



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 Monday 23rd May 2011 at 7.30pm in the Memorial Library

Present: Cllr N Wenman (in the chair), Cllrs J Brockwell, P Gellatly, J Chapman,
R Hogben, A Kerslake, G Robinson, P von Radowitz
Borough Cllr D Wright
County Cllr K Taylor
Mrs Sally Varah, GASP Project
2 members of the public
In attendance: The Clerk, Mrs J Cadman

Cllr Wenman welcomed everyone to the meeting and congratulated the members on their success in the recent elections.

- 79/11 Election of Chairman:** Cllr Wenman, PROPOSED by Cllr Brockwell, SECONDED by Cllr Hogben, with all in favour. There were no other nominations. Cllr Wenman signed the Declaration of Acceptance of Office.
- 80/11 Apologies for absence:** none had been received.
- 81/11 Declarations of interest:** None were made.
Members were asked to complete the Declaration of Financial Interests and return to the Clerk to be delivered to Guildford Borough Council at the end of the week.
- 82/11 Election of Vice Chairman:** Cllr Brockwell, PROPOSED by Cllr Wenman, SECONDED by Cllr Chapman, with all in favour.
- 83/11 GASP:** Mrs Sally Varah attended the meeting as Chair of Trustees of GASP, to answer questions on the proposed move of the project to the landfill site. She explained that the project had started in 2001, after a series of torching instances in the area, as a joint project between the church, police and the probation service. Having raised £40,000, the project obtained planning consent to build workshops behind the Catholic church in Gomshall and ran engineering and driving sessions. The site has now been sold and the charity had discovered that it did not own the workshops as they were built on church land. They have to leave the site by the 15th July, and had found temporary accommodation.
Mr Anthony Cassidy has spoken to the Northumberland Estate regarding the possibility of moving the project to the landfill site, on land that has been a brown field site for over 300 years, close to the Gasrec plant, and has received their support. He hoped to get an application into Guildford by the end of May and sought support from the Parish Council.
Referrals: Mrs Varah explained that their young people, aged between 14 and 18, came as a result of leaflets, from local schools, and by word of mouth.
Cars: these are taken out of the workshop to be worked on and put back in at the end of the session. They are not left out and there would be no obstruction to access.
Cllr Wright spoke in support of the project, saying that it was very well run. He reminded the Council that one of the main problems facing society is what to do with its youth and this project picks up the people who might otherwise be going off the rails.
Members **agreed** that they supported the proposal in principle, but reserved the right to comment on the details of the plans, once submitted.
- 84/11 Committee Structure and terms of reference:** members received the proposed changes to the Council's committees, primarily changing the Village Hall committee to a statutory committee, and including Environment as a more prominent part of the Planning Committee.

The terms of reference for each committee had been circulated prior to the meeting. Adoption of the new committee structure and terms of reference was PROPOSED by Cllr Wenman, SECONDED by Cllr Robinson, with all in favour.

85/11 Appointment of Committee Chairmen and members:

Policy and Resources: Chairman: The Chairman of the Parish Council, Cllr Wenman.
Members: Chairmen of committees

Facilities: Chairman: Cllr Brockwell. PROPOSED by Cllr Wenman, SECONDED by Cllr Robinson, all in favour.
Members: Cllrs Gellatly, Hogben, G Robinson.
P von Radowitz. *Cllr von Radowitz appointed as lead Councilor for Open Spaces*

Community Development: Chairman: Cllr Hogben. PROPOSED by Cllr Wenman, SECONDED by Cllr Brockwell, all in favour.
Members: Cllrs J Chapman, P Gellatly, A Kerslake, S Robinson

Planning and Environment Chairman: Cllr Gellatly. PROPOSED by Cllr Wenman, SECONDED by Cllr von Radowitz, all in favour
Members: Cllrs J Brockwell, A Kerslake, G Robinson, P von Radowitz. *Cllr Robinson appointed lead member for Environment, to include the landfill site, Gasrec and Sita.*

Village Hall Chairman: Cllr S Robinson. PROPOSED by Cllr Wenman, SECONDED by Cllr Kerslake, all in favour.
Members: Cllrs J Chapman, P Gellatly, R Hogben, G Robinson.

86/11 Dates of future meetings:

Calendar of meeting dates for the coming year had been circulated.

86/11 Minutes of the meeting held 4th April: were agreed as a correct record of the meeting and signed by the chairman.

87/11 Matters arising

63/11:56/11a: Water Lane: Referred to Facilities Committee

67/11d: Dogs in Recreation ground: the signs will be installed shortly. Referred to Facilities committee for ongoing action.

69/11 Communication mast: Cllr Gellatly reported that the letters received by MP Paul Beresford from Network Rail had not been very helpful. The Parish Council agreed to support Mr Kelly in his dispute with the company.

75/11b:Tuppers Alley: Matt Hiley has been asked to clear this.

75/11g: pavement at Parkers Hill: Ewan Randall has cleared this, but the surface is also broken up and dangerous.

Albury Mansion: As the company has gone into receivership, the Parish Council needs to establish whether any Section 106 monies are due or will become due. Cllrs Brockwell and Gellatly will follow this up.

VAS: Cllr Brockwell was trying to arrange a meeting with PC Matthew Redfern to view possible sites for the system.

88/11 Clerk's matters arising

- a) *Parts of Public Highway open to all traffic (BOAT) no 511 Shere/Albury:* SCC propose to make a Seasonal Traffic Regulation Order on this BOAT, to close it from the junction of Parklands Road and Pond Lane to a point just north of the driveway to Dilton Farm, from 1st September to 1st May each year. This BOAT is assessed as Condition 3 in the countrywide assessment, the criteria for which states that it is "in need of significant repair – whole route or substantial sections of route in poor condition eg: deep foundrous mud and/or significant rutting/erosion. The matter of BOATS was referred to the **Facilities** committee for ongoing action.
Cllr Wright advised that this BOAT was in particularly bad condition and urged the Parish Council to support its seasonal closure. He assured the Parish Council that the

matter of Ride Lane is in hand.

89/11 Power of Well Being:

Statement of Intent: The Parish Council fulfills 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 6th June until the day before the next relevant annual meeting of the council (May 2015) at which another resolution must be passed. This resolution was PROPOSED by Cllr Wenman, SECONDED by Cllr Hogben, with all in favour.

90/11 Police matters

No report had been received.

91/11 Open Forum: *members of the public are welcome to attend and to ask questions or make representations*

- a) *Posts at Albury Heath:* Mrs Goddard thanked Cllr Brockwell for having reinstalled these.

92/11 Committees: Cllr Wenman advised that the Parish Council's business plan for the forthcoming year would be discussed at the Policy and Resources meeting on 16th June. He asked all committees to consider, at their first meeting of this new council, what they wanted to achieve over the next 5 years, but specifically this year.

Committee Reports: *Facilities:* Nothing to report.

93/11 Committee Reports: *Community Development:*

Mill Bus stop passenger refuge: Cllr Hogben is waiting for Land and Water to produce plans. They have so far come forward with some ideas, and the Environment Agency have given permission.

Allotments: a letter from the Estate is still awaited.

Riverside garden and picnic area: this has not been progressed.

Bench: the bench, complete with memorial plaque, has been installed at New Road bus stop.

No entry sign: this has been replaced with a small one.

Planting at Drift: this has had a spring make-over.

Cllr Hogben reported that, apart from a few minor items, this completed the gateway enhancement programme. Cllr Wenman congratulated him on a tremendous project, which had smartened up the village enormously.

94/11 Committee Reports: *Planning and Environment*

95/11 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 GBC:

11/P/00232: Mill House, The Street

Proposed single storey rear extension to replace existing conservatory

Approved with conditions

Cllr Brockwell noted that the Parish Council's comments about the tree had been dismissed, without any explanation. He would like to invite a planning officer to a Council meeting. Cllr Gellatly advised that it was now not possible to look at officers' reports on line.

Cllr Wright advised that the Parish Council should make an objection if they were unhappy with

one element of an application, as this would mean that it could not then be decided under delegated powers. He suggested that they should also speak directly to the planning officer involved with the case, and that letters of objection could be copied to the Borough Councillor involved in planning, to make them aware of the Parish Council's concerns.

96/11 Albury Landfill site

A meeting of the landfill liaison group had taken place earlier in the day, and a representative from Gasrec had attended. It had been established that the application for restoration of the site would not go to SCC's June planning meeting, but is very likely to go to the July meeting. The final documents associated with the application are to go to SCC on the 24th May and the Parish Council will have the opportunity to see the officer's report before the application goes to committee.

A landfill liaison meeting will be held in October/November. Filling of the site will be completed by the end of the year, followed by 18 months of soil movement.

Cllr Brockwell suggested that SCC be requested to impose a condition on any approval that planting should start this October. Also that restoration should be completed within a reasonable time scale of the final filling of the site.

Smells: It is expected that this problem will be resolved once the site is capped, as it seems that the smell is caused by uncapped waste and the integrity of the gas collection. The Environment Agency had confirmed that these smells are not a danger to health, but that the Health Advisory Agency could be contacted if there were any concerns.

97/11 Finance

- a) *Annual Return:* the internal audit will take place on the 19th May and the statement of account and Annual return will be presented to Council for approval at the June meeting.
- b) *Cheques:* list of cheques raised and invoices approved since April 1 2011 attached to the agenda as **Annex 6**.

98/11 Councillors business: for noting or including on a future agenda

- a) *Recreation Ground:* Cllr Kerslake advised that the barrier to the safer surfacing around the multiplay equipment is broken.
- b) *Recreation Ground:* Cllr Kerslake advised that wooden splinters are coming off the safer surfacing.
- c) *Recreation Ground:* the goal posts are in need of repair.
- d) *Recreation ground:* The trees on the edge of the recreation ground, on Albury House land, are very overgrown and could cause serious damage. The Clerk will write again to Latchmere properties about a tree survey and will also contact the Parks department at GBC. She will also ask advice from Roger Taylor at Hedleys regarding the Parish Council's duty of care.
- e) *Recreation ground:* there are nettles on the access path from Westonfields.
- f) *Speeding cars:* Cllr Brockwell advised of speeding cars in Church Lane and out of Westonfields. As the perpetrator has been identified, the Clerk will ask the PCSO to address this.
- g) *Westonfields:* there is an amount of rubbish in Westonfields and the pavements are in need of weeding. Referred to **Facilities** to investigate the possibility of taking over the cleaning of pavements from GBC.
- h) *Cricket Club sign:* Cllr Gellatly said that there should be a sign directing people to the cricket club from the centre of the village. Referred to **Community Development**.
- i) *Cricket Club:* there is a great deal of rubbish outside the pavilion, including an old fridge and a dining table.

99/11 New Correspondence

- a) *Grants:* letters of thanks for the grant from the Parish Council have been received from: The Church, Hurtwood Trust and Surrey Air Ambulance.
- b) *Guildford in Bloom:* Members agreed not to enter this competition this year.

100/11 Open Forum

No further matters were raised.

There being no further business, the meeting closed at 10.12pm