



ALBURY PARISH COUNCIL

Serving Farley Green, Brook, Little London & Newlands Corner

PARISH OF ALBURY NOTICE OF PARISH COUNCIL MEETING

Minutes of a meeting of Albury Parish Council held on
Monday 2nd April 2012 at 7.30pm
In the **Memorial Library** for the transaction of the under mentioned business.



Present: Cllr N Wenman (in the chair), Cllrs J Brockwell, P Gellatly, K Kinnes, G Robinson, P von Radowitz, Borough Cllr D Wright, 1 member of the public
In attendance: The Clerk, Mrs J Cadman

70/12 **Apologies for absence:** were received from Cllr Hogben and Cllr Kerslake

71/12 **Declarations of interest:** none were made.

72/12 **Minutes of the Meeting held 5th March 2012:** were agreed as a correct record of the meeting and signed by the Chairman.
Minutes of the meeting held 26th March 2012: were agreed as a correct record of the meeting and signed by the Chairman.

73/12 **Matters arising**
45/12:22/12 ditch at Warren/Church Lane: Cllr Brockwell was making arrangements for the ditch to be cleared, and he would cart away the clearings. This would go on Albury Estate land, by agreement with Michael Baxter. Regarding who would pay for this work, members acknowledged that if the Parish Council did not undertake the work, it would very likely not be done, but that the total estimated cost of £1500 was out of the question. A decision on how to proceed would be left with the Facilities committee, who has the discretion to spend up to £250 before seeking full Council approval.

First aid volunteers: Craig Chitty, area co-ordinator, had done some research and now confirmed that Albury had had sufficient severe medical incidents to warrant training volunteers to provide emergency response. He would meet with the Clerk and Cllr Brockwell in the first instance to discuss how to take this forward. The Clerk would arrange this meeting.

Housing needs survey: the survey deadline had been the 23rd March, and had produced a better than average response. The findings would be presented to the Parish Plan committee, at a meeting which the Parish Council would attend.

74/12 **Clerks Matters arising**
a) *Annual Assembly:* The Clerk advised that Sita had agreed to make a presentation, but had not yet come back to her with confirmation. Drew Nicholson would speak on behalf of the Jubilee Committee; William Moorwood would present an update on the Parish Plan. Village Societies would present reports; the Chairman of the Parish Council would make his annual report. Michael Baxter would give an update on the Estate.

75/12 **Police Matters:** No report had been received.
Members were advised that copper cabling had been stolen from Albury House.

The Clerk would ask PC Matt Taylor to send a report for each meeting, even if it was not possible for him or PCSO Paul Hyde to attend.

76/12

Open Forum:

- a) *Park Lane sign:* Mrs Goddard reported that this had been knocked. Cllr Brockwell said that this was on his list.

77/12

Committee reports: Facilities.

Cllr Brockwell reported that the last meeting had been cancelled, as there had been insufficient matters that it was possible to deal with. He reported as follows:

- a) *Layby at Farley Green:* the work to fill in the corner of the road to remove this unofficial layby on the green had not been progressed because of the potholes on the road adjacent. The Clerk would ask the Highways officer if he would agree to sleepers next to the road, if they were fixed in place. Cllrs Brockwell and von Radowitz would progress this with the Clerk.
- b) *Recreation Ground:* Once the meeting with the architect had taken place and a decision made about the tree overhanging the recreation ground, the fencing would be completed. Cllr Robinson would remove the wood laying in the recreation ground. The safer surfacing under the multi play equipment needed replenishing and the Clerk had asked for a quotation.
- c) *Litter pick:* a litter pick is needed on Albury Heath. A date would be agreed and this would be advertised in the parish magazine.
- d) *Bin on Heath:* one is missing and two need repairing. The Clerk and Cllr Brockwell to pursue this.
- e) *Section 106:* Cllr Brockwell requested that a meeting be set up with the S106 officer at GBC so that the Council could be involved in the content of the agreement with Albury Mansion .

78/12

Committee reports: Community Development

- a) *Website:* following the meeting held on the 26th March, Marotori have been given the contract to build and host the website
- b) *Flagpole:* members considered a proposal from Cllr Hogben that a flagpole be purchased and erected in the village hall car park I time for the Jubilee celebrations, the total cost of the flagpole and a flag in the region of £1,200 + vat. This would then have an ongoing use in the village. Albury Estate had given permission. Cllr Robinson suggested that, if the Council could not afford the cost of clearing the ditch at the Warren, it should not consider spending equivalent money on a flagpole. Cllr Kinnes recalled that the initial discussions about the flagpole had suggested a sum of around £500. It was agreed that the Council could not consider agreement to expenditure of over £1,000 out of Parish Council funds for this purpose. The Clerk would establish whether at least part of the money could be obtained elsewhere, and had already approached the Diamond Jubilee group at GBC, having been told that S106 money could not be used for this purpose.

79/12

Committee reports: Village Hall:

- a) *Village hall meeting 22nd March:* minutes had been circulated as **Annex 1.**
- b) *Report:* Cllr Wenman advised that the financial report indicated that the income for the year would be in the region of £8,200 against a budgeted income of £8,500. He, Cllr Brockwell and the Clerk would meet to assess the income situation. At the end of the January the expenditure on the hall had been £9,600 against a budget of £13,600. It was agreed to look at the energy suppliers, as Cllr Gellatly advised that he had achieved a very good deal on the gas supplied for the swimming pool at Shere.
- c) *Bookings:* Analysis of the booking software showed bookings for the coming year totalling £8158. Regular users had not yet booked for the second half of the year, so income was looking promising. However, the income of the village hall depended on a few good regular users, and it was important to expand the use. The flyer devised by Cllr Hogben had been sent to everyone in the village. Cllr Kinnes had devised monthly promotions for the parish magazine. The

village day would be used to promote the village hall. A database of potential customers is being devised, and these people will be contacted by e-mail and will be sent the flyer.

- d) *Future plans:* there is to be a quiz night in November to raise funds for the hall.
- e) *Additional issues:* the stage has been moved to the other end of the hall. One of the memorial boards needs some repair. The issue of parking is still outstanding, and Cllr Wenman has spoken to Michael Baxter about progressing the solution. It is understood that Mr Baxter is preparing a letter.

Cllr Wenman considered that there had been a great deal of progress in the last year concerning the hall and reducing losses.

80/12

Committee reports: Planning and Environment

- a) *Albury House:* Cllr Gellatly advised that a letter had been sent to GBC regarding the breach of planning conditions on Albury House, and they had now opened up the new access, as required. Cllr Robinson expressed his concern about safety for cars accessing the road from this new point. The architect had requested a meeting regarding the plans for the rest of the site. Cllr Wenman suggested that this might be helpful in that it would allow the Parish Council to have input on what would be best for the parish, at the same time as making it clear that judgment would be reserved until the planning application was received. Cllr Kinnes agreed that it would be good for the Parish Council to have the opportunity to ask questions and to be able to have input into anything that has the potential to make a change to the village. She suggested that minutes be taken at the meeting with the architect, and these agreed with him afterwards.
- b) *Meeting with planning officers:* this is still outstanding. Cllr von Radowitz suggested that a meeting be held with planning officers when there is a contentious planning application, as had been done in the past.

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

List for the year to date was circulated prior to the meeting.

81/12

Finance

- a) Receipts and payments statement to 29/2/12 was tabled at the meeting.
- b) *Cheque list:* the list of invoices approved and cheques drawn from 1/2/12 was circulated prior to the meeting.
- c) *New Cheque signatory:* Cllr Robinson agreed to be the fourth signatory on the account, following the resignation of Cllr Chapman, a previous signatory.

82/12

Star Energy: A meeting had been held 27th March to review the proposed planning application for the LNG plant on the existing site. Cllr Wenman advised that the facility had now been purchased by I-Gas. The national need for gas storage is now longer as critical as it was, due to new pipelines from Norway. As a result, Petronus had sold all its Star Energy interests to I-Gas except for Humbly Grove. I-Gas has no plans for gas storage.

It had been a constructive meeting. The project manager had apologized for the poor handling of the activities before Christmas, and acknowledged that the issues for Albury, which have to be kept in the forefront of management, are noise, lighting and traffic.

The planning application will be submitted shortly. The company have to get a hazardous substances report, and had completed the noise test.

83/12

Albury Landfill site: There had been no recent update, but it was understood that the depositing of refuse had now finished. It was hoped that Sita will be able to give a full picture of the current situation at the Annual Assembly.

84/12

Jubilee Celebrations:

- a)** *Current plans:* the Race Night had been a great success and the profit from that, together with the grants from Albury Produce Association, the Parish Council and Albury Trust would be used to cover the projected spend of £2516.50 + vat.
- b)** *Barbecue:* the committee have not yet resolved how to ensure that only parishioners have the free barbecue, but are thinking of a ticket for each household.
- c)** *Risk assessment:* the Clerk has carried out the first risk assessment, during the site visit the previous week. The second one will be carried out nearer the time, in line with insurance requirements.
- d)** *Banner on Farley Green:* the committee had requested permission to erect a banner on the Green. This was agreed, Cllr von Radowitz would liaise with Liz Cooper about the position.

85/12 **Parish Plan:** The last meeting, on the 16th March, had worked on headings for the questionnaire. A lead person would be appointed for each heading. At the next meeting, on the 10th April, the committee would start to formulate some basic questions for each heading. There will be an update at the Annual Assembly and also in the next edition of *Albury Matters*.

86/12 **Councillors business:** *for noting or including on a future agenda*

- a)** *Sorting Office:* Cllr Brockwell reported the possibility that Albury's post will be sorted from the Guildford sorting office, and the Albury sorting office closed. Harry Patel had a visit the previous week to advise him of this, he is now waiting for proposals in writing. Cllr Brockwell had suggested he contacts the Parish Council once he has received these proposals. There is also the possibility that the Parish will not have a daily delivery, as the postmen will be time limited. Albury will then be dealing with an inferior service, and Harry will lose the income from the sorting office, which will make the post office less viable for him, and as a result the post office and shop may be lost. Cllr Wenman suggested that he write to the Post Office, asking for a meeting , and this was agreed.

87/12 **New Correspondence:** none had been received,

88/12 **Open Forum**

- a)** *Post round:* Mrs Goddard expressed her concern at the suggestion that the postmen might be time limited, as their round is very large.

89/12 **Dates of meetings**

Full Council: **Annual Meeting:** 14th May

Annual Assembly: 16th April, 7pm

Community Development: 23rd April

Planning and Environment: 2nd April, 23rd April

Dates of future meetings to be agreed at the Annual Meeting.

There being no further business, the meeting closed at 9.34pm.