Byways**

- a) *Flooding in Little London and Water Lane:* Cllr Hogben reported that this had still not been resolved and there was a problem with the culvert at Little London, but he was hopeful that Water Lane had been jetted, although Cllr Chapman advised that there was still mud at the bottom. Cllr Hogben would ask John Cheesman for details on what was planned. It was also agreed that a meeting with Derek Lake and John Cheesman should be arranged.
- b) *Fencing Opposite Estate Office:* The application for a SITA grant had not been successful. The Clerk had sent a copy of the application to Emma Gale, SITA local manager, and would also copy it to Cllr Nicholson who would pursue with SITA management. Cllr Hogben would pursue other avenues.
- c) *Traffic Calming through Albury Village:* a meeting was to be arranged, where Mr Pollard would table new plans. The Clerk was in communication with the casualty reduction officer, via Mike Patey, to organise speed cameras for a limited period.

d) *Fencing at Sherbourne Bus Stop*: this would cost £540 to replace. Cllr Hogben was in communication with Highways regarding this.

e) *Replacement of Bus Shelter at Boundary Cottages*

The Clerk advised that she had discussed this with Terry Clark, GBC, who had advised that there were wooden ones suitable for that venue, but they would need a concrete base. He would visit to site to ascertain whether this was possible. He advised that the Council might be eligible for a 50% grant, as it would be a new, albeit replacement, bus stop, but that replacement may have to be deferred to the next financial year if this year's allocation had been used. The Highways and Byways Committee would take this further, in conjunction with the Clerk.

f) *Hedges in the Street*: there had been complaints about overhanging hedges, in particular those belonging to the Estate and to 'Albury Peace'. The Clerk would write.

## 115/08 Community Development

- a) *Parish Plan*: Cllrs Gellatly, Hogben and Nicholson had met to discuss the Parish Plan and to work out how the Grand Design fitted. Surrey Community Action had offered to help with the Plan, and Cllr Nicholson would meet with them before arranging another meeting, which would take place after the summer.
- b) *Web site*: It was noted with sadness that Hugh Cushion had died suddenly the previous week. The Chairman would write a letter of condolence to his widow.

A new section had been created for the website to showcase current news and events. Cllr Nicholson invited contributions.

- c) *Quarterly Newsletter*: Cllr Hogben had investigated printing costs, as follows: 600 copies in black and white: £30.00. Half colour, £90.00. Full colour £144.00. As the Parish Council had received a grant from Cllr Davis to achieve a quarterly newsletter as part of the criteria for Quality Council, it was **agreed** that the newsletter should be in full colour.

## 116/08 Open Spaces, Recreation and the Environment

- a) *Date for litter pick*: a litter pick would be arranged before the Village of the Year Judges' visit, the committee would choose a date at their next meeting. It was **agreed** to target the village. Cllr von Radowitz reported that the recreation ground was in a very bad state, with apparent binge drinking and empty bottles everywhere and the old goal posts lying in the grass. The new goal posts were broken and the fencing was also in need of repair.

**Action:** The Clerk would discuss the work needed with the handyman and would investigate the cost of reinstating the footpath and renewing the fencing. Cllr Robinson would look at the goal posts and ask the neighbours if they had seen what had happened. He would also remove the old goal posts. The clerk would report the apparent binge drinking to the police.

- b) *Footpaths*: It was **agreed** that members should send nominations to the Clerk, who would then cost the work needed.
- c) *Surrey Community Action: Village Hall Conference*: Cllrs Chapman and von Radowitz attended this conference on the 23<sup>rd</sup> May. They reported that almost all other village halls were run by a management committee, and seemed to be breaking even. A great deal of advertising was done by most, and most seemed to have a dedicated car park. It was **agreed** that the Open Spaces committee should bring a proposal to the next Parish Council meeting regarding a management committee, its proposed members and terms of reference. Copies of *Marketing your Village Hall* and *Village Hall Management Committee area meetings* were available at the meeting.

## 117/08 Planning

## PLANNING APPLICATIONS RECEIVED

### 08/P/00831 Hurst Lea, Park Road, Albury

Detached garage with gymnasium

*The Planning committee had objected to the gymnasium*

### 08/P/00832 Hurst Lea, Park Road

Erection of front porch

*The Planning committee had no objection to this application*

### 08/C/0007 Phone Box, Drummond Arms, Albury

### 08/C/0009 Phone Box, Farley Green

### 08/C/0010 Phone Box, Brook

*The Planning Committee had objected to the removal of all three*

Cllr Gellatly advised that the High Bowl application had gone to appeal, and the owners had asked the Parish Council for a letter of support, as they had supported the initial application.

*Village of the Year: judges form:* this has mentioned a Design Statement, and Cllr Gellatly was asked to investigate this.

## PLANNING APPLICATIONS DETERMINED BY GUILDFORD BOROUGH COUNCIL

None have been received.

### 118/08 Star Energy

The Department for Business Enterprise and Regulatory Reform (BERR) had written to advise that the Secretary of State, having had regard to the preliminary submission, the views of the relevant local planning authorities, the objections received and other representations made to him by various bodies, had concluded that Star Energy Gas Storage Services Ltd should be allowed to proceed with the proposals in a formal application under the provisions of paragraphs 6 to 9 of Schedule 2 to the 1965 Gas Act. BERR emphasised that this was not an authorisation for the project itself, but for a formal application for authorisation under the Gas Act 1965.

Cllr Wenman advised that the scheduled date for the Surrey County Council Committee meeting to determine the Star application for appraisal of Albury 2 was the 9<sup>th</sup> July.

### 119/08 Albury Landfill Site

- a) A meeting to discuss restoration plans has been arranged for Thursday 19<sup>th</sup> June at 10am.

### 120/08 Finance

- a) *Monthly accounts:* The statement of account to the end of May from the beginning of the financial year was tabled at the meeting.
- b) *Quality Council:* A paper, outlining the tasks to be achieved and current status, was circulated before the meeting, and noted. Members were asked to comment directly to the Clerk.

	Chq no	Amount	Exp power
a) The following were paid out of meeting:			
7) SCAP&TC	183	£445.72	LGA '72
8) J Cadman: expenses	184	£131.55	
9) AB Cleaning supplies	185	£69.10	
10) Surrey Community Action	186	£25.00	

11) Paul Stevens (maintenance)	187	£160.00
12) J Cadman: salary, April	188	£763.68
13) J Cadman: printing and postman: reports and flyers	188	£290.00
14) S & C Slatter: cricket nets	189	£26,537.37
15) EDF	190	£106.07
16) EDF		£117.98
17) GBC rates: June	d/d	£130.00
18) E Balshaw: wages, May	d/d	£480.01
19) Paul Stevens: maintenance	192	£100.00
20) J Cadman: salary, May	193	£763.68
21) G Chedd: boiler repair	194	£146.06
22) ADL Traffic Engineering	195	£440.63

**b) The Following are presented for payment**

23) British Gas	196	£210.81
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**121/08 COUNCILLORS BUSINESS for noting or including on a future agenda,**

- a) *Welcome for new residents:* As the Clerk receives advice from Guildford Borough Council on new additions to the electoral roll, it was **agreed** that the Clerk should write on behalf of the parish council to welcome new residents to the parish, acknowledging that they would already have been in the village for a month or so before she received this advice. The Clerk would ask Albury Trust for copies of the *Albury Signpost* to include with the letter. Cllr Chapman would advise the Clerk of new residents that she was made aware of.
- b) *Potholes:* Cllr Croucher requested that the Highways contractor be asked to give the Parish Council the planings from highways work, which could then be used by the Council's contractors to fill potholes on private accesses. This was referred to the Highways committee.
- c) *Village Green:* Cllr Brockwell had moved the orange fencing and left it at the Post Office. Design Drives would be asked to remove it.
- d) *Cherrymans:* nothing had yet been done to restore the verge opposite. This was referred to Highways committee.
- e) *Youth:* Cllr Wenman noted that, at the Village of the Year meeting, it had been agreed that the Council should take some responsibility for youth. It was **agreed** that this should be the responsibility either of one councillor, or of a co-opted person. Cllr Hogben advised that he had talked to Russell, who had expressed an interest, and would now take the discussion further.

**122/08 OUTSTANDING ITEMS**

The Clerk's list had been circulated.

## 123/08 NEW CORRESPONDENCE

- a) *TAG Farnborough Airport*: A preliminary consultation document providing an overview of plans for the next stage of development at TAG Farnborough Airport had been circulated.
- b) *Heritage Lottery Fund – celebrating the 50 years of the AONB designation*: The Surrey Hills Office planned to produce a poster for each parish, which will look at how the landscape of the Surrey Hills had changed over the last 50 years, and offered - in return for involvement – help in exploring the history of the parish. This would be funded with a grant from the Heritage Lottery Fund. Cllr Hogben agreed to take this further.
- c) *South East Water draft Water Resource Management Plan 2010 – 2035*. The draft management plan indicated that an extra 135 million litres of water would be needed every day by 2035 to meet demand. The draft plan included proposals on how to achieve this, and public consultation would take place from 2/5/08 to 1/8/08.

**Routine correspondence was distributed at the meeting**

## 124/08 OPEN FORUM

No further matters were raised

## 125/08 DATES OF MEETINGS:

### Full Council:

Monday 7<sup>th</sup> July, 7.30pm  
Monday 1<sup>st</sup> September, 7.30pm  
Monday 6<sup>th</sup> October, 7.30pm  
Monday 3<sup>rd</sup> November, 7.30pm  
Monday 1<sup>st</sup> December, 7.30pm *Precept meeting*

### Planning:

1<sup>st</sup> and 3<sup>rd</sup> Monday of the month, 7pm, if there were plans  
To determine

### Landfill Liaison:

Thursday 19<sup>th</sup> June, 10am

### Village of the Year

Monday 7<sup>th</sup> July 6pm

There being no further business, the meeting closed at 10.15pm