



# 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 in the Village Hall on Monday 7<sup>th</sup> February 2011**

**Present:** Cllr J Brockwell (in the chair), Cllrs J Chapman, P Gellatly, R Hogben,  
G Robinson and P von Radowitz  
The Mayor of Guildford, Ms Marsha Moseley  
Tony Hern, Albury Fisheries  
Borough Cllr David Wright  
PCSO Paul Hyde  
11 members of the public

In attendance: The Clerk, Mrs J Cadman

Prior to the meeting the Council held a reception for the Mayor, followed by a presentation by Tony Hern on Albury Estate Fisheries, which was well received.

The Mayor addressed the meeting and started by thanking the Council for inviting her. She was always interested to come to Council meetings, especially since her Council, Ash, is very different from the rural parishes. She had had a very interesting year and met some very interesting people, including Sir Vivian Richards and Judge Critchelow, who she had spent a day shadowing in court.

- 21/11 **Apologies for absence:** were received from Cllr S Robinson and the Chairman, Cllr N Wenman. Members noted that Jeremy Croucher had resigned from the Council, with effect from the 28<sup>th</sup> January.
- 22/11 **Declarations of interest:** none were made.
- 23/11 **Minutes of the meeting held 10<sup>th</sup> January:** were agreed as a correct record of the meeting and signed by the Chairman.
- 24/11 **Matters Arising**  
*04/11: Meeting with Gavin Smith:* Cllr Brockwell advised that his meeting with Gavin had resulted in the following:  
Little London: Gavin has undertaken to clean the silt traps. Cllr Hogben had spoken to GBC cleansing department and arranged for the road to be cleaned.  
Track from New Road to the cottage in the valley: the tarmac is breaking away at the edge of New Road. Gavin believes this to be the responsibility of Albury Estate  
Flooding at Westonfields: the drains have been cleaned in Church Lane, but the ditch is still full of silt.
- 05/11c: Power of Well Being Training:* See **26/11** below  
*16/Dog mess on pavements:* A request for owners to clear up after their dogs would be published in the March edition of the Parish Magazine.  
*16/11c: rubbish on A25:* this has been referred to SITA, but was still there.  
*16/11d: kerbs at Brook:* this has been referred to Gavin Smith  
*Hedge at Albury House:* this has been cut back, but would benefit from being cut back further.  
*Tree bough overhanging Park Road:* this has been removed.
- 25/11 **Clerks Matters arising**  
a) *Electoral review of Surrey:* The Local Government Boundary Commission had written to formally announce the first consultation stage on division patterns. It had consulted on the proposed council size for Surrey and was currently minded to recommend 80 elected members. The consultation period would run to 3/4/11 and more information could be found at [www.lgbce.org.uk](http://www.lgbce.org.uk).  
b) *Bishop of Guildford's visitation to Cranleigh Deanery:* 2nd March 10.30 am. Further

details were tabled at the meeting.

- c) **VAS:** The police casualty reduction officer had offered vehicle activated signs and training to Surrey Villages. Cllr Brockwell and Cllr Gellatly agreed to undergo training, as did Mr Mingo of March Cottage.

26/11 **Power of Well Being**

- a) *Paper:* A paper on the purpose and use of the Power of Well Being had been circulated to all councillors
- b) *Statement of Intent:* The Parish Council fulfils the four conditions set out in the Parish Councils (Power to Promote Well-Being) (Prescribed Conditions) Order 2008, which are based on some of the criteria in the Quality Parish and Town Council Scheme. The Well-Being Power is very broad and removes the need for local councils to rely on other legislation in order to take particular action.
- The four conditions set out in the Prescribed Conditions Order and which are met by the Parish Council are:-
- A qualified Clerk
  - A minimum of two-thirds of vacancies on the council filled at the last ordinary elections, further clarified by an indication that when exercising the power, at least two-thirds of members must have stood for election.
  - 80% of councillors trained in the use of the Well-Being Power;
  - A published statement of intent as to community engagement.

The Parish Council RESOLVED that after allowing a two week period for the Statement of Intent as to Community Engagement to be published, all four conditions laid down in the Parish Councils (Power to Promote Well-Being) (Prescribed Conditions) Order 2008 would have been met and therefore they adopt and will be eligible to use the Power of Well-Being from 21<sup>st</sup> February until the day before the next relevant annual meeting of the council (May 2011) at which another resolution must be passed. This resolution was PROPOSED by Cllr von Radowitz, SECONDED by Cllr Hogben, with all in favour.

27/11 **Police matters**

PCSO Paul Hyde was pleased that, as Albury is a low crime area, there was very little to report. He therefore wished to use this meeting to ask people to talk about any concerns that they had. Cllr Wright mentioned the vehicle broken into in Silent Pool car park. PCSO Hyde advised that he was distributing leaflets reminding people not to leave valuables in their cars. PCSO Hyde mentioned that there had been some burglaries in Shalford.

28/11 **Open Forum:**

- a) *Snow Plough:* Cllr Wright referred to the recent initiative where SCC gave snow ploughs to local farmers, to use on local roads. Cllr Hogben advised that Albury Parish Council had purchased grit and a spreader, so that roads could be gritted as well as cleared, but that the Council was unable to be pro-active as far as gritting was concerned, as the instruction to clear roads had to come from SCC, so gritting was not able to be done before the snow, which would be preferable. Members noted that the Power of Well Being might mean that the Council was able to take more control next winter.
- b) *Grand Design project:* The Council was asked whether this was to be resurrected. Cllr Brockwell advised that it was not, but that a small committee, chaired by William Moorwood, is devising a Parish Plan. There had initially been a small meeting to see if it would be possible to get this initiative going again and a further meeting, once that had been established to decide on the way ahead. In time, a questionnaire would go out to all parishioners, and the responses analysed independently. The questionnaire will cover all areas of parish life and advice is being taken from Surrey Community Action on all steps. It was agreed that there was a lot of value in the work originally done in the Grand Design Project, and a pity if it was wasted.

29/11 **Committee reports: Facilities**

- a) *Minutes of the meeting held 31<sup>st</sup> January 2011:* these had been circulated to all members.
- b) *Kissing Gates:* Cllr von Radowitz had been advised by the contractors that two men could install 4 gates in 2 days, at a cost of £440.00 (£110 per man per day). A further £128 for cement and other materials would bring the total cost of installing the gates to £568.00. A maximum installation cost of £600 was PROPOSED by Cllr Gellatly, SECONDED by Cllr

Hogben, with all in favour.

It was noted that GBC had agreed a grant for 12 kissing gates in total, but **agreed** that the Council would install a total of 4, as suitable positions are limited.

- c) *Ditch at Farley Green:* Members noted that the Committee had agreed that Mr Jenkins would be asked to clear the whole ditch, but that the riparian owners at the August Lane end would be required to pay for their section. The total cost to the Council would therefore be in the region of £245, to include removal of the spoil from the site.
- d) *Fencing in recreation ground:* The fencing had been delivered on the day of the meeting, and it was noted that the part to be replaced is: the fence on the both sides of the disabled access footpath, the footpath, the far access gate and the fencing on the right side of the recreation ground from the access point to the first sound post.

30/11 **Committee reports:** *Community Development*

Cllr Hogben reported as follows:

- a) *Small Lottery Fund: All for Albury:* This will be discussed at the forthcoming meeting.
- b) *Albury Mill Bus Stop:* The Environment Agency had approved the reinstatement proposed by Land and Water and the plans are now with GBC. The next step would be contact Mr Eshelby for permission to put the refuge on his land and to seek funding, hopefully to come partly from the Passenger Transport Group. Permission will also be sought from SCC Highways.
- c) *Memorial Library:* Cllr Hogben had sought a quotation for internal decoration from the contractor who had painted the outside, and hoped that it would be possible for this to be done before the new radiators are installed for the new heating system. The contractor had quoted £1100 for the main room, the hallway and kitchen would be extra. This would be paid for out of the Star Energy grant.
- d) *Village Hall Car Park:* Cllr Hogben is currently awaiting a quotation from Tidy and Webb to asphalt the first bay. Members noted that that the parish council would only be responsible for 30% of the cost of doing this.
- e) *Village Hall Sign:* Cllr Hogben had obtained a new quotation, for £428 to include installation. The oak posts would be supplied from stock.
- f) *Waterside picnic area:* Cllr Hogben is in discussions with Albury Estate concerning this. The proposal is to provide a community area at no cost to the village.
- g) *Village Allotment scheme:* the site was measured this morning and the scheme looks feasible.
- h) *Albury Matters:* the next edition is planned for the end of April, the end of the Parish Council year. Cllr Hogben requested submissions before the 13<sup>th</sup> March, with a deadline of 4<sup>th</sup> April.
- i) *Election leaflet:* Cllr Hogben proposed that the Council print an election leaflet, to encourage residents to stand.
- j) *Emergency Plan:* The snow plough is in place, rock salt and a spreader had been purchased and are ready to use.
- k) *A meeting is to be held on Monday 21<sup>st</sup> February*

31/11 **Committee reports:** *Planning and Environment*

- a) *Greening Campaign:* The launch of the Greening Campaign had been held on Saturday 22<sup>nd</sup> January and had been well supported by the village societies, who had put on interesting and thought provoking exhibitions. The cards had now been distributed to all households in the village and councilors would count the number displayed in windows over the next week.

32/11 **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/2185 White Cottage, Shophouse Lane**

*Formation of front porch and extension of roof*

Refused

**10/P/2330 Land at Albury Landfill site:**

*Surface water management plan and side slope stability risk assessment submitted pursuant to Conditions 6 and 7 of planning permission 10/P/1707 dated 12/11/2010*

Mixed decision

The Clerk was asked to contact Enforcement again about Yew Tree Cottage, as a telephone line and satellite dish had now been installed in the converted garage.

33/11 **Finance**

- a) *Interim audit*: The interim audit had deemed the council to be 'low risk'.
- b) *Budget statement to 31/12/2010*: this was circulated to all councilors. It was noted that at present expenditure was below budget.
- c) *Cheques*: list of invoices paid since the January meeting had been circulated.

34/11 **Albury Landfill site:**

Further complaints had been received concerning the smell from the site. The Environment Agency were due to meet with SITA on Thursday 3<sup>rd</sup> February and had undertaken to report to the Clerk following this meeting.

It was noted that final tipping would occur this summer, and that there would be a substantial amount of capping this year. Cllr Hogben commented on the large area of uncapped rubbish presently on show.

A meeting is due with SITA and will be arranged shortly.

There were also noise problems, which were attributed to Gasrec. It appeared that the noise was caused by a transfer problem from the plant to the tanker. Gasrec were required to produce details to SCC by the 11<sup>th</sup> February.

Cllr Wenman is to meet with Richard Lilleshall when this can be arranged.

35/11 **Village Hall:**

- a) *Renovations*: The Clerk advised that the contracts for the refurbishment of the hall had been allocated, and that work would start shortly. The central heating system would be extended to the library, but controlled through the hall; the access system would be controlled through the library computer, and the secondary glazing would be installed throughout.
- b) *Bookings*: The Clerk reported that bookings had increased, particularly for children's parties, and that there was also the possibility of one or two additional regular weekday bookings. Invoicing is being done on a monthly basis at present, and it should be possible to see the trend by the end of the financial year.

36/11 **Parish Plan:**

A further meeting of the Parish Plan committee is to take place shortly.

37/11 **Councillors business:** *for noting, or to include on a future agenda*

No further items were raised.

38/11 **New Correspondence**

- a) *Royal Surrey County Hospital NHS Foundation Trust Newsletter*: this had been circulated.

Routine correspondence was distributed at the meeting.

39/11 **Open Forum**

No further matters were raised.

40/11 **Dates of meetings**

Full Council: 7<sup>th</sup> March, 4<sup>th</sup> April, all at 7.30pm

Facilities: 14<sup>th</sup> March

Planning and Environment: 21<sup>st</sup> February

Community Liaison: 21<sup>st</sup> February

There being no further business, the meeting closed at 10pm.