



# 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 4<sup>th</sup> October at 7.30pm in the Memorial Library**



**Present:** Cllr N Wenman (in the chair), Cllrs J Brockwell, J Croucher, P Gellatly, R Hogben,  
G Robinson, S Robinson, P von Radowitz  
County Cllr K Taylor  
PCSO Paul Hyde  
2 Members of the public

In attendance: The Clerk, Mrs J Cadman

189/10 **Apologies for absence:** were received from Cllr J Chapman

190/10 **Declarations of interest:** none were declared.

191/10 **Minutes of the meeting held 6<sup>th</sup> September:** these were agreed as a correct record of the meeting and signed by the chairman, after the following amendments:  
181/10c: *second line:* should read Cllr Hogben advised that he could purchase brackets  
181/10f: *last line:* should read: There was also a great deal of concern about noise levels at Albury Heath.

192/10 **Matters Arising**  
*172/10: triangle of grass at Little London:* The Clerk at Shere has been advised that this piece of land is in the Parish of Shere.

*181/10: cairn benches:* Cllr Hogben and Cllr Croucher proposed to fix the benches with 2 x 16ml bar for each bench, at a cost of between £20 and £25 per bench. This was agreed and they were asked to bring this work to completion.

*185/10b: Ragwort:* Members noted that the Clerk has advised Albury Estate of the Parish Council's concerns.

*185/10f: Lights in Westonfields:* Members noted that the Clerk has contacted the Housing Department at GBC, who are investigating whether the lights can be turned off for a period during the night. This matter is referred to the Facilities committee.

*Business Plan:* this had been circulated prior to the meeting. Subject to a few final corrections, Cllr Wenman PROPOSED that the Business Plan be adopted by the Parish Council, SECONDED by Cllr Hogben, with all in favour. The plan will be reviewed at the Annual Meeting in May, and committees are asked to update their actions plans as necessary.

193/10 **Clerks Matters arising**

a) *Data Protection Act 1998:* Members noted that the Parish Council has been registered under this Act. The Register Entry report was available for inspection at the meeting.

194/10 **Police matters**

1. PCSO Paul Hyde advised Members that Surrey Police had been appointed lead in charge of security for the 2012 Olympics. Gasrec's methane gas will be used for the Olympic buggies. The Clerk would give PCSO Hyde the contact details for Richard Lilleystone. Members congratulated both Surrey Police and Gasrec for these achievements.

2. A farmer in Hound House Road had suffered the theft of a combine harvester and some bales of hay the previous week.
3. Tools had been stolen from a lorry.

195/10 **Open Forum:**

- a) *Village Hall:* Mrs Goddard complained that there had been no hot water for the Friendship Club lunch the previous week, and that the urn did not work. Cllr Brockwell confirmed that a new urn was on order and that he would fit it on receipt. CJB and Chedds had been asked to provide a quotation for a new boiler, and the Parish Council is currently seeking a grant for this. An application will be submitted to Surrey Community Action, but a decision would not be received until December. In the meantime, the existing boiler would be repaired if possible.  
Mrs Goddard considered that the caretaker should have warned them that there was no urn, so that extra kettles could have been brought.  
Mrs Goddard asked if the plug for the fridge could be moved, as it was very difficult to reach in its current position. Members discussed whether the fridge could be left on, as the cost of running it is low.
- b) *Inspection Covers:* Cllr Hogben advised that the inspection covers in the pavement in front of the post office are broken. The Clerk would report this.
- c) *Recreation Ground:* Cllr Hogben reported that there was evidence that dogs had been into the recreation ground.

196/10 **Committee reports: Facilities**

- a) Minutes of the meeting held 13<sup>th</sup> September had been circulated prior to the meeting.
- b) Cllr von Radowitz called an emergency meeting for Monday 11<sup>th</sup> October, 6.30pm, to discuss the recreation ground fencing and gates. Cllr von Radowitz PROPOSED, SECONDED by Cllr Hogben, that the committee be authorized to spend up to £1000 to match the GBC grant aid (a total of £2,000) on the recreation ground fencing and gates.
- c) *Ditches in Farley Green:* Highways had dug out part of the top ditch at Farley Green. Gavin Smith had advised Cllr von Radowitz that he had been asked to do the work. The Clerk would contact him to establish who had asked Highways to do this, and why, and the Facilities committee would decide on a course of action. It was noted that the bottom part of the ditch had not been dug out, which would cause flooding.
- d) *Derek Lake:* Members were advised that John Hilder had been appointed to take over Derek Lake's role.

197/10 **Committee reports: Community Development**

- a) Minutes of the meeting held 27<sup>th</sup> September had been circulated prior to the meeting.
- b) Members to receive a report from Cllr Hogben.
  - i) *Library, outside decoration:* Cllr Hogben had sought more quotes for this work, and hoped to have it completed before the end of October.
  - ii) *Landscaping of river bank:* Cllr Hogben had received a quote of £270 + £30 to remove the trees from the site and had decided to go ahead, as the Estate could not match that quote. He had received a further quote for £120 to remove the growth from the lime trees at New Road bus stop, and had accepted this.
  - iii) *Allotments:* Cllr Hogben is currently in discussion with Albury Estate about the amount of land allocated, this should be agreed shortly. He is also seeking grants, and is in communication with SEEDA.
  - iv) *Bus stop:* Land and Water had volunteered to draw up a scheme, but this had still not been received. Cllr Hogben believed that SCC will not pursue a legal resolution, but that they might be prepared to accept a scheme drawn up by Land and Water.
- c) *Albury Matters:* Cllr Hogben reminded members of the need for copy, and the deadline of

the end of the month for publication.

198/10 **Committee reports: Planning and Environment**

- a) Minutes of the meeting held 27<sup>th</sup> September were tabled at the meeting.
- b) *Greening Campaign*: Cllr Croucher advised that the launch would take place in November.

199/10 **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/01340 Heath Lodge, Heath Lane**

*Listed building consent for installation of satellite on chimney*

Approved with conditions

200/10 **Finance**

- a) *External auditors certificate and opinion*: The Clerk advised that the audit had been completed, with no issues raised
- b) *Budget statement*: The Clerk circulated the statement of account to 1/9/10 and advised that the half yearly statement would be available for the Policy and Resources meeting and the following parish council meeting.
- c) *Cheques*: A list of cheques written and direct debits submitted since the last report had been circulated
- d) *Policy and Resources committee meeting to draft budget for 2011/12*: Members agreed to meet on Monday 25<sup>th</sup> October, at 7.30pm.

201/10 **Albury Landfill site:**

- a) the expected planning application for restoration has been received by SCC and, although further information was required from SITA, the application is now out for consultation and would be considered at the Planning meeting to be held on Monday 18<sup>th</sup> October. Cllrs Gellatly and Wenman would inspect the application in the meantime. A copy of the planning committee's decision would be sent to Cllr Taylor.
- b) *Landfill liaison meeting*: a meeting is planned for later in the month, date to be confirmed.

202/10 **Village Hall:**

- a) Cllr Wenman reported as follows:
  - i) Cllr S Robinson had joined the village hall committee. An Albury resident, Nicola Johnson, had expressed an interest in getting involved, particularly with marketing.
  - ii) The caretaker had been made redundant, with effect from the 21<sup>st</sup> December, and would then take on the role of cleaner to the hall. The Clerk would agree a cleaning schedule with her and a contract would be put in place. This move would save the Parish Council between £3,000 and £4,000 a year, a large part of the budget deficit. The caretaker's job of booking and invoicing would be taken on by volunteers.
  - iii) A new access system is being investigated. The village hall committee had discussed how access would be given to users, and also the issue of cleaning after parties.
  - iv) The village hall committee would put together a budget for the remainder of the year and hoped to be able to present this to the next Parish Council meeting for approval.
  - v) The committee is seeking a quotation to replace the flooring in the entrance hall and toilets
  - vi) The committee is looking at the possibility of a village hall website.
  - vii) A coffee morning is to be held on the 13<sup>th</sup> November, with the aim of generating interest in the hall. There may be a questionnaire, asking what people want from the hall and what they would use it for, it was hoped that more people might come forward to help with the hall in some way.
  - viii) Hiring rates need to be reviewed.
  - ix) There is a mouse problem in the hall, which is being addressed.
  - x) The committee had done a great deal in the last few months regarding cutting running costs and getting people involved, and it was hoped that the hall would

break even in 2012.

- b) **Village Hall business rates:** The Clerk reported that the library had become eligible for Small Business Rate Relief of 100% until 30/9/2011. This meant that rates for the remainder of this year would be £58.00 per month, and next year it is anticipated that they would be £117.00 per month, as opposed to the current £149.00.

203/10 **Parish Plan:** There had been no further progress to date.

204/10 **Councillors business:**

- a) *Sand on road:* Cllr Croucher reported that recent rain had swept sand onto the road at Little London, under the bridge. The Clerk would write to GBC.
- b) *Roman Temple car park:* a white builder's bag had been dumped here. The Clerk would report this to Hurtwood Control.
- c) *Litter Pick:* Tim Wall had notified that he intended to organize a litter pick of the Heath.
- d) *Rubbish outside cricket pavilion:* Cllr Croucher undertook to talk to Tim Wall about this.
- e) *Hedges in Shophouse Lane:* Cllr Gellatly had been advised by SCC that these were not dangerous and so would not be dealt with at present. He undertook to give details of overhanging hedges to the Clerk, who would write.
- f) *Yew Tree Cottage, Heath Lane:* The Clerk was asked to contact Enforcement about the work being done to convert the garage into accommodation.
- g) *Snow Plough:* Cllr Brockwell reminded members that winter is not far away. The Parish Council had looked into the purchase of a snow plough, but SCC had previously said they would not allow this. Cllr Taylor was asked for his help. He was also asked if he could establish the situation regarding funding for salt and grit bins, what was likely to happen to the parish's current grit bins, and what the policy would be regarding the clearing of snow this coming winter.
- h) *Tea at meetings:* Cllr S Robinson suggested that a cup of tea be made available at meetings. This was agreed to be a good idea and worth trying, and that a rota should be drawn up to ensure that the work was not all done by one person.
- i) *Fencing at Brook Crossing:* Cllr Croucher had established that the old fencing could be re-instated, if the Parish Council was prepared to fight hard for it.

205/10 **New Correspondence**

- a) *Surrey County Playing Fields Association:* The Annual Report and Accounts had been received and was on circulation.

Routine correspondence was distributed at the meeting.

206/10 **Open Forum:** No further matters were raised.

207/10 **Dates of meetings**

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

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

Planning and Environment: 18<sup>th</sup> October

Community Development: 10<sup>th</sup> January 2011

There being no further business, the meeting closed at 9.07pm