

# ALBURY PARISH COUNCIL

Minutes of a meeting of Albury Parish Council held on Monday 6<sup>th</sup> July  
2009 at 7.30pm in the Village Hall

**Present:** Cllr J Brockwell (in the chair), Cllrs J Croucher, P Gellatly, R Hogben, P von Radowitz, County Cllr K Taylor, PC Sharpe, Terena Plowright, 4 members of the public, The Clerk, Mrs J Cadman

The meeting opened with a presentation from Terena Plowright, Director, The Greening Campaign. Members noted that Albury Parish Council had been nominated to take part in this campaign, one of 6 councils out of 12 that had applied. Ms Plowright considered that Parish Councils were the most important players in tackling the issues surrounding climate change, as they could reach individuals, and advised that NALC are supporting the campaign.

The next stage would be for the parish council to receive the 'toolkit' from the campaign, to get local societies involved by a series of meetings, and then to hold a public meeting to involve the parish. The campaign representatives would give full support with advice and attendance at meetings.

**140/09 APOLOGIES FOR ABSENCE** were received from Cllrs J Chapman, D Nichsolson, G Robinson and N Wenman.

**141/09 DECLARATIONS OF INTEREST**

**154/09b: Music Festival:** Cllr Brockwell and Cllr Gellatly declared a personal interest as members of the organising committee

**142/09 MINUTES OF THE MEETING HELD MONDAY 1<sup>st</sup> June 2009:** these were agreed as a correct record of the meeting and signed by the Chairman.

**143/09 MATTERS ARISING**

**100/09: Minutes of the Annual Assembly:** To be circulated for noting.

**101/09 BOAT at Ride Lane:** SCC Countryside Legal Team Manager, Debbie Spriggs advised that James Browne's view is that this BOAT could possibly meet the criteria for a seasonal TRO – ie: closed to vehicular traffic during the winter months each year. She added that the condition of BOATs was rated as 1: good; 2: in need of some repair; and 3: in need of significant repair. Ride Lane had been assessed as 2, and there were a number of grade 3s in the county which would receive prior attention. Members noted that a new person had been appointed with the specific remit of dealing with Byway issues, and suggested that she be invited to a committee meeting once she is in post. They expressed the view that Ride Lane was in significantly worse state of repair than that indicated by SCC. In the meantime, Members supported the proposed seasonal closure.

**114/09d: Telephone Kiosk at Brook:** Cllr Croucher reported that he had cleaned the telephone box inside and out and adjusted the door. He intended to repaint it at some stage. Members thanked him for this.

**123/09b: Stop the Drop:** Cllr Croucher endorsed this campaign by CPRE and believed that the toolkit would be very useful to the Council.

**125/09a: Bus stop at Old Mill:** Cllr Hogben would report under agenda item: **147/09**

**125/09b: Football post nets:** The Clerk would report under agenda item: **149/09**

**144/09 CLERK'S MATTERS ARISING**

- a) *BT sponsored telephone box, Farley Green:* BT had reduced the premium to sponsor a telephone box from £500 to £300 pa. The Council had therefore received a refund of £230 (which included VAT)
- b) *Thames Basin Heath Special Protection Area avoidance strategy 2009-2014 for Guildford Borough:* Information could be accessed at [www.guildford.gov.uk/spa](http://www.guildford.gov.uk/spa). Comments were invited by 10<sup>th</sup> September 2009.  
**Agenda item:** September meeting
- c) *Practicalities of Playground Safety:* The Clerk had booked a place on this course, facilitated by SLCC, which would take place in September.

**145/09 POLICE MATTERS**

PC Nick Sharpe reported as follows:

1. *Speed checks:* He continued to carry out speed checks through the village. The highest speed recorded was 43mph, a significant proportion of those caught were local people.
2. *Poaching:* fish and deer were being taken, the police were following up leads.
3. *Shed breaks:* these continued; benches and patio heaters were also being targeted.
4. *Car keys:* although this was not at present a problem in Albury, thieves were breaking into houses to steal the car keys for luxury cars.
5. *Thefts from motor vehicles:* sat navs were being targeted.
6. *Thefts from cars in rural car parks:* boots were being forced open.
7. *Renovated buildings:* these were being targeted for tiles and construction materials.
8. *Squatters:* several buildings had been taken over recently, including one at Peasmash and one at St Martha. It was believed that this was a knock-on effect from the closure of a squat in Kingston. PC Sharpe requested that the police be called if anything suspicious was seen, as by the time the squatters had moved into an empty building it was a great deal more difficult to get rid of them.
9. *Farm Watch:* the police were still working on this scheme and were currently putting together a database of farmers. Cllr von Radowitz advised that two more tractors had been stolen, using the same tactics as previously, making a total of four. PC Sharpe advised either fixing a tracker system or chaining the tractor up at night. Although these would not stop a determined thief, they were deterrents.
10. *Police Liaison:* PC Sharpe asked the Council's permission to advertise the presence of the police at the monthly parish council meetings on the police web site. Neither the surgeries nor the panel meetings had been successful, with very few attendees, and it was felt that a parish council meeting was a better forum for attracting members of the public. This was **agreed** and would be advertised on the parish council web site as well.

**146/09 OPEN FORUM**

- a) *Playground Gates:* In response to a question from Mr Tim Wall, the Clerk explained that the gates would be padlocked once the gate post had been repaired and it was possible to close the gates.

**147/09 COMMITTEE REPORTS**

Committee structure: the updated committee structure had been circulated prior to the meeting and was noted.

**Highways and Byways**

Cllr Hogben reported as follows:

- a) *Bus stop:* Cllr Hogben had sent four e-mails to Derek Lake, and the previous Friday had asked for an update to report at this meeting. He noted that, at the last Local Committee meeting, Mr Lake had apologised for not having responded to e-mails, but had continued not to do so. **Action:** Copy e-mails to Cllr Taylor and Cllr Mike Nevins.

Cllr Taylor agreed that the Council should not be in the position in July where nothing had happened. It was understood that this had not been referred to SCC's legal department before for enforcement, as Mr Lake understood that the developer was prepared to discuss the situation. This had not taken place, and a solicitor's letter would be sent, which would mean that this was no longer a highways issue until the situation had been resolved. Cllr Hogben undertook to forward his e-mails to the legal department.

- b) *Maintenance Schedule*: the annual schedule of work had been started. Philip Goddard had done some of the work, and a quote was awaited for further work. The schedule was on target. Cllr Hogben advised that some of the work would be funded from the Star Energy grant.
- c) *Westonfields*: Cllr Hogben had established that the Rural Housing Association and GBC needed to discuss the removal of the post and rail fencing and the installation of speed humps in the car park.
- d) *Nominations for minor works*: Cllr Hogben had put forward the pavements, this had been accepted and all the pavements in the parish would be cleared, hopefully by the end of August.

#### 148/09    **Community Development**

- a) *Parish Plan*: Cllr Brockwell advised that the Advisory Committee had met on three occasions since the last parish council meeting. John Rowland had been elected as Chairman, Nicola Wall as Secretary. Mona Johannsen, Surrey Community Action, had attended the last meeting and given a presentation on how to produce a Parish Plan. It was intended to take a stall at the Produce Show and produce a map, so that members of the public could pin point the elements of the village that they were happy with, and those that they were not, which would facilitate the production of a questionnaire to be delivered to every house in the village. Cllr Brockwell advised that it would be helpful to have more representation from Village Societies on the committee.

#### 149/09    **Open Spaces, Recreation and the Environment**

- a) *Farley Green pond*: The clerk has submitted an application to COMMA, through SCA, for funding for the restoration of the pond. This has been accepted to go through to the final stage. A decision will be received in early August..
- b) *Football post nets*: The Clerk advised that a new set of nets would cost between £50 and £100, depending on the shape of the goal. Cllr Brockwell and the Clerk would meet the following day to establish this. Members **agreed** that this purchase should go ahead if Cllr Brockwell and the Clerk were satisfied that nets were needed and that those identified would be suitable. S106 money would be used for the purchase.
- c) *Footpaths*: Cllr von Radowitz advised that two more had been cleared by Mark Hiley. It was **agreed** that Mr Hiley should continue to do the footpath between Yew Tree Cottage and Edgeley Park; the footpath close to Cllr Croucher (to be identified); and the Warren.
- d) *Canadian War Memorial*: The Clerk advised that she had now heard further from the Probation Service and it had been agreed that, if the Council could provide a whole day's work for 8 men, the Service would be able to provide them. It was agreed to draw up a list of further work that could be undertaken, to include the removal of litter from the Heath.
- e) *Bins on Heath*: It had been hoped that the Borough Council would empty the new bins, but this had not happened. After discussion, it was agreed that Cllr Hogben and Cllr Brockwell would visit the Heath the following day, and subsequently would discuss this with the Borough Council and consider asking them if they would remove the old bins (which they emptied) and empty the new ones. It was *noted* that one of the new bins was broken, the Clerk had reported this to Glasdon. The Clerk advised that the cost of a contract to empty the bins would be £3.61 per bin per week.

150/09

**Planning**

**PLANNING APPLICATIONS RECEIVED**

**09/P/00728 Albury House, The Street, Albury**

*Erection of four houses comprising terrace of three (1 x 2 bed, 2 x 3 bed) and one detached (1 x 4 bed) in the grounds of Albury House together with 38 parking spaces in total (including formalised parking for Albury House) alterations to existing access and landscaping including works to trees.*

This application has been withdrawn and will be re-submitted. The developers were to re-address the issues about access and the right of access to Albury Lodge must also be resolved.

**09/P/00754 Copse End, Row Lane, Shere**

*Single storey rear extension and conversion of garage to habitable accommodation.*

The planning committee had no objection to this application.

**09/P/00808 Land at Albury Park, New Road**

*Consultation from SCC for details of storage of oils, fuels and chemicals during Phase 1 (site preparation) pursuant to Condition 11 of planning permission ref GU08/0483 dated 15/7/08*

**09/P/00809 Land at Albury Park**

*Consultation from SCC for the translocation of newts.*

The planning committee had no objection to these applications.

**PLANNING APPLICATIONS DETERMINED BY GUILDFORD BOROUGH COUNCIL**

**09/P/00471 7 Kingsfield, Albury**

*Lawful Development Certificate to establish whether the land adjoining 7 Kingsfield has been used as a garden area and for the parking of vehicles for more than 10 years.*

Refused

**09/P/00480 Cheynes, Brook Lane**

*New dormer window on north facing roof slope. Change existing hipped roof to gable roof on north elevation. Enlarge existing dormer on east facing roof slope.*

Approved with conditions

**09/P/00521 Albury Peace, The Street, Albury**

*Single and two storey rear/side extension and two entrance porches (additional plans received on 20/4/09)*

Approved with conditions

**09/P/00593 Hurst Lea, Park Road, Albury**

*Erection of a detached garage and gym/garden room and garden store following demolition of existing double garage and outbuilding*

Approved with conditions

**09/P/00597 Albury Park, New Road**

*Change of use of whole building from Use Class C2 retirement home to mixed use comprising Use Class C1 bed and breakfast (5 units) Use Class C2 retirement home and ancillary staff (9 units), Use Class C3 short term letting (6 units) and residential apartments (12 units) (part retrospective) and function rooms.*

Withdrawn

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

*Raise existing roofline to provide enlarged 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*

Refused

**151/09 Village Hall**

*Income and Expenditure:* Cllr Brockwell had completed an analysis of the village hall expenditure for 2008. The hall had cost £19,500 to run (£4677 of which was for decoration and repairs) and had taken an income of £5,000, giving a running deficit of £14,000.

**Agenda item:** September meeting.

**152/09 Star Energy**

- a) *Minutes of Star Energy Liaison Committee:* meeting held Monday 8<sup>th</sup> June were circulated prior to the meeting. Cllr Brockwell advised that he had been present when the drill had been taken on site, and noted that the impact had been negligible. Drilling had not yet commenced.
- b) *Meeting and site visit:* this had been arranged for Tuesday 14<sup>th</sup> July, at 4pm.

**153/09 Albury Landfill Site**

- a) *Committee meeting:* A meeting has been arranged for Thursday 9th July. A site meeting would take place beforehand.

**154/09 Finance**

- a) *Internal Auditor:* members noted that the Clerk, Chairman and Vice chairman (Chair of finance) would meet with a representative from Mulberry & Co, a SCAP&TC recommended internal auditor, to discuss this company taking on the account from the current financial year.
- b) *Music Festival:* Members to consider a grant of £250.00 towards the Music Festival: Cllr Brockwell advised that this would be used towards the basic infrastructure: the sound desk, lighting rig and toilets. Profits of this event would be divided between the Life Train Trust and the Produce Association, who divided their profits between local organisations. A grant of £250 was PROPOSED by Cllr Croucher, SECONDED by Cllr Hogben. *Cllrs Brockwell and Gellatly had declared an interest and did not vote: the meeting was therefore not quorate at this point and the grant would be ratified at the September meeting.*

		Chq no	Amount	Exp power
c) The following were paid out of meeting:				
19) SCAP&TC: re-drawn cheque for subscription and 2 x LCR: <i>cancelled</i>		320	£390.29	LGA '71
20) S James: work in playground		321	£1,380.00	
21) A Estate: rent, library		322	£86.25	
22) A Estate: rent, hall		322	£1523.7	
23) B Gas		323	£341.88	
24) Spilkin Knight (internal audit)		324	£431.25	
25) SCAP&TC:		325	£318.29	
26) GBC: June		326	£46.72	
27) D Nicholson re: Village Day expenses		d/d	£263.00	
28) NJM: newsletter		327	£165.60	
29) EDF: Hall		328	£177.74	
30) EDF: library		328	£155.97	
31) Allianz Cornhill		329	£160.29	
32) E Balshaw: wages: June		d/d	£506.55	
33) J Brockwell: Parish Plan inaugural meeting		330	£30.90	
34) Surrey Hills Society		331	£15.00	
35) J Cadman: salary: June		332	£812.05	
d) The following are presented for payment:				
36) J Cadman: expenses, 1 <sup>st</sup> quarter		332	£397.80	

**155/09 Quality Council**

Deferred to the September meeting.

**156/09 COUNCILLORS BUSINESS for noting or including on a future agenda:**

- a) *Guildford Lane*: Cllr Croucher advised that the banks were very overgrown and visibility poor. Cllr Hogben agreed to take this further.
- b) *Parish Council stand at Produce Show*: this would be manned by Cllrs Gellatly and Hogben.
- c) *Stiles*: Cllr von Radowitz proposed that footpath stiles be replaced with kissing gates, which would make walking much easier for elderly people. It was noted that the Ramblers Association have donated kissing gates in the past in some areas.  
**Action:** The Clerk to investigate.
- d) *Hedges*: Those in Shophouse Lane were very bad and impeded sight lines.  
**Action:** The Clerk to speak to SCC and, with their agreement, write to owners on the combined letterhead. Copy to Cllr Taylor.
- e) *Albury Peace*: The growth on their bank needs cutting back.
- f) *Church Lane*: foliage needs cutting back. Clerk to speak to Mr Baxter again.
- g) *Seat in bus stop*: is broken.
- h) *Climate change team at GBC*: Cllr Brockwell to contact regarding proposed stall at Produce Show.
- i) *Hedge in hall car park*: Clerk to speak to Mr Baxter again.
- j) *Corner of New Road and The Street*: needs cutting back.

**157/09 OUTSTANDING ITEMS**

The list was circulated with the agenda.

**158/09 NEW CORRESPONDENCE**

No new correspondence had been received.

**Routine correspondence was distributed at the meeting**

**159/09 OPEN FORUM**

- a) *Broken Fence Panel*: Mr John Burnett had send a message regarding a broken fence panel at the bottom of his garden, adjoining the track to the recreation ground.  
**Action:** The Clerk and Cllr Brockwell would investigate whilst at the recreation ground.

**160/09 DATES OF MEETINGS:**

**Full Council:**

*No meeting in August*  
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 *Precept meeting*

**Planning:**

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

There being no further business, the meeting closed at 9.50pm.