

# ALBURY PARISH COUNCIL

## Minutes of a meeting of Albury Parish Council held on Monday 1<sup>st</sup> June 2009 at 7.30pm in the Memorial Library

**Present:** Cllr N Wenman (in the chair), Cllrs J Brockwell, J Chapman, P Gellatly, D Nicholson, G Robinson, P von Radowitz  
County Cllr D Davis  
PC Nick Sharpe  
PCSO Paul Hyde  
PCSO Phil Buddin  
Members of the public  
The Clerk, Mrs J Cadman

**119/09 APOLOGIES FOR ABSENCE** were received from Cllr J Croucher and Cllr R Hogben.

**120/09 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.

**121/09 MINUTES OF THE MEETING HELD MONDAY 11<sup>th</sup> MAY 2009:** these were agreed as a correct record of the meeting and signed by the Chairman.

**122/09 MATTERS ARISING**

*100/09: Minutes of the Annual Assembly:* due to the problems with the Clerk's computer, these would now be circulated for approval at the July meeting.

*101/09:75/09: BOATs:* as Debbie Spriggs had been away on holiday, further discussion regarding the closure of Ride Lane had not progressed since the May meeting. **Agenda item:** July meeting

*101/09:87/09b: Work Party for Canadian Memorial:* The Clerk had spoken to Malcolm Howard the previous week who had advised that, due to reduction in staff and funding, the probation service was concentrating on larger projects, which could use more probationers at one time, thus reducing the number of supervisors needed. He considered it unlikely that it would be possible to undertake the Albury Heath project. Cllr Croucher would therefore be asked to organise a work party.

*102/09:c: Standards Committee:* The following were appointed as Parish representatives on the Borough Council's Standards and Audit Committee: Mr Don Henderson, Ms Margaret Murray; Mr Ian Symes.

*104/08:3: Minutes of previous meeting:* a copy of the unapproved minutes were available for public scrutiny at the meeting.

*114/09d: Telephone kiosk at Brook:* Members to receive a report from Cllr Croucher at the July meeting. **Agenda item:** July.

*114/09e: Hedges in the Street:* the Clerk had written to the responsible residents and asked them to cut back their hedges once the nesting season is over. Cllr Gellatly asked for Highways to be involved to reinforce the message.

*114/09f: Gasrec:* Cllr Brockwell advised that Cllr Hogben had spoken to the Enforcement Officer at GBC. He understood that the intention was to investigate with Gasrec and report back, but this had not been arranged before Cllr Hogben had gone away. He would now arrange a meeting with Richard Lilleystone.

## 123/09 CLERK'S MATTERS ARISING

- a) *Parish Council Emergency Plan*: The Clerk tabled a proposal from SCC that the parish draw up an emergency plan, in order to be able to assist the authorities in times of disaster, such as hurricane, deep snow or terrorist activity, as examples. The proposition was that the parish should have a record of people who could help or had particular skills, and also those who would be able to identify vulnerable people in the parish. It was **agreed** that the Clerk should draw up a plan, for discussion at the September meeting, with the help of Cllr von Radowitz. This proposal was supported by the Chairman of the Village Residents Association, who also indicated his willingness to be involved.
- b) *Stop the Drop: toolkit provided by CPRE*: this was tabled at the meeting and would be passed to Cllr Croucher for action.

## 124/09 POLICE MATTERS

1. *Monthly surgeries*: PC Sharpe advised that the monthly surgeries had not proved successful and were to be replaced with panel meetings. The first of these had been held at Losely Park and the next was scheduled for the 11<sup>th</sup> of June, at Gomshall Mill, and everyone in PC Sharpe's area was invited. Sergeant Simon Berger. PC Sharpe and PCSO Paul Hyde would attend. PC Sharpe very much hoped that everyone would attend.
2. *Incidents in Albury*: There had been three:
  - a) Theft of a tractor in Brook
  - b) A theft in The Street
  - c) A car broken into at Silent Pool.
3. *Speeding*: PC Sharpe had been in Albury with the speed gun and had given some warnings for speeding and one fine where the car was travelling at 43mph. He would continue to do this.
4. *Farm Watch*: PC Sharpe confirmed that there would be a meeting shortly. The forum was to change its name to Country Watch shortly. It was intended to obtain contact numbers for all the farmers in Surrey, so that information could be passed quickly.

## 125/09 OPEN FORUM

- a) *Bus Stop at the Old Mill*: Mrs Robinson asked for an update on its status. Cllr Wenman advised that a meeting had taken place with Derek Lake of SCC, who had advised that no further progress had been made to date. However, he had made it clear that the proposal to build a refuge over the Mill race was not acceptable to SCC, for health and safety reasons. Derek Lake had also said that SCC has the right to reclaim the piece of land which the bus stop originally stood on and to charge the developer for the work. **Action**: Clerk to write to Derek Lake to establish current status.
- b) *Football nets*: Mr Lethbridge asked for status of progress on obtaining new nets. The Clerk advised that she was waiting for measurements, when she would be able to cost new nets and put a proposal to the council.
- c) *David Davis*: Cllr Wenman advised the meeting that this was Cllr Davis' last meeting as County Councillor. A councillor since 1993, Cllr Davis had put an enormous amount of work, not just into the county, but also on behalf of Albury Parish. Cllr Wenman thanked Cllr Davis for his support and advice, and for attending so many parish council meetings, and presented him with a picture of Albury, painted by a local artist, together with a card signed by the Parish Councillors and the Clerk. Cllr Davis said that he had very much enjoyed his time as County Councillor. He had tried to attend as many meetings as possible of all the 7 parish councils in his patch, as he considered the parish council to be the most important part of local government, as being the closest to the people. He very much admired parish councils for the work that they did. He thanked the Parish Council very much for their present.

## 126/09 COMMITTEE REPORTS

### Highways and Byways

On behalf of Cllr Hogben, Cllr Wenman reported that there had been little change since the last meeting. The new village gateway signs, funded by Surrey Hills and part of the gateway enhancement project, had been erected that morning. Funding had been received from Star Energy to enable more of the project to be progressed.

Cllr Hogben had met with the GBC Engineer to discuss the post and rail fencing at Westonfields and also the possibility of traffic calming speed humps. He would report when he had heard further from Terry Clarke.

## 127/09 Community Development

- a) *Advisory committee meeting 14<sup>th</sup> May:* elected members of the new committee are as follows: Robert Edwards, Simon and Jane Rowcliffe, Matt Lethbridge, Keith Balcombe, Ken Hobbs, John Rowland, Charles Blake, William Moorwood, Nicola Wall, Alex Tatlow, Jeff Eaton. Members representing the Parish Council are John Brockwell, Jackie Chapman and Grahame Robinson. Diana Burkett and Lisa Keech offered general help and support. A member will be sought from Little London. Cllr Nicholson advised that the first meeting of the new committee would take place on Wednesday 3<sup>rd</sup> June, and that the Chairman would be elected at this meeting. Cllr Brockwell would chair the meeting until that point, Mr Rowland had agreed to take the minutes, which would be posted on the web site.
- b) *Parish Plan statement:* this was circulated with the agenda.

## 128/09 Open Spaces, Recreation and the Environment

- a) *Farley Green pond:* The Clerk had received two quotations for the work required to the pond: this work would involve enlarging the pond area, digging a silt trap at the inflow so that the pond did not fill up with silt, and re-lining. The quotations were comparable, at just under £4,000. She proposed to make an application to COMMA for funding, this was **agreed**. Cllr. Brockwell requested a copy of the quotations and that a third quotation be obtained for consideration by the council.
- b) *Recreation Ground:* The Clerk reported that the remedial work had now been carried out in full, with the exception of a missing plank on the surround to the safer surfacing to the climbing frame and a spring on the pedestrian gate. These would be rectified within the next day.
- c) *Greening Campaign:* Members noted that there would be a presentation from the campaign co-ordinator at the July parish council meeting, which would be advertised to the parish.

## 129/09 Planning

### PLANNING APPLICATIONS RECEIVED

#### 09/P/00612 Wood Lodge, Sherbourne

*Change of use and single storey extension to existing building to provide an enhanced facility for Albury Estates Fisheries comprising residential staff accommodation, a relocated fishing tackle shop and a club room/educational facility for fishermen and school parties, following partial demolition of existing building, together with the relocation of the existing car park.*

#### 09/P/00613 Wood Lodge, Sherbourne

*Conservation Area consent for the partial demolition of Wood Lodge to include the garage, utility/store and part of the western elevation.*

The Planning Committee had no objection to the above applications.

#### 09/P/00664 Meridian , Shophouse Lane

*Raise existing roofline to provide enlarge accommodation at first floor incorporating dormer windows, single storey rear extension, front entrance porch and double garage following demolition of existing double garages and partial demolition of rear addition –amendment*

to 09/P/02270 approved on 11/2/09 to include the addition of a double garage

**09/P/00682 Farthingwood, Shophouse Lane**

*Erection of detached double garage with room over following demolition of existing garage*

The planning committee had no objection to this application, but stipulated that it should only be used for storage.

**09/T/00068 Albury Peace, The Street**

*T1 fell Apple tree and T2 cherry and crown reduce by approx 25% T3, T4, T7, T8 cherry trees, T5 Acer, T6 and T9 Ash (Albury conservation area)*

The planning committee had no objection to this application.

**PLANNING APPLICATIONS DETERMINED BY GUILDFORD BOROUGH COUNCIL**

**09/p/00348 Bourneside, The Street, Albury**

*Part first floor/part two storey side/rear extension (additional plans received 30/3/09)*

Approved with conditions.

**130/09 Village Hall**

a) *Income and Expenditure:* Members to receive a report from Cllr Brockwell at the July meeting

b) *Management Committee:* Members to receive a report from Cllr Brockwell at the July meeting

**Agenda item:** July

**131/09 Star Energy**

Cllr Wenman advised that monthly liaison meetings were continuing and that Sophie Tucker, Operations Manager for Star Energy, was producing full and very helpful reports on progress at the site. Preparation works were currently under way and the drill would be moved to site within the next month. There had been debate on how long the drilling would continue as it had originally been understood that each well would take 9 weeks to drill, with a maximum of 18 weeks if two wells were required, whilst it was now understood that one well could take up to 20 weeks to drill.

**132/09 Albury Landfill Site**

a) *Committee meeting 27<sup>th</sup> May:* this meeting was cancelled by SITA. Cllr Nicholson advised of her dissatisfaction that this meeting had been cancelled at very short notice, but it was understood that this was due to ill health. A further meeting was to be arranged.

**133/09 Finance**

a) *Annual Return and Governance Statement:* the internal audit has been completed. A copy of the annual return, together with explanation of significant variances, had been circulated to all members with the agenda. Members RESOLVED to approve the Annual Return, PROPOSED by Cllr Brockwell, SECONDED by Cllr Robinson, with all in favour. The Governance Statement was also approved in full, PROPOSED by Cllr Wenman, SECONDED by Cllr Brockwell, with all in favour.

	Chq no	Amount	Exp power
<b>b) The following were paid out of meeting:</b>			
8) GBC: rates, May	D/d	£263.00	
9) E Balshaw: wages, May	D/d	£506.55	
10) J Cadman, salary May	311	£812.05	
11) Inland Revenue, April and May	312	£592.26	
12) Albury Estate: gas boiler service	313	£96.62	
13) Albury Estate: insurance	314	£163.44	
14) Guildford Borough Council: purchase of land forming part of Albury Lodge	315	£1,333.50	
15) Tadpole Water Gardening	316	£150.00	
16) R Hogben: 2 x street mirrors	317	£106.00	
17) P Goddard: repair of goal posts	318	£90.00	
18) J Britten: de-silting pond	319	£908.50	

c) **The following are presented for payment:**

No further invoices were presented.

**134/09 Quality Council**

- a) *Checklist:* The Clerk summarised the current position, and it was noted that most of the criteria had been achieved. Outstanding matters to achieve are: the Clerk's qualification, and promoting local democracy and citizenship, both of which are mandatory. The Clerk would seek advice from SCAP&TC on the local democracy criteria.
- b) *Newsletter:* the June newsletter, which includes the Chairman's annual report and a summary of the year's accounts, had been printed and would be delivered shortly.

**135/09 COUNCILLORS BUSINESS for noting or including on a future agenda,**  
No further matters were raised

**136/09 OUTSTANDING ITEMS**  
The list had been circulated and was noted.

**137/09 NEW CORRESPONDENCE**  
No new correspondence had been received.

**Routine correspondence was distributed at the meeting**

**138/09 OPEN FORUM**  
a) *Advisory Committee meeting:* Mr Lethbridge was unsure whether all members had received a reminder of this meeting. The Clerk would re-circulate her e-mail concerning this.

**139/09 DATES OF MEETINGS:**

<b>Full Council:</b>	6 <sup>th</sup> July, 7.30pm
	<i>No meeting in August</i>
	7 <sup>th</sup> September, 7.30pm
	5 <sup>th</sup> October, 7.30pm
	2 <sup>nd</sup> November, 7.30pm
	7 <sup>th</sup> December, 7.30pm <i>Precept meeting</i>

**Planning:** First and third Mondays of the month at 7pm  
*If there are plans to determine*