



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 the **Annual Meeting** of Albury Parish Council held on **Monday 10th May 2010 at 7.00pm**
at Albury Village Hall

The meeting commenced at 7pm with a presentation from Richard Lilleystone, Gasrec.
Notes from this presentation are attached to these minutes.

- 94/10 Election of Chairman:** Cllr Wenman was PROPOSED as Chairman by Cllr Brockwell, SECONDED by Cllr Chapman, with all in favour. There were no other nominations. Cllr Wenman signed the Declaration of Acceptance of Office.
- 95/10 Apologies for absence:** Cllr J Croucher, Cllr R Hogben.
- 96/10 Declarations of interest:** None were declared.
- 97/10 Election of Vice Chairman:** Cllr Brockwell was PROPOSED as Chairman by Cllr Wenman, SECONDED by Cllr Robinson, with all in favour. There were no other nominations.
- 98/10 Appointment of Committee Chairmen and members:** Cllr Wenman outlined the new committees, of which there were four, each with full delegated authority and power from the Parish Council., enabling them to make decisions within a budget agreed by full council. This would enable full council meetings to concentrate on strategy and policy, leaving detail to the committees.
Facilities: Cllr von Radowitz was PROPOSED as Chairman by Cllr Wenman, SECONDED by Cllr Chapman, with all in favour. Members: Roy Hogben, Jeremy Croucher, Grahame Robinson, Peter Gellatly.
Planning and Environment: Cllr Gellatly was PROPOSED as Chairman by Cllr Wenman, SECONDED by Cllr Brockwell, with all in favour. Members: Peter Gellatly, Jeremy Croucher, John Rowland, John Brockwell, Prue von Radowitz.
Community Liaison: Cllr Hogben was PROPOSED as Chairman by Cllr Wenman, SECONDED by Cllr Brockwell, with all in favour. Members: Roy Hogben, John Rowland, John Brockwell, Jackie Chapman, Peter Gellatly.
Policy and Resources: To be drawn from the Chairman and Vice Chairman of the Parish Council, and the Committee Chairmen.
- 99/10 Appointment of Advisory Committee Chairmen and members:**
Village Hall Committee: The Chairman reminded the meeting of the remit of this committee: to reduce village hall costs, improve booking and invoicing systems and marketing the hall. The committee would be made up from Cllr Nick Wenman as Chairman, John Brockwell, Jackie Chapman.
Star Energy Liaison Committee: Cllr Wenman reminded the meeting that the original committee, headed by Jonathan Lord, had now been disbanded and that Star Energy had moved on from this phase, which meant that the Parish Liaison committee would not meet until the next phase, although there would be an information meeting in the autumn. Cllr Brockwell was appointed to take responsibility for communication between the Parish Council and Star Energy.
Landfill Liaison Committee: Cllrs John Brockwell, Peter Gellatly, and Roy Hogben would represent the Parish Council.

Each committee was asked to formulate its action plan at its first meeting.

100/10 Dates of future meetings:

- Calendar of meeting dates for the coming year had been circulated before the meeting. Members *noted* that there would be four meetings a year of the standing committees, with the exception of the Planning and Environment committee, which would meet every 3 weeks if there are plans to consider. It was also *noted* that the committee meeting dates were set to coincide with planning meeting dates, in order that two meetings could be accomplished in one evening. This was **agreed** by all present.
- Policy and Resources would meet as necessary.
- Full Council meetings would take place on the first Monday of the Month, except where this is a bank holiday, where they would move to the second Monday. There would be no meeting in August.
- The Annual Assembly will be held on the 3rd Monday in April.
- The Annual Meeting will be held on the Parish Council meeting date in May.
- The calendar of meeting dates will be displayed on the notice boards and on the web site.

101/10 Minutes of the meeting held 12th April: These were agreed as a correct record of the meeting and signed by the Chairman.

102/10 Matters arising

73/10:50/10: Guildford SHLAA: Cllr Wright advised that it was inevitable that land would be developed, with a preference for well presented small estates, and participation would allow the Parish Council to be involved in the process. It was agreed to await the start of the consultation process before taking any further action.

73/10:50/10: Textile bank: GBC had confirmed that the kerbside collection vehicles collect glass mixed together. This is because when plastic bottles were added to the kerbside collection scheme, extra space was needed on the vehicles. However, glass from the bottle banks is still collected separately as an income is derived from clear and brown glass.

73/10:51/10c: Surrey Rural Affordable Housing Seminar: Cllr Rowland reported that this had been an interesting and worthwhile seminar.

73/10:53/10b: Albury Hall Boiler: The Clerk advised that she was currently seeking grants for a new boiler and, in the meantime, had asked Chedd to investigate whether a new thermostat would be helpful.

73/10:65/10f: A25: dead tree: This had been removed by SITA.

76/10e: Business Continuity Plan: The Clerk was seeking further advice on the wording of this plan. **Agenda item:** June meeting.

89/10b: Fly tipping in 'no mans land' at recreation ground: this has been reported to GBC. It was agreed that the fencing needed to be replaced and the access reinstated.

Action:

1. Advise GBC that the fly tipping is created by one of their tenants. It was noted that the officer from GBC housing department had not attended the meeting at Westonfields that morning, although he had been expected to be there.
2. Advise Richard Eshelby that this action has been taken.
3. Monitor the fly tipping and the fallen tree that GBC have said they will remove.

89/10c: triangle of grass at Little London: The Clerk had consulted with the Clerk of Shere, and understood that the triangle was within the Albury Parish Boundary. She was asked to consult with GBC planning, who were of the opinion that it belongs to Shere.

89/10g: Tupperts Alley: Mark Hiley has been asked to clear this.

103/10 Clerk's matters arising

Keep Guildford and Waverley Clean: The Borough Council had invited nominations for areas in the parish that needed extra attention. Members asked the Clerk to put forward the work needed to the vehicular access to the recreation ground.

104/10 Police matters: PCSO Paul Hyde reported as follows:

- *Trials Bike:* a trial bike rider had been seen in the village, acting in a very anti-social manner, including riding through the recreation ground. PC Patey had seized the bike and it had been crushed.
- *Pond at Farley Green:* a four wheel drive had been observed driving in and out of the newly dredged and lined pond, had become stuck and had to be pulled out. There had been another incident a few days later involving this vehicle, where the driver had attempted to run over a traffic warden when he was issuing a ticket. This was being investigated and the Parish Council would be updated.
- *Police information:* PCSO Hyde asked if there was a place in the village where a small stand of information leaflets could be situated. Cllr Chapman agreed to find a place in the Post Office.
- *Fly Tipping:* PCSO Hyde confirmed that this was not a police matter, and should be reported to GBC.
- *Saddle Marking:* a session had been run the previous day, and another would be organised shortly.

105/10 Open Forum:

1. *Church Lane:* The pavement is collapsing. The Clerk would report this to SCC.
2. *Church Lane:* The wall on the left is collapsing. The Clerk would report this to Albury Estate.
3. *Recreation Ground:* the gates to the vehicular access were set too high and allowed balls to go underneath.
4. *Landfill site:* The smell is currently very bad. Cllr Wenman confirmed that he had spoken to Alan Stones at SCC as it was important that this was brought to SCC's attention whilst Sita's proposals for restoration were due to be submitted shortly and would be published for public consultation. Cllr Brockwell advised that Sita's restoration plans would be displayed in the village centre once they were available. Cllr Rowland confirmed that AVRA would organize a questionnaire to gather the views of the village. It was noted that the Parish Council would make representations to SCC on the planning application, in addition to those submitted by AVRA. The odour issue would also be raised with the Environment Agency, and Sita pressed for a reason for the odour.

106/10 Final Committee reports: Highways and Byways

Cllr Brockwell reported that the balance of the grant from Star Energy for Village Enhancements had now been spent. The wooden posts had been received and installation would start this coming week. Most of the scaffolding pole railings had now been replaced with wooden ones.

Star Energy had approved a grant this year towards the refurbishment of the village hall car park and the river bank. Cllr Hogben would monitor the car park project.

107/10 Final Committee reports: community development

Cllr Hogben and the Clerk had arranged to meet on the following Thursday to put together the next edition of the newsletter.

108/10 Final Committee reports: Open spaces

Farley Green pond: Cllr von Radowitz was concerned that the final work done to spreading the spoil from the pond was not satisfactory and made it very difficult for the grass to be cut on the Green, as well as looking unsightly.

Action: Clerk to discuss specification with Cllr Croucher, and refer this to Facilities meeting.

109/10 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 GBC:

09/P/2046 Albury Sandpit

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.

No objection

09/P/2055 Albury Sandpit

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 flotations plant together with an extension to the existing discharge pipeline

No objection

10/P/00073 Cheynes, Brook Lane

Erection of linking structure between the existing garage and gymnasium building. Change of use of garage building from use for the storage of private motor vehicles or domestic ancillary storage to additional ancillary space and the insertion of a glazed screen to replace existing garage door and a new window in the east and west elevations of the garage to facilitate its conversion.

Approved with conditions

10/P/00183 Surrey Downs Sun Club

Construction of caravan park for holiday use, comprising access road and concrete bases for siting of 20 static caravans, following demolition of 6 existing timber chalets and club house.

Withdrawn

10/P/00216 Albury Wellsite

Consultation from SCC for a) the retention of an acoustic enclosure around the drilling rig for the duration of drilling operations at the site and b) the continuation of well drilling operations for a further period of 12 weeks ceasing 2 April 2010 without compliance with condition 4 of planning permission ref GU08/0483 dated 15/7/2008.

10/P/00393 Crossley House, Heath Lane

Certificate of Lawfulness for a proposed development to establish whether the removal of the existing rear UPVC conservatory elements, addition of a slate roof and increase in height of dwarf walls would constitute permitted development

withdrawn

110/10 Village Hall

Cllr Wenman had updated members on the current situation when the Village Hall Committee was appointed earlier in the meeting.

111/10 Star Energy

Minutes from the Star Energy meeting held Monday 19th April had been circulated prior to the meeting.

112/10 Albury Landfill site

A meeting of the landfill liaison group is to be held shortly.

113/10 Finance:

- a) *Annual Return:* Members were advised that the Internal audit would take place on the 25th May and the Statement of Account and Annual Return will be presented to Council for approval at the June Meeting.
- b) *Council's Internal Audit:* Cllr Brockwell reported that this had been carried out and all was in order.
- c) *Cheques:* the list of cheques raised and invoices approved are set out below:

No	Payee	Description	Chq no	Amount	Exp power LGA '72
1	Land and Water	Re-lining FG pond	427	£3,877.50	
2	SCAP&TC	Membership and LCR	428	£329.20	
3	Surrey Community Action	Membership	429	£35.00	
4	J Cadman	Salary: April	430	£896.29	
5	J Cadman	Expenses	430	£166.70	
6	EDF	Village Hall	431	£153.63	
7	Surrey Amphibian Group	Grant	432	£50.00	
8	Surrey Hills Society	Grant	433	£50.00	
9	J Cadman	Stationery	434	£129.74	

114/10 Quality Council

The Clerk advised that the Parish Council has been awarded Quality Status. The presentation will be made at the June meeting, by the Chairman of the Surrey County Association. The Chairman congratulated the Clerk on behalf of the Council for her work in achieving this award.

115/10 Councillors Business

Cllr Wenman reminded members that the purpose of this item was to raise matters that they would like to be added to future agendas, rather than to raise issues that should be dealt with at committee level. It was agreed, however, that those issues would be raised at this meeting, this time, to allow the new committees to settle in.

- a) *Parish Plan Committee*: Cllr Rowland asked who this committee should report to and was advised that it should report to full Council, and would remain as an agenda item. He advised that the committee had started a series of consultations with local groups, committees and residents, and the skeleton of a plan was being established. The consultation needed to be broad and comprehensive, and would include the Estate, all the local societies, etc. This process would take the rest of the summer and the skeleton should be ready by early autumn, at which stage a presentation would be made. The committee was considering not issuing a questionnaire, but holding a question and answer session which they believed would give a more meaningful input. Cllr Rowland undertook to issue an update from each meeting that the committee held.
- b) *Bin on cricket green*: the one that was broken before has now broken again. GBC had failed to empty the bins, Cllr Hogben was following this up.
- c) *Telephone Kiosk on Farley Green*: in response to a question from Cllr Gellatly, the Clerk confirmed that she had not heard from the Chairman in response to her letter.
- d) *Edgeley Park*: The Clerk confirmed that she had written to Enforcement at GBC regarding the materials dumped outside this site.
- e) *Cricket Pitch*: Cllr Gellatly asked if a sign could be placed on New Road to show where the cricket pitch is. The Clerk would speak to the Cricket Club.
- f) *Gasrec*: Cllr von Radowitz asked if discussions could be entered into with GBC about using Gasrec's fuel. Cllr Hogben and Cllr Brockwell had already done this, Cllr Brockwell would copy the correspondence to Cllr von Radowitz.
- g) *Pavements through the village*: Cllr Chapman asked if Mr Goddard was dealing with these. Cllr Brockwell advised that the Borough Council had undertaken a lot of the cleaning. The Facilities committee would discuss this.
- h) *Seat in Bus shelter*: Cllr Gellatly confirmed that he now had the right size pieces of wood and would undertake the repair shortly.
- i) *Pothole outside the Drummond Arms*: the Clerk would report this to SCC.
- j) *Bus stop at Old Mill*: Cllr Wenman had written to Dr Povey, Leader of SCC, and made a formal complaint about the lack of response. Dr Povey had replied advising that SCC's formal complaints procedure had been initiated.

116/10 Outstanding Items: the list had been circulated.

117/10 New Correspondence:

- a) *Mayors Award for Community Service*: Peter Wear had written to thank the Parish Council for its nomination.
- b) *Surrey Air Ambulance*: had written to thank the Parish Council for its grant of £150.00
- c) *Albury Churches*: had written to thank the Parish Council for its grant of £200.
- d) *Marie Curie Cancer Care*: had sent details of a fund raising event "Blooming Great Tea Party" June 12 to July 12. The clerk would arrange for the fund raising pack to be sent to Cllr Chapman.

118/10 Open Forum

Village Green: In response to a question from the public, the Chairman confirmed that the Parish Council would await the findings of the Parish Plan. He pointed out that there was nothing formal to respond to as yet and would not be for a little while, as GBC had challenged the South East Plan and would not progress their Housing Strategy any further until this challenge had been resolved. The Parish Council were considering talking to the Estate to see how this piece of land might be protected.

119/10 Dates of future meetings

Full Council: 7th June, 5th July, no meeting in August, 6th September, 4th October
Facilities: 14th June, 13th September, 13th December
Planning and Environment: 14th June, 5th July, 26th July, 16th August
Community Liaison: 24th May, 27th September.

There being no further business, the meeting closed at 9.15pm.