



# ALBURY PARISH COUNCIL

Serving Farley Green, Brook, Little London & Newlands Corner

## PARISH OF ALBURY PARISH COUNCIL MEETING Local Government Act 1972

Minutes of a meeting of Albury Parish Council held on  
**Monday 10<sup>th</sup> January 2011 at 7.30pm** in the **Memorial Library**



**Present:** Cllr J Brockwell (in the chair), Cllrs J Chapman, P Gellatly, G Robinson  
P von Radowitz  
Cllr N Wenman joined the meeting at 8.05pm and took the chair

In attendance: The Clerk, Mrs J Cadman

- 01/11 **Apologies for absence** were received from Cllr Croucher, Cllr Hogben and Cllr S Robinson.
- 02/11 **Declarations of interest:** none were made
- 03/11 **Minutes of the meeting held 6<sup>th</sup> December:** were agreed as a correct record of the meeting and signed by the Chairman, after the following amendment:  
*233/10: Police Matters:* Cllr Gellatly had asked that PCSOP Paul Hyde's contact details be published in the parish magazine.
- 04/11 **Matters Arising**  
*231/10:211/10: sand on road at Little London.* The site meeting with Gavin Smith had not yet taken place, as he was unwell before Christmas. The Clerk hoped to re-arrange the meeting for later this week. Cllr Brockwell expressed his wish to attend and advised that Mrs Goddard had reported that, at the junction of the track and road at Albury Heath, the road was breaking away. The corner of the road near Bramley House also needed attention.  
  
*231/10:211/10: Yew Tree Cottage:* It was *agreed* to wait until the conversion had been finished. Cllrs Brockwell and Gellatly would then review the situation.  
  
*231/10:224/10d: Albury House:* the Clerk had written again regarding the hedge, and would undertake a site visit during the week.  
  
*231/10:224/10e: flooding at Westonfields:* The Clerk planned to cover this during the site visit with Gavin Smith.
- 05/11 **Clerks Matters arising**
- a) *Guildford Lane:* SCC had issued a temporary prohibition of traffic order, with effect from 6/12/10, for a period of 18 months, to facilitate top dressing and patching works. The order would only be operative while relevant signs are displayed and it was anticipated that the work will be completed within 2 weeks.
  - b) *Environment Agency: improved flood warning service:* on line flood risk forecasts and 'real time' information can be accessed from the EA's website [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk). A template to prepare a personal or parish flood plan can also be accessed from this website. A booklet had been circulated.
  - c) *Power of Well Being Training:* members were reminded that this had been arranged for Tuesday 25<sup>th</sup> January at 7/30pm, in the Memorial Library, and were asked to attend if they had not already undertaken this training. Councillors to attend are: Cllr Brockwell, Cllr Chapman, Cllr Croucher, Cllr S Robinson and Cllr von Radowitz.
  - d) *Mayor's visit:* as customary, the Mayor of Guildford will attend the February parish council meeting. There will be a reception, starting at 7pm and a presentation from Tony Hern, Albury Fisheries.

- e) *Friendship Club*: The Chairman, Cathy Goddard, had written to thank the Parish Council for donating the proceeds from the Carol Service to the Friendship Club.

06/11 **Police matters**

- a) *PCSO Paul Hyde*: was to have attended the meeting this evening, but had been taken to hospital. Members wished him well.
- b) *Off Road Vehicles*: PC Nick Sharpe thanked Cllr von Radowitz and others for reporting the four wheel drive vehicles on Farley Green. Cllr von Radowitz said that there had been more over the past few days, and was asked to report them.
- c) *Local Burglaries*: A local man has been imprisoned for 3 years for domestic burglaries.

07/11 **Open Forum**: No members of the public were present.

*Cllr Wenman joined the meeting at this point, at 8.05pm.*

08/11 **Committee reports: Facilities**

a) *meeting*: The meeting arranged for the 13<sup>th</sup> December had been postponed to Monday 31<sup>st</sup> January. All items raised at the December Parish Council meeting would be discussed at this meeting, and reported to the February Parish Council meeting.

b) *Farley Green ditch*: The Clerk had met with a contractor, Mr Jenkins, the previous day and had walked the ditch. He had quoted the price of £450 to dig the lower half of the ditch, to its lowest point in August Lane, leaving the spoil on site to be spread over the access track. Members agreed that this was a reasonable price, but that the owners of the two properties which bordered the ditch on August Lane should take responsibility for their own ditch, but be offered Mr Jenkins' services whilst carrying out the work for the Parish Council, and that the spoil be removed rather than spread, as it would wash into the road from the access track. Cllr von Radowitz offered to take it on her property.

**Agenda item**: February meeting

c) *VAS scheme*: Cllr Wenman had received some correspondence concerning this and it was *agreed* that the Parish Council should express an interest and advise that councilors were prepared to undertake training. The Clerk would follow this up.

09/11 **Committee reports: Community Development**

- a) *'All for Albury'*: discussion paper had been circulated. Members *agreed* that the Community Development committee should take this further, and bring a complete proposal back to the Parish Council in due course. Members requested that the rules be examined very carefully, and expressed reservations about the proposal that decisions about how the money is spent is made by the subscribers.
- b) *Emergency Plan for Winter*: Members noted that, following the decision taken out of meeting in December, a supply of rock salt and a spreader had been purchased. The rock salt is stored at Albury Estate yard and the contractor given instructions on collection and use. The cost of this had been covered by a grant from Cllr Taylor's SCC allowance and thanks were recorded to Cllr Taylor.
- Cllr Brockwell had produced a map which indicated the roads to be snow ploughed and those to be gritted. He had given one copy to SCC and one to the contractor. The Parish Council could not engage the contractor directly to do work on the highways for legal and insurance reasons, so Simon Mitchell, SCC, had agreed with the Parish Council which roads should be done and which had top priority, and passed these instructions to the contractor. It was noted that primary routes would have priority over this in an emergency. Cllr Wenman advised that the contractor had asked for additional money for gritting, as this required more work and used more diesel. Cllr Wenman had spoken to SCC asking if they would pay, or if they required the Parish Council to do so. This had not yet been resolved.
- Agenda item**: February meeting, when Cllr Brockwell will table the map.
- c) *Community Picnic Area*: Cllr Brockwell expressed some concern about this project, but it was *agreed* that at present Cllr Hogben's remit was to explore the possibility. Following this a discussion would take place at a Parish Council meeting on whether to proceed.

- 10/11 **Committee reports: Planning and Environment**
- a) *Greening Campaign:* launch Saturday 22<sup>nd</sup> January, 10am to mid-day. The Clerk reported that she had produced a flyer which had been printed by NJM and delivered to the Post Office, for delivery throughout the parish during the coming week. Village Societies had been asked to contribute to the launch and most had agreed. A representative from GBC Environmental team would also attend, with flyers and leaflets and energy efficient light bulbs. The Clerk and Cllr Croucher would explain the campaign and show the cards that would be delivered to each household during the week after the launch. The Clerk would provide refreshments.
- The Clerk asked all Councillors to come to the launch morning if possible, and also to take areas of the parish to count the cards as they were displayed in windows, once the 5 environmental tasks had been achieved. Members agreed, and decided which areas they would cover.
- 11/11 **Planning:** *Planning applications received and planning applications determined by Guildford Borough Council*
- Applications received:** Members noted 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/00273 Cranbrook, Farley Green Road**  
*Erection of two storey replacement dwelling and detached garage with storage above, following demolition of existing dwellings (as amended by plans received 23/3/10 and 30/3/10 and additional information received 10/9/10)*  
 Approved with conditions
- 10/P/1717 The Cottage, Little London**  
*Two storey rear extension, rear porch and construction of a new chimney stack and dummy pitch roof*  
 Refused
- 10/P/1831 Parkside, Park road**  
*Rear conservatory (as amended by plans received 17/11/10)*  
 Approved with conditions
- 10/P/1855 Albury Park**  
*Proposed extension to house at number 15, resurfacing of mews adjacent and installation of window/door screen to number 19 looking down mews.*  
 Approved with conditions
- 10/P/1856 Albury Park**  
*Listed building consent for the above*  
 Approved with conditions
- 10/P/1871 6 Westonfields**  
*Erect a 2130 high wooden fence with concrete posts and gravel boards*  
 Refused
- A further application had been received (10/P/2350) to erect a fence 1970 in height. The Planning Committee had recommended refusal on the grounds of its impact on the street scene.
- 10/P/1878 Dicks Hill Farmhouse, Hound House road**  
*Single storey side extension*  
 Approved with conditions
- 10/P/1968 White Cottage, Shophouse Lane**  
*Single storey side extension*  
 Refused
- 10/P/1975 White Cottage, Shophouse Lane**  
*Certificate to establish whether a single storey rear extension (8m x 4m) and gable adjacent to the addition constitutes permitted development.*  
 Mixed: rear extension approved, gable refused.
- 12/11 **Finance**
- a) *Budget 2011/2012:* The final draft had been circulated before the meeting, and proposed an increase in the Precept of 4.19%. Loss on the village hall was projected to be 16% less than the previous year. Income had been projected to stay the same, but it was hoped that it would increase. A sum of £2500 had been included for contingency planning, which might include taking on more functions from Borough and County Council. Approval and adoption of the budget was PROPOSED by Cllr Brockwell SECONDED by Cllr von Radowitz with all in favour.
- b) *Cheques:* the list of invoices paid since the December meeting and recorded at the end of the minutes, was noted and approved.

- 13/11 **Albury Landfill site:**  
Cllr Wenman had forwarded a complaint from a parishioner about the smell to the Environment Agency, but had not had a reply. Neither had he heard following complaints about the continuous noise. Cllr Wenman undertook to talk to Richard Lilleystone about the noise, and also about the promised grant for the Village Day.
- 14/11 **Village Hall:**  
a) *RASP grant:* The Parish Council had been awarded the full amount applied for, just over £9,000, at the December meeting of the fund administrators. The Clerk was thanked for obtaining the grant. Cllr Wenman PROPOSED that the contractors and specifications to install the following be decided by the Village Hall Committee. This was SECONDED by Cllr G Robinson, with all in favour.  
i) New boiler in the village hall  
ii) Improved and more efficient heating in the Memorial Library  
iii) Secondary glazing throughout  
iv) New access system for the hall and library.
- 15/11 **Parish Plan:**  
Cllr Brockwell advised that Mr Moorwood had received an e-mail from Mr Eaton, complaining that a meeting had been held to decide whether to continue with this initiative. As a result, Mr Moorwood had held another meeting, and had invited everyone who had been involved before. He had asked everyone who attended to be prepared to get involved, not just to be satisfied with attending meetings.  
The intention is to interview all village societies, the interviews to be carried out by the same three interviewees, and to use the information obtained at those interviews to create a questionnaire to go to the whole village. The first interview is to take place in early February, with a target date for launching the questionnaire of April/May.
- 16/11 **Councillors business:** *for noting, or to include on a future agenda*  
a) *Children's Party:* Cllr Chapman reported that there had been 30 children and 30 adults this year. The same entertainer had been used and had again been very good. Cllr G Robinson PROPOSED that the Parish Council pay for the entertainer and give the use of the village hall. This was SECONDED by Cllr von Radowitz, with all in favour.  
b) *Dog Mess:* Cllr Chapman commented on the amount of dog mess on the pavements. It was *agreed* that a piece should be put in the parish magazine asking owners to clear up after their dogs.  
c) *Rubbish on A25:* Cllr Gellatly advised that there was rubbish on the road between the landfill site and Newlands Corner.  
d) *Kerbs at Brook:* these protruded and were damaging to tyres. The Clerk would speak to Gavin Smith.  
e) *BOAT at Lockhurst Hatch Lane:* Cllr Gellatly advised that SCC were considering a seasonal barrier. He had asked James Taylor why they would not do the same at Ride Lane, and was advised that this BOAT was a clay soil and would therefore get wetter and more damaged by vehicles than Ride Lane, which is a sandy soil.  
f) *Parish Plan:* Cllr Brockwell had advised the Parish Plan Committee that they would not be charged for using the Library. This was *agreed*.
- 17/11 **New Correspondence**  
Routine correspondence was distributed at the meeting.
- 19/11 **Open Forum**  
20/11 **Dates of meetings**  
Full Council: 7<sup>th</sup> February, 7<sup>th</sup> March, 4<sup>th</sup> April, all at 7.30pm  
Facilities: 31<sup>st</sup> January  
Planning and Environment: 31<sup>st</sup> January, 21<sup>st</sup> February  
Community Liaison: TBA

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