



# 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> December at 7.30pm in the Memorial Library**



**Present:** Cllr N Wenman (in the chair), Cllrs J Chapman, J Croucher, P Gellatly, R Hogben  
G Robinson, S Robinson, P von Radowitz  
1 member of the public

In attendance: The Clerk, Mrs J Cadman

228/10 **Apologies for absence:** were received from Cllr J Brockwell

229/10 **Declarations of interest:** none were made

230/10 **Minutes of the meeting held 1<sup>st</sup> November:** were agreed as a correct record of the meeting and signed by the Chairman.

231/10 **Matters Arising**

211/10: *Cairn Benches*: these have been installed and the brackets fitted. Cllr Croucher was thanked for his work and he in turn thanked Cllrs Gellatly and Hogben for their assistance.

211/10: *sand on road at Little London*: The Clerk has discussed this, and the fact that the silt trap and the gullies are full of sand, with Gavin Smith, SCC. A site meeting has been planned for the coming Thursday to investigate further

211/10: *Yew Tree Cottage*: Enforcement's further response to clarify the permitted development rights was as follows: *Providing that the garage is within the curtilage of the house, it makes no difference whether it is detached, and the Permitted Development situation remains the same. The use must remain incidental to the use of the main property.* Cllr Gellatly would discuss this response with Cllr Brockwell and ask if he wants to take the matter any further.

224/10: *Tree on Railway embankment*: this has been removed by Network Rail.

224/10: *Albury House*: the Clerk has written to the owners, asking them to cut back the hedge. It was noted that this has not been done, she will write again.

224/10: *flooding in Westonfields*: The Clerk has taken this up with SCC Highways and intends to include this area in the proposed site visit with Gavin Smith.

224/10: *fly tipping*: the asbestos waste has been removed.

224/10: *tree work*: the Clerk has reported the snapped bough to Shere Estates, to whom the land belongs.

226/10: *recreation ground*: Mr Daniel has cut the recreation ground grass one last time before the winter.

232/10 **Clerks Matters arising**

a) *Childrens Carol Service at Barn Church*: the Church has asked permission to park cars on Farley Green on Sunday 19<sup>th</sup> December. This was agreed, weather permitting.

b) *Power of Well Being*: Anne Bott and Trevor Leggo are available to undertake this training in the week commencing 24<sup>th</sup> January, in the Memorial Library. All those who had not yet been trained were asked to attend, in order that the Parish Council can adopt this power if it so wishes, and it was agreed to arrange this for 7.30pm on Tuesday 25<sup>th</sup> January. Members were reminded that being in possession of this power would enable the parish council to take on functions from the Borough and County Council if necessary, and would broaden its scope of operations.

233/10 **Police matters**

Neither Nick Sharpe nor Paul Hyde were able to attend, but Nick reported as follows:

- *Burglary*: Christmas is a peak time for this, and extra precautions should be taken such as leaving a time switch on when the house is unoccupied, asking a neighbour to take in deliveries and making sure the shed is locked. The police recommend the SelectaDNA invisible marking kit. The main items that thieves look for are jewellery, electrical items and car keys.
- *Car crime*: there has been a local series of thefts from vehicles parked in rural car parks. Several cars have been stolen that have been left outside their owners home with the engine running.
- *Speeding*: two young men have been banned from driving recently, one who lived locally who has also been sentenced to 20 months in prison for driving whilst disqualified and the other who did not live locally but who used to drive through the area regularly, who in addition to speeding had no MOT, no insurance, and a series of other offences.

*Farley Green*: Cllr von Radowitz reported that there had been 4 wheel drives on Farley Green the previous week at 9..45pm, and that they had done considerable damage to the newly seeded areas and to the Green itself. She had been unable to get their registration numbers. Cllr G Robinson urged her to report all incidents to the police, even without registration numbers, and to obtain an incident number. Registering all complaints will also help in the fight to get Ride Lane closed as a BOAT.

*Missing Ewhurst Man*: Cllr Chapman asked if everyone was aware of the man, a Mr Eric Burley, who had gone missing in his red Nissan Primera after a Royal Surrey hospital appointment the previous Tuesday. She has a picture of him in the post office and asked everyone to keep a look out for him and his car

234/10 **Open Forum:**

a) *Grit bins*: Mr Lethbridge advised that neither of the grit bins at Westonfields and Church Lane had been filled. The Clerk advised that she was currently in communication with SCC about these bins, and SCC are aware that they are empty. SCC had also advised her that they intended to remove these bins next year, and she has stressed the importance of grit bins at these locations.

235/10 **Committee reports: Facilities**

a) *Recreation ground access and fencing*: Members noted that, as the chosen contractor is undergoing medical treatment at present, the work will be carried out early in the New Year.

b) *Farley Green ditch*: the Clerk was to have met with the contractor the previous week, but as this was prevented by the bad weather, she now hoped to have this meeting later in the current week. She advised that although she is clear on the ditch that is the Parish Council's responsibility, she hopes to be able to meet Gavin Smith on site in order to understand who is responsible for which part of the remainder of the ditches.

c) *Grit bins*: Councillors have advised the Clerk of the number and condition of grit bins in their area, and these will be monitored.

d) *Meeting*: a meeting of the Facilities committee is scheduled for Monday 13<sup>th</sup> December, 7.30pm.

**Committee reports: Community Development**

*Cllr Hogben reported as follows:*

***Albury Mill Bus-Stop:***

There had been some progress with reinstating this Bus-Stop. Richard Melhuish, through his company Land & Water, has submitted plans for the passenger refuge through to the Environment Agency, which has responded by asking for a full detailed plan and elevations of the proposal. It is hoped to have a positive response from them shortly. Once this has been received, the Engineers at GBC can be asked for a costing of the scheme, and permission sought from Richard Eshelby (the Land Owner). It is hoped that the SCC Passenger Transport Group will be interested in sponsoring at least 50% of the cost.

***Memorial Library:***

The outside decoration has now been successfully completed by JMD Contractors of Gomshall at a cost of £1296.00, using the Star Energy Grant.

***Village Hall Car Park:***

The waterside has now been cleared on both sides of the Tillingbourne by Ewan Randall of Farley Green at a cost of £300.00, this amount again covered by grant money from Star Energy.

There has been, to date, no further progress made with the actual refurbishment of the utility parking area.

The new Village Hall sign will cost £327 + vat from 'Fast Signs', Guildford, with the Parish Council to supply the two oak posts to support the sign and funded by the Star Energy grant. Cllr Hogben tabled the proposed design and members agreed that it should be adopted.

***Waterside Picnic Area:***

Negotiations continue with Albury Estate to allow a long lease over the field on the northern bank to be used as a community picnic area, with access to the river. The Trustees require a more detailed plan before committing themselves. It is hoped that Surrey Community Action can become involved to help with formulating a proposal to place before the Trustees.

***Village Allotment Scheme:***

The bad weather has put back any further progress on this topic. The next stage will be to clarify and peg out the exact parcel of land that the Albury Estate has kindly offered. Cllr Hogben reported a couple of positive responses from the latest 'Albury Matters'.

***'Albury Matters':***

The latest edition was finally sent out at the end of November. This was printed by NJM of Merrow at a cost of £240 for 600 copies; the additional 100 extra copies were distributed between The Manor House Hotel, the Visitors Centre at Newlands Corner, The Drummond Arms and the Post Office.

***The Emergency Plan:***

The last week of snow had created problems on the roads in the parish. The Parish Council now has the use of a snow plough to clear local and residential roads, although the chain of command was late in coming. Cllr Hogben pointed out that snow clearing has got to be followed by spreading rock salt to help break down the ice forming. He proposed that the Council purchase a Spreader from the 'Tractor Factory' at a cost of £560+ vat and an initial supply of rock salt from 'Sandpiper Supplies' at a cost of £420 +vat for 96 x 25kg bags (two pallets), delivered to Albury. (Arrangements had been made to store the salt in the Albury Estate Yard, subject to further discussions regarding collection with Michael Baxter).

Cllr Hogben was asked to prepare a paper for the Clerk to circulate to all members, in order that a decision can be taken before the January meeting of the Parish Council. He was asked to include the costs of manpower and to clarify how this will work in partnership with SCC. Cllr Hogben will also ask SCC for a contribution towards this outlay.

Cllr Hogben advised that, as a result of the newsletter, two people had come forward with offers of help.

***Christmas Carols***

To take place at the Drummond Arms on Monday 20<sup>th</sup> December. The Clerk was asked to produce and circulate a flyer. Cllr Chapman would speak to Rev'd Hobbs and the proprietor of the Drummond Arms.

***Christmas Tree***

Cllr Wenman agreed to ask the Estate if they would supply a tree.

***Date of next meeting***

This was agreed at Monday January 24<sup>th</sup> 2011.

237/10 **Committee reports: Planning and Environment**

a) **Greening Campaign:** Cllr Croucher referred members to the newsletter, which advised that the launch would take place on the 22<sup>nd</sup> January in the village hall. The Clerk advised that the challenge cards would be delivered to each household by the postman the following week, to be displayed in windows once 5 of the 8 challenges had been completed. This will be advertised with posters and flyers at the beginning of the New year. Volunteers will be needed to count the cards in the week commencing the 1<sup>st</sup> February, and it was suggested that each councillor take one area.  
Cllr Croucher was asked to contact all the village associations to secure their support for the launch day.

238/10 **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/1503 The Old School House, The Street**

*Demolish existing garage, erect oak framed building to provide single garage and home office with storage at first floor level*

Approved with conditions

**GU10/1707 Albury Landfill site, Shere Road**

*Construction of a replacement flaring compound for the treatment of landfill gas comprising hard surface, palisade fencing, gas flares, associated pipework and control panels*

Approved with conditions. (Members to note that GBC, as consultee, rejected this application)

239/10 **Finance**

a) **Budget 2011/2012:** the first draft was tabled at the meeting, and had also been circulated beforehand. The Clerk itemized the areas of expenditure and explained increases and decreases in projected expenditure for 2011/12. It was proposed that the £1000 allocated to the Parish Plan be reduced to £500 and this and Emergency planning to be amalgamated into Contingency Planning, with a budget of £1300. The budget for newsletters should be increased from £720 to £880, reflecting the recent newsletter. It was agreed that a small increase in the precept request was acceptable, at present it was projected at 2.29%. The Clerk would re-calculate the budget and re-circulate it. Members were asked to consider it before the next meeting, as the decision at the January meeting would be final. A report on the budget for 2011/12 would be included in the next edition of 'Albury Matters'.  
b) **Cheques:** list of invoices paid since the November meeting were circulated. Cllr Hogben requested that vat be shown separately, which was agreed.

240/10 **Emergency Plan for Winter**

a) **Snow Plough:** this item was covered under 236/10 above.  
b) **Database:** this is being progressed.  
c) The Emergency Plan will be discussed at the next meeting of the Community Development Committee

240/10 **Albury Landfill site:**

a) **Minutes of the meeting held 21<sup>st</sup> October:** had been circulated.  
b) Cllr Wenman advised that he had written to Alan Stone, SCC, asking for the noise to be investigated, but had not yet heard.

241/10 **Village Hall:**

Cllr S Robinson reported as follows:

a) **New hall fees:** At the last meeting of the village hall committee, it was agreed that the price should rise to the new rate for new users from 1/1/11, but that existing users should have the benefit of 3 months' notice and the new prices would come into effect on the 1/4/2011.  
b) **Responsibilities:** at the last meeting, each member of the committee had taken a responsibility: Mrs Nicola Johnson remains responsible for promotion and advertising of the village hall, and the web site, which looks very good. Cllr S Robinson had taken

responsibility for the bookings. Cllr Hogben is currently responsible for enhancements, Cllr Chapman had kindly agreed to take on the responsibility of checking the hall when necessary.

c) *New Boiler:* an application had been made to RASP, and included funding for secondary glazing and a new door entry system. A decision will be received in mid-December.

242/10 **Parish Plan:**

a) *Minutes from the parish plan meeting held 23<sup>rd</sup> November:* these had been circulated. Members were pleased to note that William Moorwood had taken over chairmanship of the committee.

243/10 **Councillors business:** *for noting, or to include on a future agenda*

No further business was raised. The Clerk was thanked for organizing the refreshments for tonight's meeting.

244/10 **New Correspondence**

None had been received

Routine correspondence was distributed at the meeting.

245/10 **Open Forum**

No further business was raised.

246/10 **Dates of meetings**

Full Council: 10<sup>th</sup> January 2011

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

Planning and Environment: 20<sup>th</sup> December, 10<sup>th</sup> January

Community Liaison: 24<sup>th</sup> January 2010

There being no further business, the meeting closed at 9.20pm