



# 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 7<sup>th</sup> March 2011 at 7.30pm in the Memorial Library**



**Present:** Cllr N Wenman (in the chair), Cllrs J Brockwell, J Chapman, P Gellatly,  
G Robinson, S Robinson, P von Radowitz  
Borough Cllr D Wright  
PCSO Paul Hyde  
3 members of the public

In attendance: The Clerk, Mrs J Cadman

41/11 **Apologies for absence:** were received from Cllr R Hogben

42/11 **Declarations of interest:** None were made

43/11 **Minutes of the meeting held 7<sup>th</sup> February:** these were agreed as a correct record of the meeting and signed by the Chairman.

44/11 **Matters Arising:**

*24/11:16/11: dog mess on pavements:* the article in the Parish Magazine, requesting residents to clear up after their dogs, resulted in a request for dog bins along the Street. Members **agreed** that these were impractical, unsightly and expensive

*25/11c: VAS:* The Clerk advised that Cllr Brockwell, Cllr Gellatly and Mr Mungo were booked to undertake training on the 10<sup>th</sup> March. It is at present unclear how the VAS system will work, but it seems that it will need to be moved from one location to another. Members would receive a report from the attendees at the next meeting.

*32/11: Yew Tree Cottage:* The Clerk has contacted Enforcement regarding the converted garage and this has been acknowledged. However, it appears that no action has been taken and she will follow this up, copied to Cllr Wright.

45/11 **Clerks Matters arising**

- a) *Parish Elections Thursday 5<sup>th</sup> May:* Cllr Hogben has produced a leaflet to encourage residents of the parish to stand for the council, and this has been circulated. The Clerk advised the procedure: that the first day for nominations is the 21<sup>st</sup> March, and papers have to be with the Electoral Office by the 4<sup>th</sup> April. All nomination papers will be obtained from her and she will take them to Guildford when completed.
- b) *Friendship Club:* the Club had issued an invitation to Councillors and to Clerk to their spring lunch, on Wednesday 23<sup>rd</sup> March. Cllr Brockwell, Cllr von Radowitz and Cllr Wenman would be pleased to attend.

46/11 **Police matters**

Members received a report from PCSO Paul Hyde:

- a) Last week the police had received a report that a couple of young boys were knocking on doors, with a charity tin, and asking for money. They had, however, been unable to find them, although they believed that they may have been in a van with a man.
- b) Two tubs had been stolen from outside the front of a house in the Street.
- c) A catalytic converter had been cut from the bottom of a car parked in the Village Hall car park.
- d) The Olympic cycle race team would use a route from the A25, through Gomshall, and up to Staples Corner.

47/11 **Open Forum:**

- a) The hedges at Albury House have not been cut as had been thought to be the case. The Clerk would write again.

48/11

**Committee reports: Facilities**

- a) *Kissing Gates*: these had been installed
- b) *Ditch at Farley Green*: It has not been possible to carry out the clearance work to the ditch, as the Clerk has not heard from the adjoining owner regarding their share of the cost of the work. It was noted that it would be difficult for people to take on the responsibility of clearing their ditch when they have not had to in the past and agreed that it would make matters worse if the Parish Council cleared their part of the ditch and left the remainder, as the water would then flood onto the road over the silted part. At the moment, as the whole ditch is silted, the water is spreading out over a wider area.  
Referred to Facilities committee, to be discussed at the meeting on the 14<sup>th</sup> March.
- c) *Fencing in recreation ground*: The gates had been erected on the day of the meeting, the fencing was due to go in the following day. The paving of the disabled access would be carried out later in the week.

49/11

**Committee reports: Community Development**

- a) *Meeting held Monday 21<sup>st</sup> February*: the minutes had been circulated. The following was noted:
  - i) The library would not be decorated at present, due to the cost.
  - ii) Bus stop: the Borough Council cannot now produce engineering drawings as first intended, due to reduction in staff in that department. However, Land and Water had agreed to produce a costing of the design and build of the scheme.
- b) *Albury Matters*: members were requested to give reports to the Clerk by the 21<sup>st</sup> March.
- c) *Village Hall Car park*: Members were asked to consider the proposal contained in the minutes of the Community Development Committee dated 21<sup>st</sup> February 2011, that the following expenditure is approved: Bay 1 of car park: 30% of £7098.07 = £3010.07. Bay 2 and 3: £3766.93. A total expenditure of £6777.00.  
Cllr Brockwell advised members that there was grant money for this project totally £7750 from Star Energy and Guildford Borough Council. It was noted that it was intended that Bay 1 should be tarmacked, and agreed that gravel should be rolled on top to soften the appearance. Cllr Brockwell PROPOSED that the available grant money be used for this project, SECONDED by Cllr G Robinson, with all in favour. It was agreed to request that Bay 1 be allocated for the sole use of hirers of the village hall.  
Cllr Brockwell advised that the Estate will be seeking the support of the Parish Council for an annual charge for people who use the car park on a regular basis: for example, the adjoining home owners. The income received would be set against the annual service charge for all the hall tenants. The proposed charge was likely to be £100 pa. Cllr Brockwell pointed out that the hall letting the previous week had caused chaos, as the car park was already full of cars. Members agreed to support the proposal in principle, and requested more information when available.

50/11

**Committee reports: Planning and Environment**

- a) *Greening Campaign*: The Clerk reported that the response to the first stage of the campaign had been disappointing, with less than 10% of the energy reduction cards being displayed in windows despite a successful launch and good publicity. She had spoken to the campaign co-ordinators, who felt that this was actually not a bad return in a commuter belt and had suggested that a project be chosen for Phase 2.  
Cllr Robinson suggested a computer swap shop; there might also be a stall at the Produce Show. Cllr Wright advised that all the surveys carried out in Guildford showed a general interest in greening issues.  
Cllr Wenman believed that this Council should take the whole issue of the environment seriously, and asked the Planning and Environment committee to look at this and recommend an agenda for the Parish Council for the next 4 years.  
Cllr S Robinson considered that discontinuing the sending out of agendas in hard copy would be a step in the right direction. It was therefore *agreed* that all papers would be sent by e-mail, as now, and that hard copies would only be printed for those who specifically requested them.

51/11

**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/2359 Plovers Field, Newlands Corner**

*Two storey extension to northern elevation, extend and enclose existing balcony and replace flat roofs with pitched roofs.*

Refused

Cllr Gellatly advised that the garage is still in situ at Meridian, despite the undertaking in December that it would be removed by the end of February. He quoted the enforcement reference number: EN/10/00588.

Cllr Wright advised that there had been 10 letters of support for the Cheynes development and, as a result, as officers had been inclined to refuse it, it would now go to committee. Members noted that the Parish Council had objected.

52/11

**Finance**

- a) *Budget statement to 28/2/11:* was circulated at the meeting.
- b) *Cheques:* list of invoices paid since the February meeting had been circulated.
- c) *Parish Council grants to local organisations:* Members were asked to consider the grants to be given in support of local organisations. The list of grants approved for 2009/10 had been circulated prior to the meeting. Cllr Brockwell PROPOSED that the grants be allocated in the same way as the previous year. It was also noted that the parish council had allocated £220 in grants already this year: £50 to Surrey Hills, £50 to the Surrey Amphibian Group and £120 to the annual childrens party. The grant list, totaling £750, was SECONDED by Cllr G Robinson, with all in favour: £200 to Albury Churches, £200 to Hurtwood Trust, £200 to the Friendship Club, and £150 to Surrey Air Ambulance.

Cllr Wright advised that the Borough Council had cut its grants by 5% this year. As Albury asked for very little from the Borough anyway, this should have minimal effect on this parish. He also advised that rates had been frozen for the coming year, but that the Borough Council had to find 8.2 million in savings and had only identified 5.3 million to date.

Cllr Wright also advised that the Hurtwood Trust was receiving no support from SCC or Waverley Borough Council this year, and that the grant from GBC had been cut by 5%. Citizens Advice Bureau had received a large cut in its funding, and had lost some contracts.

53/11

**Albury Landfill site:**

Cllr Wenman had reported a complaint about the smell from the site to the Environment Agency, who had advised that they had been advised by SITA that they were installing additional gas wells at the western end of the site. SITA had also said that they intended to issue a newsletter to the liaison group and that they would be upgrading the gas flares, installing a new gas engine and putting in a new leachate plant. A significant amount of capping would take place this year and tipping was now expected to end in the late summer.

Cllr Wenman had subsequently contacted the EA again, copied to SCC, as the smell had not improved and was not acceptable. A landfill liaison meeting is to be arranged and the EA and SCC will be asked to attend.

Gasrec: Cllr Wenman had received some correspondence from Gasrec, but this had not been followed through. There had been some correspondence with SCC about the noise from the plant, but Gasrec had undertaken a survey of the plant and had concluded that the noise is within tolerance levels for the site. Gasrec have said that they are going to introduce new equipment to reduce noise levels from venting plants, in the week commencing 21<sup>st</sup> March.

Cllr Wenman will continue to try to arrange a meeting with Richard Lilleystone.

There is still rubbish on the A25, although some of it has been cleared. This will be raised at the next liaison meeting.

54/11

**Village Hall:**

- a) *Minutes of the village hall meeting held Thursday 24<sup>th</sup> February:* had been circulated.
- b) Cllr Wenman reported as follows: The upgrade to the hall heating and the entrance system had gone well and was a great success. Thanks were recorded to Cllr Brockwell

and the Clerk for their work on this. The central heating had been extended into the library and it was agreed to be a considerable improvement.

Marketing is moving forward, and there will be a coffee morning on the village day in May. A flyer will be produced to promote the hall, and would also be produced in e-mail form. It was intended to put together a database of potential users.

The hall is now in a good state, Cllr Brockwell had installed soap dispensers in the toilets and a first aid box in the hall, and new notices had been laminated and put up.

It was agreed to investigate new suppliers for the gas and electricity.

**55/11 Parish Plan:**

Cllr Brockwell reported as follows: the parish plan committee had met the previous week and had a good turnout, with three new attendees as well. They were currently interviewing stake holders in the village, such as village societies, in order to give a framework to the questionnaire. It has worked very well to have three committee members conducting the interview. They planned to have a table at the village day on the 7<sup>th</sup> May, and would have a map of the village and post-it notes, so that people could annotate the map with the things they liked about the village and those they didn't.

When the questionnaire was ready to be delivered, in September or October, members of the committee would take 20 or 30 houses each, deliver the questionnaire and then go back and collect them, with the purpose of achieving a higher response rate. The questionnaire would also go to major employers in the village, and to organisations such as the Surrey Hills. It will be produced and analysed professionally.

**56/11 Councillors business: *for noting, or to include on a future agenda***

- a) *Water Lane:* Cllr S Robinson had spoken to Robert Savage, who had pointed out that there is a sign on one side of the road at the end of the Lane, but not the other, which meant that cars approaching from one direction did not recognize the turnoff.
- b) *Farley Green:* Cllr Gellatly advised that cars were parking on the Green, directly opposite the post box, and damaging the verge. This matter was referred to Facilities.
- c) *Web site:* the future management of the web site was referred to the Community Development committee.
- d) *New residents:* Cllr Brockwell would like to send welcome packs to new people in the village. This was referred to the Community Development Committee.

**57/11 New Correspondence**

- a) *Mayor's visit:* the Mayor of Guildford had sent a card of thanks for the reception given for her at the February meeting.

**58/11 Open Forum**

- a) *Recreation ground:* Mr Lethbridge referred to the rubbish in the area between the recreation ground and the new affordable housing development. Cllr Brockwell advised that he intended to pick up the broken concrete posts the following day, and would dealt with this at the same time.
- b) *Rubbish on the A25:* SITA organise a litter pick each Saturday, but it was agreed that this is not satisfactory, and this would be discussed by the Liaison committee.
- c) *Surrey Hills Board:* Cllr Wright advised that SCC had withdrawn funding for the control of public access in privately owned land. Albury Estate no longer had the services of the Wildlife Trust. Other means of financing this were now being looked into, as public access needs management. A proposal has been put forward that a charge is made for the car park at Newlands Corner. The facilities would be upgraded considerably.

**59/11 Dates of meetings**

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

Annual Assembly: 18<sup>th</sup> April, 7pm (The Clerk reminded Members that refreshments would be served, and asked them to provide a plate of nibbles each)

Annual Meeting: 9<sup>th</sup> May, 7.30pm

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

Planning and Environment: 14<sup>th</sup> March, 4<sup>th</sup> April, 25<sup>th</sup> April.

There being no further business, the meeting closed at 9.25pm