



# ALBURY PARISH COUNCIL

Serving Farley Green, Brook, Little London & 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 6<sup>th</sup> September at 7.30pm** in the **Memorial Library**



**Present:** Cllr J Brockwell (in the chair), Cllrs J Chapman, P Gellatly, R Hogben,  
G Robinson, S Robinson, P von Radowitz  
County Cllr K Taylor  
PCSO Paul Hyde  
3 members of the public  
In attendance: the Clerk, Mrs J Cadman

168/10 **Apologies for absence:** were received from Cllrs J Croucher and N Wenman

169/10 **Declarations of interest:** No interests were declared

170/10 **CO-OPTION OF COUNCILLOR**

Members were asked to approve the co-option of Mrs Sallianne Robinson to the vacant position on the Council. This was PROPOSED by Cllr Hogben, SECONDED by Cllr von Radowitz, with all in favour. No other nominations had been received.

171/10 **Minutes of the meeting held 5<sup>th</sup> July 2010:** were agreed as a correct record of the meeting and signed by the Chairman.

**Minutes of the meeting held 2<sup>nd</sup> August 2010, including Part 2 business:** were agreed as a correct record of the meeting and signed by the Chairman.

172/10 **Matters Arising**

148/10: *new sign posts:* Cllr Hogben confirmed that, where wooden posts have not been installed, this is because SCC would not allow the old ones to be changed. He advised that the Surrey Hills project was now at an end. He acknowledged that there were some new posts and some old ones on Park Road, but believed that this would be resolved with SCC shortly.

*Triangle at Little London:* Recent discussions with the Clerk at Shere had appeared to show that the triangle was within the Parish of Albury. However, the new definitive map from SCC showed that it was not. The Clerk would discuss this with the Clerk at Shere and report back.

*Network Rail:* had written to advise the parish council of a change to the proposed railway only communications mast near Brook crossing. Prior to work commencing, they had met with the resident of Glebe Lodge, who lives near the originally proposed site. With their input, it had been agreed to move the mast approximately 85m west in order to minimize their view of the mast by putting it behind a large Beech tree. A map showing the new location was tabled at the meeting. Cllr Hogben expressed his appreciation at the trouble taken by the Communications department at Network Rail, both in speaking to local residents and also in taking their comments on board, and it was agreed that a letter of thanks should be written.

Cllr Brockwell noted that a number of matters had been transferred to committees. It was important that they did not get lost in this transfer.

173/10 **Clerks Matters arising**

- a) *Farley Green:* two requests to park on the Green had been received, one for the annual barbecue on the 12<sup>th</sup> September, the other for the Barn Church sale on the 2<sup>nd</sup> October. These had both been approved out of meeting.

- b) *SCC Legal Event Order*: this order, sealed on 31/3/2010, contains amendments to the definitive map and statement of rights of way in the parish of Albury arising from events which had occurred, and Legal Orders confirmed since the last update. A copy of the Order and the amended map was tabled at the meeting.

174/10 **Police matters**

- a) *Produce Show*: On behalf of the Produce Association, Cllr Brockwell thanked PCSO Paul Hyde for manning a stall at the Produce Show. He knew that the police presence had been greatly appreciated, particularly by the farming people. PCSO Hyde said that he always enjoyed being in Albury as he always received a warm welcome.
- b) *Stolen digger*: Mrs Goddard asked if there had been an update on the stolen digger that had been abandoned, with its engine still running, on Albury Heath. PCSO Hyde had no information on this.

175/10 **Open Forum:**

- a) *Edgeley Park*: Mrs Goddard expressed her concern about the large lorries used to take caravans to the Park. They used the Heath to transfer the caravans onto smaller vehicles for the last stage of the journey, most recently at 6.30 in the morning. Cllr Brockwell advised that he and Cllr von Radowitz had recently attended a meeting at Edgeley Park, and he would report further later in the meeting.
- b) *New Resident*: Ben Moore introduced himself as a new resident in the Parish, having recently moved into the Mill House, and was interested in getting involved in the community.

176/10 **Committee reports: Policy and resources:**

- a) *Minutes of meeting held 19<sup>th</sup> July*: had been circulated
- b) *Business continuity plan*: Cllr Gellatly PROPOSED that this plan be adopted, SECONDED by Cllr Hogben, with all in favour.

177/10 **Committee reports: Facilities**

- a) *Minutes of the meeting held 26<sup>th</sup> July*: had been circulated. Cllr Brockwell made the point that Facilities were dealing with matters that other council members might want input into. He considered that either all councillors should attend the facilities meetings, or that all items should be discussed at full council. The Clerk pointed out that committee meetings were distributed to full council so that members could get involved in the discussions and decisions.
- b) *Farley Green Pond*: Cllr von Radowitz advised that the area around the pond and by the road needed rotovating in order to make it possible to mow, as it was currently very uneven ground following the pond renovation. She had a contact who would lend a rotovator, and the work of rotovating and leveling the site could be done for £200.00. Cllr Brockwell pointed out that the Facilities committee had a maintenance budget for the pond of £400.00 and, if the committee agreed, this work could be carried out within that budget.
- c) *Walkfest*: Cllr Gellatly had undertaken the walk he had agreed with GBC, as part of the Walkfest week. Four people had turned up. He was due to attend a meeting at GBC during the coming week.
- d) *Church Lane Wall and pavement*: This would be discussed at the next Facilities committee meeting.
- e) *Date of next Facilities committee meeting*: Monday 13<sup>th</sup> September, 7.30pm.

178/10 **Committee reports: Community Development**

- a) *Albury Mill bus stop*: Cllr Hogben advised that he was waiting for a plan from Land and Water for the proposed recess over the Mill Race. GBC had indicated that they would be happy to accept a plan from Land and Water and had agreed to give assistance as far as the engineering was concerned. Cllr Hogben undertook to speak to Mr Moore once he had possession of the plans.
- b) *Albury Produce Show*: Cllr Hogben reported that the Parish Council stall at the Produce Show had been well received and had been a good public relations exercise, which he intended to repeat.
- c) *Westonfields Parking Area*: The rail had now been removed and reflectors fitted to the tops of the bollards.
- d) *Albury Hall Enhancement programme*: Cllr Hogben is in discussions with Albury Estate

regarding the car park and is expecting a quotation from Michael Baxter to clear the undergrowth on the banks of the Tillingbourne and also for car park repairs.

- e) *Access to Tillingbourne:* this would need to be on the north side, access on the south side is problematical because the banks are very steep. Cllr Hogben is talking to the Estate about the possibility of taking a long lease on the field, to provide access
- f) *Allotments:* There is a possibility of the Parish Council taking over the management of the allotments from Albury Estate. Discussions currently involved a 10 year lease to the Parish Council at £100pa. The site currently has 8 plots, each of which could make 4 smaller allotments for sub-letting to Albury residents. Water could be run to the site, and it might be possible to develop a community orchard. The Parish Council would bear the legal costs.
- g) *Date of next Community Development meeting:* Monday 27<sup>th</sup> September, 7.30pm.

179/10 **Committee reports: Planning and Environment**

*Minutes of the meetings held July 5<sup>th</sup> and August 16<sup>th</sup>:* had been circulated prior to the meeting.

180/10 **Planning: Planning applications received and planning applications determined by Guildford Borough Council**

**Applications received:** Members to note that minutes from planning meetings and responses to GBC are filed in the planning file, tabled at the meeting.

**Applications determined by Guildford Borough Council**

**10/P/1085 Cheynes, Brook Lane.**

*Single storey front extension*

Approved with conditions,

**10/P/1320 Wood Lodge, Sherbourne, Albury**

*Erection of a detached open fronted car port and shed, following demolition of existing garage store and wc.*

Approved with conditions

**10/P/1321 Wood Lodge**

*Conservation area consent for the above*

Approved with conditions

181/10 **Finance**

- a) *Budget statement to 31 August 2010:* As Cllr Brockwell and the Clerk were still working on minor adjustments to the new accounts package, this was not available but would be circulated as soon as completed.
- b) *Insurance:* Members were asked to consider and approve the transfer of the parish council's insurance from AON (part of the Allianz Group) to Aviva, as recommended by Came and Co. Aviva had quoted the sum of £1,294.35 for similar insurance cover to Allianz, at a cost of over £1500. This included enhanced employers liability and fidelity cover. The price reduced to £1,229.63 if the parish council committed to a 3 year contract. Cllr von Radowitz PROPOSED that the Parish Council commit to a 3 year contract with Aviva, SECONDED by Cllr Hogben, with all in favour.  
Cllr Gellatly PROPOSED that the Council accept Loss Recovery insurance, as recommended by Came and Co, which would, 'in the event of a Property Claim over £5,000, provide the Parish Council with its own Claims Expert to protect the Parish Council's interests and remove the burden of spending countless hours preparing the claim. The Claims Expert would be a fully qualified Chartered Loss Adjuster who would ensure the Parish Council receives the best help possible throughout the process.' The premium would be £107.10 per annum.  
This was SECONDED by Cllr S Robinson; all in favour with the exception of Cllr Chapman, who abstained from the vote.  
Members **agreed** that the Parish Council would not take up the option of Councillors Legal Protection, as recommended by Came and Co.
- c) *Cairn Benches:* Members were asked to consider the purchase of 8 brackets to secure the benches purchased by Albury Trust, at a cost of £160.00, plus some cement. Cllr Hogben advised that he had purchased brackets at a considerably cheaper cost. It was **agreed** that he should arrange for the bus stop bench to be secured with these brackets and, if this was successful, the same method would be used for the Heath benches.
- d) *Cheques:* list of cheques and invoices presented and paid since July meeting would be circulated after the meeting.

- 182/10 **Albury Landfill site:** Members noted that SCC had received an application for restoration, and that a copy would be sent to the Parish Council shortly. Cllr Taylor asked to be advised of any local concerns.
- 183/10 **Village Hall:** A number of meetings had been held and the new booking system is moving forward.
- 184/10 **Parish Plan:** Cllr Wenman had reported as follows: Mr John Rowland had resigned from the Parish Plan committee. It was hoped that his position as chairman would be taken by William Moorwood, who was unable to get involved until after the summer, because of other commitments. It was expected that a meeting would be held shortly.
- 185/10 **Councillors business:** *for noting or including on a future agenda*
- a) *Plaque on Farley Green:* Cllr von Radowitz had been asked the whereabouts of a plaque which used to be on the Green but, as there appeared to be no record of it, she agreed to do more investigations.
  - b) *Ragwort:* Cllr von Radowitz had been in touch with Defra, who will only handle a complaint if the weed is encroaching on someone else's land. They hold a register of ragwort infestation and have a procedure to follow if it is necessary to make a complaint, but advised that the first step was to complain to the landowner. The field is on the left of the A25, at the top of Coombe Bottom. **Action:** Clerk to speak to landowners, Albury Estate.
  - c) *Pavements:* although no-one has been instructed to clear the pavements, it appears that some weed killer has been put down.
  - d) *A25:* the black bin bags have been cleared away.
  - e) *Utilities cover:* Cllr Hogben reported that the shrubs used as part of the landscaping scheme have been stolen for the second time.
  - f) *Lights in Westonfields:* Cllr Robinson suggested that these should go out at a certain time of night, rather than being on all night. **Action:** Clerk to speak to GBC housing department.
- 186/10 **New Correspondence**
- a) *South West Surrey Mobile Physio:* had sent an invitation to their 62<sup>nd</sup> AGM on Monday 20<sup>th</sup> September, to take place in Albury Village Hall. They had also sent an invitation to a fund raising lunch on 29<sup>th</sup> September, at East Horsley village hall, tickets £15. Speaker, Ken Wharfe, formed part of the Royal Protection Department and was chosen to head up security for Princes William and Harry.
  - b) *GBC: Statement of licensing policy consultation:* the Parish Council was invited to give its views on the formal review and republication of GBC's licensing policy at: [www.guildford.gov.uk/la03consultation](http://www.guildford.gov.uk/la03consultation). Responses required by 15<sup>th</sup> October.
- Routine correspondence was distributed at the meeting.
- 187/10 **Open Forum**
- a) *Landfill restoration plans:* In response to a question from Mr Lethbridge, Cllr Brockwell confirmed that the restoration plans would be displayed in the library for everyone to see. The Parish Council would comment on the plans in the usual way.
  - b) *Odour from landfill site:* it was agreed that it had been bad again recently. Cllr Brockwell advised that one cell was now being dealt with in two halves, as previously too much rubbish was left exposed for long periods.
  - c) *Facilities meeting:* Mr Lethbridge asked for a copy of the minutes of the last meeting.
  - d) *Albury Friendship Club:* Mrs Goddard extended an invitation to their lunch on the 22<sup>nd</sup> of September, which was gratefully accepted by Cllr Brockwell, Cllr Hogben and Cllr von Radowitz.
  - e) *Traffic Calming:* Mr Moore asked if this had been considered by the Parish Council. Cllr Brockwell explained that the Parish Council had engaged a professional to advise on appropriate traffic calming for the village, and to draw up plans. 70% of the proposals had

been rejected by SCC, who subsequently advised that they had no money to undertake any work at all.

- f) *Edgeley Park:* A meeting had been arranged with the Manager of Edgeley Park Caravan site, and attended by Cllr Brockwell, Cllr von Radowitz and a number of residents who live close to the site. One of the main areas of concern was the likelihood of a situation where one of the delivery lorries was stuck on Brook Hill whilst emergency services were trying to gain access.

Planning constraints on the site limited the number of caravans to 263, there were 170 units at present. It was still intended to terminate the lease on the naturist club. The sewerage plant will be replaced in 2011. There was some concern about screening, as the laurel hedge was cut down, but it is planned to plant some more.

It was established that caravan owners do not pay council tax, but make a contribution to the commercial council tax of £310 per annum per unit. Each owner held a license to occupy their caravan for 11 ½ months a year.

Vehicle movements were discussed at some length. It was **agreed** that the Parish Council should support local residents in their concerns over the difficulties of moving caravans on very large lorries, unsuitable for these roads. Mrs Goddard was concerned about the chaos when the caravans are off-loaded on Albury Heath. There was also a great deal of concern about noise levels.

188/10 **Dates of meetings**

Full Council: 4<sup>th</sup> October, 1<sup>st</sup> November, 6<sup>th</sup> December

Facilities: 13<sup>th</sup> September, 13<sup>th</sup> December

Planning and Environment: 27<sup>th</sup> September, 18<sup>th</sup> October

Community Liaison: 27<sup>th</sup> September

There being no further business, the meeting closed at 9.30pm.