



ALBURY PARISH COUNCIL

Serving Albury, Farley Green, Brook, Little London and Newlands Corner

PARISH OF ALBURY **NOTICE OF PARISH COUNCIL MEETING** **Local Government Act 1972**

Minutes of a meeting of Albury Parish Council held on
Monday 1st February at 7.30pm in the Village Hall

Preceded by a reception for the Mayor of Guildford, Cllr Pauline Searle, at 7pm

Present: Cllr J Brockwell (in the chair), Cllrs J Croucher, P Gellatly, R Hogben, G Robinson, J Rowland, P von Radowitz
County Cllr K Taylor
Borough Cllr D Wright

Cllr Pauline Searle, Mayor of Guildford
PC John Hockley
PCSO Simon Mitchell
2 Members of the public

The Clerk, Mrs J Cadman

The Meeting commenced with a presentation on the Rural Crimewatch Scheme from PC John Hockley, West Surrey Rural Communities Officer, followed by questions from the public. Cllr Brockwell thanked him and PCSO Simon Mitchell for this interesting and helpful presentation.

The Mayor was welcomed to Albury by the meeting Chairman, Cllr J Brockwell. She said that she was now just starting the last three months of her time as Mayor, and the role had been a pleasure and a great privilege. One of the pleasures had been in meeting different groups, and she greatly appreciated having been invited tonight and the reception before the meeting, where she had the chance to talk to members of the parish. She had enjoyed the presentation from John Hockley, and had been interested to learn about this aspect of police work.

24/10 **Apologies for absence:** were received from Cllr N Wenman. Apologies were also received from PC N Sharpe, who had been delayed on an arrest for a drugs offence in Chilworth.

25/10 **Declarations of interest:** none were declared

26/10 **Minutes of the meeting held 4th January 2010:** these were agreed as a correct record of the meeting and signed by the Chairman.

27/10 Matters Arising

05/10:231/09a: Sustainable Communities Act: The Clerk had been advised that, although Parish Councils are free to make their own decision on whether to support this, NALC are giving it their full support. The Clerk was asked to re-circulate the information regarding this.

Agenda item: March meeting

05/10:232/09c: PC Sharpe: had confirmed to the Clerk that he had visited Cllr Chapman.

05/10:247/09: English Rural Housing Association: The Clerk had been advised that 8 nominations had been received for the available house at Westonfields, of which 3 had completed and returned application forms and were currently being interviewed by the housing manager at ERHA. No decision has been made to date. Cllr Wright advised that the legislation dictates that the Housing Association and the Borough Council have to look at need, and this



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would take precedence over local connection.

08/10: Web-site: this had been updated with minutes of recent meetings and copies of newsletters.

19/10a: Vulnerable People: the first meeting of the committee to devise an emergency plan had taken place on Monday 25th January. Cllr Brockwell advised the meeting that, during the snow, he, in conjunction with Cathy Goddard and Cllr Chapman, had been involved in identifying people who would be considered as possibly vulnerable, and these had been contacted as necessary to ensure that they had what they needed.

19/10b: Corporate identity: Members received a paper from Cllr Hogben outlining his proposal for a less cluttered corporate identity. Proposed letterhead and compliment slip were tabled. Cllr Hogben PROPOSED that the new identify be adopted, this was SECONDED by Cllr Gellatly, with all in favour, after the following amendments were made:

- Move the A of Albury so that it is not on top of the logo
- Remove the square around the chimneys
- Minimise the re-cycling logo at the bottom of the headed paper.

19/10d: Grit bins: SCC Highways advised that the grit had been taken by private individuals and, as salt is now in short supply, the bins would be filled with sand as soon as possible. Cllr Rowland complained that the roads had not been gritted, Cllr Brockwell explained that the road through Albury is a priority route and so therefore no work would be done to other roads. He suggested that the Parish Council consider purchasing a snow plough, to be fixed to the front of a tractor, and obtain permission from SCC to clear the parish roads. Cllr von Radowitz emphasised that the parish council must have the correct insurance to do this.

Action: Cllr Brockwell to investigate the cost of a snow plough. The Clerk to investigate how to obtain permission from SCC to use it, and investigate the insurance implications. This provision for snow would become part of the emergency plan.

Cllr Taylor asked to be advised if there was evidence of individuals removing grit for their own use. **Action:** the Clerk would make a list of bins in the parish and these would be monitored.

19/10e: gate behind the bus stop at Farley Green: The Clerk had written to the resident at the cottage next to the bus stop, and the gate has now been removed.

28/10

Clerks Matters arising

a) Guildford Strategic Housing Land Availability Assessment (SHLAA) Albury Estate had written to advise that, as part of this process, the Estate's Director of Planning had submitted to the Council three areas of land on the edge of Albury Village which it is considered may be suitable for either affordable or open market housing some time over the next 20 years. Until such time as the Borough council has completed its assessment on a Borough wide basis it will not be known whether these sites will be taken further or included in the Local Development



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Framework, they are simply areas which the Estate would be prepared to see developed in the longer term if required to meet housing needs, and the Trustees wanted the Council to be aware that this submission has been made.

Action: the Clerk to request further details from GBC and to make it clear that the Parish Council wish to be consulted before this is taken any further.

b) *Cricket nets:* were damaged in the recent snow. Allianz had asked for estimate for repair/renewal and two photographs, which the Clerk has submitted. Members considered that the Cricket Club was under a obligation to look after these nets, as the Parish Council had supplied them, following a request from the club, to a large extent for their use. It was agreed that a meeting should be arranged between the Parish Council and the new Chairman of the Club.

c) *Surrey Air Ambulance:* had written seeking help to find new venues to site their textile banks. The Clerk advised that this request had come as the organisation was receiving little help from the Borough Councils in this respect, as they already recycle textiles. It was agreed that the Parish Council would support the installation of a textile bank in the hall car park, provided that room could be found. It was noted that there were plans to review the re-cycling area, and to possibly move it, but that the textile bank could be installed in the meantime, subject to permission from Albury Estate.

29/10

Police matters

a) *Meeting with Chief Constable and Chairman of Surrey Police Authority, 29th January:* Cllr Brockwell had attended this meeting on behalf of the Council and reported that the Chief Constable had talked about how he is proposing to re-organise Surrey Police, which included reducing high ranking officers and putting 100 police on the ground and 100 into intelligence roles. He explained that he was obliged to take a radical view as a result of capping, and he wished to increase the numbers of officers on the ground within a reduced budget. He also intended to have police cars based at local spots, each manned by one officer and advised that old style local police stations would be closed down and replaced with stations with a more local presence ie: to be located within schools, village centres, supermarkets.

Cllr Brockwell considered it to have been a very good and interesting meeting.

The Clerk held a copy of the briefing for further information.

b) *Police surgery:* it was noted that this had been due to take place today in the post office. The Clerk would ask PCSO Paul Hyde for a report.

30/10

Open Forum:

a) *Guildford Strategic Housing Land Availability Assessment:* Mrs Goddard recalled that when Star Energy had first come to the village in 1987, a great deal of blame had been directed towards the Duke by the Parish Council, and this had caused a great deal of trouble. She urged caution in dealings over this current assessment.

31/10

Committee reports: Highways and Byways

a) Cllr Hogben reported as follows:

Boundary Cottages bus shelter: Surrey's first green oak bus shelter has now been completed. We have had compliments from the residents of Boundary Cottages, who seem delighted with the result.



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This project has come in on budget at £3,550 and forms part of our grant that we obtained from the Star Energy Community Fund; the balance of the funding was sponsored by SCC's Passenger Transport Group and GBC for a portion of the site work.

Village Enhancement Project: the bad weather has badly delayed the work on 'the drift', the area opposite the Old Rectory. Unfortunately, the heavy frosts have resulted in the sandstone setts needing to be re-cemented in place, this has now been done but since then every day has been below zero and it is to be hoped that this will not happen again. All the post and rail work has been delayed but, hopefully, by the end of this month all will be completed.

Mill bus stop: still now news! Cllr Hogben requested that a strongly worded official letter of complaint be sent from the Parish Council to Derek Lake and the Legal Department of SCC, also the Chairman of the Local Committee, demanding some sort of action and conclusion. It is now virtually a year ago that this was unanimously agreed at the Local Committee.

Traffic Calming: A meeting of the Highways and Byways Committee to discussed this has been scheduled for the coming Wednesday 3rd February.

Surrey Hills AONB: Rob Fairbanks has been given a small grant from the Local Committee for de-cluttering the Tillingbourne villages. Cllr Hogben requested suggestions for removing inappropriate signage, verge posts, etc. It was intended to carry out an audit of all Surrey Hills villages.

- b) *Footpath from Weston Farm up Parkers Hill:* SCC Highways had sought advice from the Clerk on the whereabouts of Parkers Hill, this had not progressed further to date.
- c) *Footpath from New Road to the Village:* Cllr Hogben had spoken to GBC, but had not yet received a reply.

32/10 **Committee reports: Community Development**

Cllr Chapman reported that the Children's Christmas party would now take place in March, having been cancelled in January due to the snow.

33/10 **Committee reports: Open spaces**

- a) *Farley Green Pond:* The Clerk had circulated the specification drawn up between her and Cllr Croucher, which had been given to all interested companies, and to whom Land and Water had responded. The Open Spaces committee recommended that the Parish Council authorise the committee to make a decision and proceed, subject to the amount of money available for the work, currently £3,700. If a grant is received from Star Energy, this will increase the money available to £7478.00. Cllr Brockwell PROPOSED that the Open Spaces committee be authorised to spend up to the limit of the grant money available. This was SECONDED by Cllr Robinson, with all in favour.
- b) *Greening Campaign:* Cllr Croucher advised that Village Societies had been contacted and he hoped to be able to report in more detail at the March meeting.
- c) *Proposals for handyman:* report deferred to March meeting.

34/10 **Planning:** Planning applications received and planning applications determined by Guildford Borough Council

Applications Received

09/P/2006 32 Westonfields, Albury

Replacement of kitchen window with door, block up existing rear door and replace with window.
The Planning Committee had no objection to this application.

09/P/2046 Albury Sandpit, Shere Road, Albury

Consultation from SCC for the continuation of the temporary storage of soils on some 1.6ha without compliance with condition 10 of planning permission GU88/0119 dated 7/2/1989.
The Planning Committee had no objection to this application.



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09/P/2055 Albury Sandpit, Shere Road, Albury

Consultation from SCC for construction of environmental compound for treatment of leachate comprising palisade fencing, concrete building, control building, two balance tanks, two treatment tanks, storage tanks and dissolve air floatations plant together with an extension to the existing discharge pipeline

The Planning Committee had no objection to this application.

Rushmoor Borough Council: Local Development Framework: Consultation on Core Strategy and Farnborough Airport Area Action Plan

The Planning Committee had no comment.

10/P/00013 Drummond Arms, The Street, Albury

Installation of double ramped access, removal of single storey structure and infill of opening with fascia brickwork to match existing, new external escape spiral staircase and removal of extractor duct and installation of new extractor

The Planning Committee had no objection to this application.

10/P/00034 Crossley House, Heath Lane, Albury

Loft conversion incorporating two dormer windows to rear elevation

The Planning Committee had no objection to the application to convert the loft and install two dormer windows, but were concerned that the new window on the side elevation would overlook the neighbours.

10/P/00035 Sunnybank, Dorking Road, Chilworth

Single storey rear extension

The Planning Committee had no objection to this application.

Applications determined by Guildford borough Council

09/P/1693 Parkside, Park Road, Albury

Listed building consent for the removal of internal wall between kitchen and dining room

Approved with conditions

09/P/1718 Parkside, Park Road, Albury

Listed building consent to block up existing door to bathroom and create new doorway to master bedroom

Approved with conditions

09/P/01769 Jacquin Cottage, Little London

Front conservatory

Approved with conditions

09/P/1876 Albury Park, New Road

Conversion of double garage/workshop adjacent to house 19 into a kitchen and dining room

Approved with conditions

35/10

Finance

- a) *cheque list*: members received the list of payments made in the last month, detailed below.
- b) *Interim audit*: members noted and approved this audit, carried out this day by Mark Mulberry. His report would be tabled at the March meeting and any actions required would be noted and actioned, prior to internal audit. Cllr Brockwell reported that Mr Mulberry had been very satisfied that there was very low risk in the way this council operates its financial controls.
- c) *Internal audit*: Cllr Brockwell had completed this to 31/12/2009 and reported that everything is in order. At present he and the Clerk are working towards the change in accounting system as at the 31st March 2010.
- d) *Albury Park*: it was noted that there was a possibility of up to £25,000 in S106 money from the proposed development.



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No	Payee	Description	Ch no	Amount	Exp power
107	Guildford Borough Council	Rates Jan	d/d	£263.00	LGA '72
108	E Balshaw	Wages Jan	d/d	£523.00	
109	AB Cleaning supplies	For hall	383	£54.28	
110	J Dowden	Painting for D Davis	384	£125.00	
111	Spectrum Homes	Outside light bulbs	385	£12.04	
112	Mulberry and Co	Initial Internal review	386	£88.32	
113	Mulberry and Co	Internal Review	386	£460.00	
114	Paul Hartley	QS pre application check	387	£31.80	
115	JS Construction	Payment to 90% on bus shelter	388	£2,014.88	
116	JS Construction	Payment to 100% on bus shelter	388	£602.77	
117	Spectrum Homes	Switch and external lamps	389	£15.51	
118	EDF	Village Hall	390	£100.16	
119	Albury PCC	Parish mag to clerk	391	£8.00	
120	J Cadman	Salary, January 2010	392	£760.92	

36/10 **Quality Council**

No further action to date.

37/10 **Star Energy**

- Minutes of meeting held 22nd December:* had been circulated before the meeting.
- Meeting 25th January:* Cllr Brockwell reported that Star Energy had started to drill again on the 19th December, having erected the acoustic screening, had stopped again because of generator problems, started again and had drilled 6,000 ft and had now been forced to stop again and to send the drill head to Italy for repair. It was anticipated that it would be another week before drilling commenced again.

Cllr Brockwell considers that the Star Energy liaison committee is a great success, with a good flow of information.

38/10 **Albury Landfill site**

- Meeting held Tuesday 26th January:*

Gasrec: the company had been discussed, as they are partners with SITA. Emma Gale has undertaken to ask Gasrec to organise a meeting to discuss progress and illumination of the site.

Restoration plan: as a result of the exhibition last autumn, a further meeting had been arranged with Simon Elson and Rick Bright, and some alterations made to the restoration plan. It was expected to be complete by the end of February. SITA had been asked for a large scale restoration plan which could be put on display in the village hall.

Restoration: a large extent of the site had now been capped. There was still debate between the Environment Agency (EA) and SCC regarding final levels, although the EA



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had agreed on the levels being used.

Final filling of the site: the site will be completely full by Spring 2011, followed by 18 months of capping and regularising pipelines.

Leachate: this is currently being fed back into the site, as it would otherwise have to be tanked away

- b)** *Future waste management:* discussion took place on the possible solutions to this problem.

39/10 **Village Hall**

- a)** *meeting:* the meeting arranged for 14th January with interested residents and Doug Williams from Surrey Community Action had been cancelled due to the weather. Cllrs Wenman, Brockwell and Rowland had met to discuss the way forward, Cllr Brockwell is currently undertaking a detailed analysis of letting from January 2009.

40/10 **Parish Plan**

Cllr Rowland advised that a committee meeting had been arranged for the 9th February, with a representative of Surrey Community Action in attendance.

41/10 **Emergency Plan**

The first meeting highlighted that there is a great deal of work to do. The Clerk will collate the actions agreed to date, and then another meeting will be called.

42/10 **Councillors business:** *for noting or including on a future agenda*

- a) Cllr Hogben advised that he would be away from 23rd February to 25th March.

43/10 **Outstanding items:** List had been circulated with the agenda. The Clerk requested that members contact her if they have any queries.

44/10 **New Correspondence**

- a) *Surrey Hills Board Annual Review 2009:* This document was on circulation.

45/10 **Open Forum**

- a)** *Guildford Strategic Housing Land Availability Assessment:* Mr Lethbridge asked how long the Parish Council had known about the Estate's submission. The Clerk replied that she had received the letter from the Estate in the middle of January, and members had been advised when they were served with the agenda for this meeting.
- b)** *Landfill site:* Mr Lethbridge reported that this was smelling badly at present. The Clerk would report this to SITA.

46/10 **Dates of meetings**

Full Council: Monday 1st March, 7.30pm, Monday 12th April, 7.30pm

Annual Assembly: Monday 19th April, 7pm.

There being no further business, the meeting closed at 10.52pm.
