

# ALBURY PARISH COUNCIL

Minutes of a meeting of Albury Parish Council held on Monday 6<sup>th</sup>  
October 2008, at 7.30pm, in the Memorial Library

**Present:** Cllr J Brockwell (in the chair), Cllrs J Chapman, J Croucher, P Gellatly, R Hogben, D Nicholson, G Robinson  
County Cllr D Davis  
Borough Cllr D Wright

In attendance: The Clerk, Mrs J Cadman

**169/08 APOLOGIES FOR ABSENCE**

Were received from Cllrs P von Radowitz and N Wenman

**170/08 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.

**171/08 MINUTES OF THE MEETING HELD MONDAY 1<sup>ST</sup> SEPTEMBER 2008**

Were agreed as a correct record of the meeting and signed by the Chairman, after the following amendment:

**153/08:133/08d:** Should read: *bus shelter* not *bus stop*

**172/08 MATTERS ARISING**

**Village of the Year Competition:** Cllr Brockwell reported that he, Cllr Hogben and Mrs Grayburn, Albury Trust, had attended the presentation at Ripley, and had been pleased to win the Environment Section of the competition. They had been presented with a framed certificate and a cheque for £250.00. Mrs Grayburn was advised that they were close to being awarded second place in the whole competition. It was **agreed** that this was a very good outcome from the first year of entering, and that it had been well worth doing.

**153/08:133/08d: bus shelter at Boundary Cottages:** The Clerk reported that she had heard nothing following her letters to SCC advising of the Parish Council's intention to remove the bus shelter. It was therefore **agreed** that it would be removed.

**Action:** Cllr Brockwell and the Clerk to liaise, cost to be advised to Highways and Byways committee, or full Council, depending on the amount.

**153/08:135/08d: Recreation Ground:** Cllr Brockwell reported that there was 30m of fencing on the boundary with Albury House that was on the ground and beyond repair. The gate post on the machinery entrance gate was broken and the gate could not be closed.

**Action:** remove the fencing completely for the time being, as it is a potential hazard. Cllr Brockwell and the Clerk to liaise.

**153/08: 140/08a Church Lane:** Michael Baxter had advised that this area would be tidied in due course.

**Action:** agreed to add this to the list of Outstanding Items for future reference.

**153/08:140/08b: Parkers Hill:** It had been agreed to add the poor state of this pavement to the list of matters to be discussed with Derek Lake. This matter would be taken forward by the Highways and Byways Committee.

**153/08:140/08d: Village Hall sign:** Michael Baxter had agreed that the sign could be painted, and advised that the cost to the Council would be in the order of £100.00.

**Action:** As the intention was to advertise the village hall, this item would be referred to the

new Village Hall Committee, to discuss what was needed.

**154/08a: Telephone Kiosks:** Cllr Brockwell PROPOSED that Albury Parish Council **adopt** the kiosk at Brook, at a cost of £1.00, with all future maintenance to be carried out by the Parish Council. This was SECONDED by Cllr Croucher, with all in favour. It was *noted* that Cllr Croucher had agreed to keep an eye on the condition of this box and had offered to repaint when required.

Cllr Brockwell PROPOSED that Albury Parish Council **sponsor** the kiosk at Farley Green, at a cost of £500 per annum, for a trial year. This was SECONDED by Cllr Croucher, with all in favour. It was *noted* that the kiosk would remain as card operated only.

**156/08a: Cupboards in village hall:** the Clerk had arranged for the locks to be replaced shortly.

**156/08b: Triangle of grass at Sandy Lane:** Cllr Brockwell reported that cars drove across the grass as a short cut and, to prevent this, it was proposed to install the posts from the Little London triangle, which would be replaced. This was **agreed** and it was *noted* that Cllr Brockwell would take this forward.

**164/08: Ramblers Association:** Opinion from SCAP&TC on the advisability of joining this Association had been given, as follows: "the RA is a pressure group (of course it does some marvellous work) but it is an organization open to individual membership so people can join if they wish. In any parish, there will be individuals who do not agree with their activities and therefore it hardly seems fair to "force" them to join by paying subscription out of council-tax raised funds!"

It was **agreed** not to pursue membership.

## 173/08 CLERK'S MATTERS ARISING

- a) *Communities in Control Consultation: the making and enforcement of byelaws:* the second in a series of Communities in Control consultation, following the Government White Paper on 9<sup>th</sup> July. The paper, currently on circulation, invited views on the proposed new procedure which would enable authorities to make certain bye-laws without the need for scrutiny by the Secretary of State and about proposals for a new enforcement regime for byelaws. This would be taken forward to the November agenda, for discussion once all members had read the paper.
- b) *Chilworth Gunpowder Mills:* Following the consultation period, which was very supportive, the Executive Committee, on the 17<sup>th</sup> July, approved the designation of Chilworth Gunpowder Mills Conservation Area, with immediate effect. This was *noted*.
- c) *Community Gangs:* the Clerk advised that the Probation service would bring a gang to Albury if they were in the region doing other work, as the pavement work that they were prepared to undertake was not sufficient for a day. It was **agreed** to request that they also undertook the footpath to the Apostolic Church and on to the bridge over the Tillingbourne if considered safe.
- d) *Old Churchyard maintenance:* the Clerk had been advised by Chris Bruce, Parks and Countryside, that they would not take over the churchyard unless they were satisfied that it was in good condition, and that the person who would undertake this inspection was currently on leave. She had agreed to contact him again the following week, to ascertain when the inspection was to be carried out, and would take this forward.
- e) *Purchase of land by recreation ground:* Members were advised that this was in hand, following an initial lack of communication between solicitors.

## 174/08 POLICE MATTERS

No report had been received.

**175/08 OPEN FORUM**

a) *Surrey Rural Partnership*: Cllr Wright drew Members' attention to this fund.

**176/08 COMMITTEE REPORTS**

**Highways and Byways**

a) *Minutes of meeting held Thursday 2<sup>nd</sup> October*: would be circulated shortly. Cllr Hogben updated members on matters discussed at the meeting, which included the following:

- i) *Traffic Calming scheme*: the modified plan has been sent to Derek Lake for his comments and progress.
- ii) *Casualty Reduction Officer*: has been moved and not replaced. The Clerk will pursue speed signs, as speed survey has already been undertaken.
- iii) *Albury Mill bus stop*: A RESOLUTION was PROPOSED by Cllr Hogben, SECONDED by Cllr Robinson, with all in favour, that the Parish Council should proceed with the necessary steps to re-establish the public right of access to the waiting and alighting area adjacent to the Albury Mill bus stop. The Clerk would advise the Chief Executive, SCC, Planning Department, GBC and the developer of Albury Mill of this resolution.

The possibility of a passenger refuge on the east side of the bus stop, extending over the mill race, had been discussed with the developer, but it was **agreed** that this should not be pursued at present.

- Public evidence of the existence of the bus stop for an unrestricted period of 20 years would be required, Cllr Davis would provide the necessary forms.
- Evidence sought that Highways authority had maintained that piece of land.
- *Site lines*: it appeared that the wall contravened the conditions of the planning permission, which required that the site lines were kept free of obstructions to visibility 600mm above carriageway. The Clerk would advise GBC Enforcement.
- All information to be available by mid November for December meeting of the Local Committee.

iv) *Maintenance Schedule*: apart from the regular programme, it was decided to organise a village tidy up, at a total cost of £250.00. This expenditure was PROPOSED by Cllr Hogben, SECONDED by Cllr Nicholson, with all in favour. Phillip Goddard had started on this work and had so far cleaned the pavements and cleared foliage from New Road to the Hall. Members **agreed** that he had done an excellent job.

b) *Village Gateway Enhancement Programme*: the scheme, to open up views over the lake, and replace the metal railings with oak posts, was due to start on the 13<sup>th</sup> October, with all the funding provided by outside sources and none required from the Parish Council. The work was scheduled to take roughly a week to complete. The broken bridge parapet at Sherborne had been reported.

c) *Flooding at Farley Green*: The Borough Council had agreed to deal with the ditch again this year, for the same price as previously, and this work would be carried out before the end of October.

d) *Flooding Little London*: the grips along Park Road had been cemented. The culvert under the railway line had still not been cleared. Cllr Brockwell considered that the drainage was better than it had been before. Footpath was still a problem, as sand was being washed down onto the road, and it was intended to look at ways of alleviating the water flow, one possibility being a couple of grips at the top, on Albury

Heath. It was PROPOSED by Cllr Nicholson, SECONDED by Cllr Croucher, with all in favour, that expenditure of up to £250 be authorised for this work.

**Action:** Clerk to ask John Cheesman whether that the statement that it was not council policy to clear sand traps was correct.

- e) *PR Meeting with Derek Lake:* had not yet come to fruition.
- f) *Corner Posts on the grass triangles at Sandy Lane and the top of Little London:* quotations have been requested for bigger posts. It was also planned to plant daffodils on the corners.

## 177/08 Community Development

- a) *Parish Plan:* Cllr Nicholson had met with Paul Knapthine, Surrey County Council Community Development officer. He had advised that it would take approximately 18-24 months to create a parish plan. Steps 1 and 2 had been completed. A discussion took place on how the parish plan and Grand Design would fit together, as some of the areas raised as being of importance to the village in the questionnaire were covered by the Grand Design, and it was agreed that the parish plan should reflect the wishes of the residents, not just be led by the Grand Design. It was also agreed that there should be some input from the Village of the Year competition, and that a Village Design Statement should be considered for incorporation.

It was **agreed** that the committee should be widened to incorporate a further parish councillors (Cllr Chapman agreed to be involved) and also some local residents.

A meeting of the Community Development Committee was agreed for Wednesday 22<sup>nd</sup> October, 7pm. All members were asked to contact the committee with their input to the Parish Plan, for consideration at this meeting.

## 178/08 Open Spaces, Recreation and the Environment

- a) *Village Hall: Management Committee:* It was noted that Lisa Keech had agreed to take on the role of Chairman, and Michelle Idens had expressed a wish to be involved, as well as possibly Mr or Mrs Lewis at Ponds Farm Cottages. Cllrs Brockwell and Chapman would represent the Parish Council.  
**Action:** Cllr Brockwell and the Clerk to liaise to arrange a meeting.
- b) *Village Hall: Management Committee rules:* These had been circulated.  
**Action:** the Management Committee would be asked to consider these, and to report back to the Parish Council for approval.
- c) *Village Hall: cracks in female toilet:* Cllrs Brockwell and Croucher had not yet been able to meet to assess the work needed. This item was **deferred** to the November meeting.
- d) *Footpath Clearance:* Cllr von Radowitz had asked that Members contribute to the list of paths to be cleared. It was suggested that the footpath at Brook, which ran along the top of the bank from the phone kiosk to the access drive to Glendale, should be added to the list.
- e) *Bins on Heath and Canadian War Memorial:* An action plan for tidying and enhancing the heath, together with costings, was circulated with the agenda.  
**Bins:** Cllr Nicholson PROPOSED that the following expenditure be approved: 2 dog waste bins at £119.47 each, 5 bins at £89.67 each and 5 bags of ballast. This was SECONDED by Cllr Croucher, with all in favour, subject to a meeting with Drew Nicholson on the placing of the bins and confirmation on how all bins were to be emptied.  
**Canadian War Memorial:** An expenditure of up to £1,000 in total, including S106 money to be used to purchase the bench, was PROPOSED by Cllr Brockwell, SECONDED by Cllr Croucher, with all in favour, after the following took place:

- a) Discussion with Michael Baxter, as this is Estate land
- b) Investigation whether the Canadian Veterans Association wish to be involved or contribute
- c) The History Society referred to for background knowledge.

**f) Village Maintenance Programme:** This matter was covered under Highways and Byways.

**179/08 Planning**

**a) Not The Old Post Office:** Members discussed the concern raised over condition of chimneys and **agreed** that no action be taken until after the sale at auction, when the new owners should be made aware of the situation, which would then be monitored.

**PLANNING APPLICATIONS RECEIVED**

**08/P/1676 The Old Mill, The Street, Albury**

*Detached double garage to serve riverside houses A & B (development under construction) approved under 06/P/0171 approved 26/1/07 and 07/P/1210 approved 15/8/07*

The Planning Committee had no objection to this. Cllr Brockwell recorded his dissatisfaction with this decision, since the proposed location is outside the settlement boundary and impacts on a very open aspect

**SCC 2008/0107 Gasrec, Albury Landfill Site:**

*Siting of modular steel building on re-sited control room*

No objection

**SCC 2008/0106 Gasrec, Albury Landfill site:**

*Siting of two low calorific gas flares and amended pipeline route*

No objection, assuming that consideration has been given to mature Oak Trees growing close and in the prevailing wind direction, and regret that these were retrospective applications.

**PLANNING APPLICATIONS DETERMINED BY GUILDFORD BOROUGH COUNCIL**

**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*

The Appeal has been withdrawn.

**08/P/1285 The Hame, Blackheath Lane, Albury**

*Erection of detached garden room*

Refused

**180/08 Star Energy**

There had been no further communication following the cancelled meeting on the 3<sup>rd</sup> September.

**181/08 Albury Landfill Site**

SITA had asked Rick Bright to meet with the Forestry Commission, who had decided that they did not want to meet, but wished to be consulted as consultees.

**182/08 Finance**

- a) Spend against Budget:** to the end of September would be tabled at the November meeting, following a meeting of the finance committee.
- b) On line banking:** the forms had been completed and returned to Co-operative Bank.
- c) Visioning event:** The Finance Committee would consider the offer of a 'Visioning Event' facilitated by SCAP&TC: the first steps in developing a Business Plan by identifying aims and objectives over the next five years and its priorities for the coming year.

d) *Quality Council*: The Clerk advised that a new mandatory section had been added to the criteria: Democracy and Citizenship. She explained the steps that could be taken to fulfil this criteria.

		Chq no	Amount	Exp power
e)	<b>The following were paid out of meeting:</b>			
61)	E Balshaw, wages, September:	d/d	£506.55	LGA '72
62)	GBC rates: October:	d/d	£131.00	
63)	Inland Revenue: E Balshaw tax & NIC ytd	227	£125.27	
64)	Inland Revenue: J Cadman: tax & NIC ytd	228	£1341.55	
65)	Thames Water	229	£52.36	
66)	J Cadman: September	230	£762.99	
f)	<b>The following were presented for payment:</b>			
67)	Inland Revenue: Sept payment	231	£290.70	
68)	M Hiley: strimming	232	£75.00	
69)	J Cadman: expenses 2 <sup>nd</sup> qtr	233	£352.78	

#### **183/08 COUNCILLORS BUSINESS for noting or including on a future agenda,**

- a) Cllr Gellatly has been asked by a local lad, aged possibly 16, to ask the Parish Council whether he can hold a mini festival with DJ and 3 bands, all done with two generators, on the Green on 18th October. Starting at 7.00pm and those staying over, camping on the green. Around 50 attendees being collected from the bus stop in Albury on the evening. Members agreed that this should not be permitted.
- b) *Star Energy Community Fund*: this would be discussed at the Community Development Committee meeting.
- c) *Recreation Ground*: Cllr Robinson reported that he had found a youth on the recreation ground with a weapon, shooting at the waste bin. He had reported this to the police and was keeping an eye on the situation.
- d) Cllr Gellatly observed that there were a number of dead pheasants on New Road. It was noted that a sign had recently been erected to warn motorists of the young birds.
- e) Cllr Gellatly reported that a pothole on Lockhurst Hatch Lane, reported on the 18<sup>th</sup> March, had been filled the previous week.

#### **184/08 OUTSTANDING ITEMS**

The list was circulated and *noted*.

#### **185/08 NEW CORRESPONDENCE**

- a) *Surrey Community Action's Twelfth Annual Review Meeting*: Wednesday 22<sup>nd</sup> October, 1.15pm. SCA's Strategic Review 2009-12 was circulated.
- b) *Surrey Community Action*: Rural Affordable Housing for Local People Conference: Friday 14<sup>th</sup> November, Shere Village Hall, 9.30am to 2pm. Further information was tabled at the meeting.
- c) *Surrey Farming and Wildlife Advisory Group*: A county branch of the national farming and conservation charity and had been a dedicated Surrey adviser for over 25 years. They requested a donation of £50 towards their work, this would be considered at the end of the financial year, with other grant requests.

**Routine correspondence was distributed at the meeting**

#### **186/08 OPEN FORUM**

No further matters were raised.

**DATES OF MEETINGS:**

**Full Council:** Monday 3<sup>rd</sup> November, 7.30pm

Monday 1<sup>st</sup> December, 7.30pm *precept meeting*

Monday 5<sup>th</sup> January, 7.30pm

Monday 2<sup>nd</sup> February, 7.30pm *Mayors visit*

**Planning:** The first and third Mondays of the month, at 7pm, if there are plans to determine.