



# 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 2<sup>nd</sup> September 2013 at 7.30pm**

In the **Memorial Library** for the transaction of the under mentioned business.



**Present:** Cllr J Brockwell (in the chair), Cllrs P Gellatly, R Hogben, K Kinnes, G Robinson, P von Radowitz, S Scott  
3 members of the public  
In attendance: The Clerk, Mrs J Cadman

150/13 **Apologies for absence:** were received from Cllrs A Kerslake and N Wenman. Apologies were also received from Borough Cllrs R Billington and D Wright

151/13 **Declarations of interest:** none were made

152/13 **Minutes of the Meeting held Monday 1<sup>st</sup> July:** were agreed as a true record of the meeting and signed by the Chairman, after one amendment.

**Minutes of the meeting held Monday 5<sup>th</sup> August:** were agreed as a true record of the meeting and signed by the Chairman.

153/13 **Matters Arising**

*127/13:108/13d: Silver Jubilee tree:* no further action has been taken to date.

*127/13/120/13b: Albury Peace:* the clerk has re-written to those people in the Street who have not yet cut back their hedges. It was now agreed that she would write and advise them that the Parish Council would cut back their hedges and charge them for the work, if they have not done so themselves within 14 days from the date of the letter.

*146/13:1: Memorial Library decoration:* Hollins will carry out the work at the end of September

*146/13:2: memorial kitchen and hallway decoration:* Hollins will complete this at the same time.

*146/13:3: Recreation ground:* the repairs have been completed

*147/13b: Green belt and countryside status:* Cllr Gellatly advised that Cllr Wright had brought this review to the Council's attention at the end of the August meeting, as he believed that there was one piece of land in the Parish of Albury that was being considered for development, but investigation had shown this piece of land to be outside the parish, at the end of Warren Road.

*140/13:1: Farley Green pond:* Richard Allsford had agreed to meet with the Clerk and Cllr Hogben on Monday 9<sup>th</sup> September, time yet to be agreed.

*140/13:2: Mill Race:* Cllr Wenman had asked the Estate to clear this back. However, Michael Baxter was concerned about the Health and Safety issues of working next to the road and so it was agreed that the work would be done by tractor flailer, if possible, with an operative using a strimmer who would be protected from the road by the tractor.

154/13 **Chairman and Clerks Matters arising**

a) *Edgeley Park Caravan site:* Mrs Grayburn has written to Edgeley Park to complain about the size of the Lodges delivered by road to the site, but has not received a response to this or a personal visit. Members agreed that these were a cause of concern, as they travel along the roads during busy periods of the day, and cause long delays and damage to the surrounding foliage. Cllr

Robinson pointed out that it is illegal to stop the traffic to allow the lodges throughway, as they are doing, and it was noted that they park in Silent Pool car park before making the final stage of the journey, and that there are width restrictions in the car park. The Clerk will write to Haufryns, expressing the Council's concern that they are not complying with the law, and advising them that these issues will be discussed with Surrey Police. She will also contact the police in this respect.

155/13 **Police matters:** no report had been received.

156/13 **Open Forum:** *members of the public are welcome to attend and to ask questions or make representations*

- a) *Parking at the Music Festival:* Mrs Goddard advised the meeting that the number of cars parking for the Free Festival had meant that her household was almost blocked in. Cllr Brockwell, a member of the Free Festival committee, advised that there had not been a post-festival meeting yet, but the committee were aware that too many people were attending the festival, and would discuss ways of resolving this.
- b) *Shere traffic calming proposals:* Mrs Goddard expressed her unhappiness at these proposals.

157/13 **Committee reports: Facilities**

- a) Minutes of the meeting held 8<sup>th</sup> July had been circulated prior to the meeting.
- b) Cllr Brockwell reported as follows:
  - i. Farley Green sign: the Surrey Hills sign had been incorrect, and it seemed that they did not intend to do anything about it. Cllr Brockwell would follow this up
  - ii. The Epicormic growth would be removed on the 3<sup>rd</sup> September.
  - iii. Footpaths: Matt Hiley has been given a list to work to.
  - iv. The grass areas have been cut
  - v. Sherborne hedge will be cut shortly
  - vi. Tim Jones will clear the rubbish in the recreation ground when he does the fence.
  - vii. Countryside access officer: Cllr Brockwell had arranged to meet the new Countryside Access Officer, Luke Duncan, when he visits Albury shortly.
  - viii. Layby: Derek Daniel will do this in September. Cllr Gellatly offered a bag of soil for this purpose.
  - ix. Farley Green ditch: Cllr Brockwell has received no response from Gavin Smith
  - x. Sherborne footbridge has been replaced
  - xi. Councillor Brockwell had recently reviewed the statistics and would hopefully meet with Matt Redfern shortly for clarification
  - xii. Postbox at end of park Road: Cllr Brockwell will talk to Gavin Smith about a kerbstone at this position.

158/13 **Committee reports: Community Development**

- a) Minutes of the meeting held 15<sup>th</sup> July had been circulated prior to the meeting
- b) Cllr Hogben reported as follows:
  - i. *Albury Matters:* the next edition will be published around the end of October.
  - ii. *First responders and de-fibrillators.* The Clerk had received an apology from the manufacturers, who were experiencing problems with their suppliers. There is still no firm date for delivery. There had been a fatal heart attack at Westonfields 6 weeks previously, and the de-fibrillator had not been used, as there was only one other person present, who was unable to leave the person concerned. Cllr Robinson advised that it had been a massive heart attack and instant fatality, and the de-fibrillator would not have made a difference.
  - iii. *Old Mill Bus refuge:* the project is now in the final stages: Land and Water have been accepted as an accredited supplier and have been

given an order by SCC Highways. They are now making sure that all necessary permissions are in place. Cllr Hogben has met with the landowner, Ben Moore, who has given permission but has asked that, during winter when the river is in spate, any detritus or rubbish that is caught in the support posts is removed.

- iv. *Post Office and Village Store:* the Parish Magazine had publicized the proposal to take the village hall to Albury Heath and move the post office and shop to the village hall, so Cllr Hogben has spoken to Harry so that he is aware that this is currently just a proposal.
- v. *Superfast Broadband:* Cllr Scott advised that SCC have been invited to the next Parish Council meeting to give an update. Cllr Brockwell asked about Walter Wilcox's involvement, and Cllr Scott advised that Albury is now sufficiently far progressed with the SCC scheme that it would not make sense to get involved in a private scheme, but that it is helpful to know that he is there to give advice if things go wrong.
- vi. *Albury Produce Show:* Cllr Hogben considered that the Parish Council needed a more professional approach, with new signs, banners, and perhaps a distinctive gazebo.
- vii. *Riverside picnic area and Igas:* Igas has agreed that the grant of £4,500 be held for the Parish Council until the end of March 2014. Cllr Brockwell asked if this grant could be transferred to be used for the orchard, Cllr Hogen advised that the orchard had been put forward for a grant and rejected in favour of the picnic area.
- viii. *Village green:* this will be under the direction of the parish plan committee
- ix. *Village allotments/community orchard.* These remain with Community Development, but no progress has been made at present.

159/13 **Committee reports:** *Village Hall:*

- a) Minutes of the informal meeting held 19<sup>th</sup> August had been circulated prior to the meeting.
- b) *GBC inspection:* the report from GBC's Environmental Department had been received. They had asked that the library and kitchen be re-decorated, which has been arranged, and that a separate hand washing sink be installed in the kitchen, which the Clerk is seeking quotes for.
- c) *Village hall hiring fees:* members were asked to consider and approve an increase of 5% in village hall and library hiring fees from January 2013. Details of fees for specific sessions had been circulated prior to the meeting. The increase was PROPOSED by Cllr Brockwell, SECONDED by Cllr Robinson, with all in favour with the exception of Cllr Hogben, who recorded his disagreement with an increase in fees in the current economic climate.

160/13 **Committee reports:** *Planning and Environment*

**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**

List to date had been circulated prior to the meeting.

161/13 **Parish Plan committee:** members were asked to consider and agree the formation of a new advisory committee, to review the issues arising from the Parish Needs questionnaire and to report back to the Parish Council. The committee would have 5 members, spread out across the parish, to be matched by 5 members of the public, taken from the now defunct Parish Plan committee, and also spread across the parish. It was agreed that the old committee would be asked to nominate members from amongst their team, with the criteria of keeping a good parish spread, and that those chosen should have time and expertise to commit. It was also agreed that others would be co-opted from time to time, as their expertise was needed, with Michael Baxter of Albury Estate being given as an example of someone whose expertise would

be needed, but not at each meeting.

The Committee's terms of reference had been circulated prior to the meeting and were **agreed**.

The Parish Council members would be as follows: Peter Gellatly and Steve Scott (Farley Green); Grahame Robinson and Roy Hogben (the Village); John Brockwell (Little London). Cllr von Radowitz was thanked for all the time she had given to the Parish Plan meetings and would be asked for her expertise when needed. Cllr Kinnes would be asked for her expertise in marketing when required.

162/13 **Finance**

- a)** *Management report to 31/07/2013* had been circulated prior to the meeting.
- b)** *Cheque list for July and August* had been circulated prior to the meeting.
- c)** *Financial Statement*: for 2012/13 had been circulated prior to the meeting. Cllr Brockwell explained the detail.
- d)** *Audit*: the External Auditors had completed their audit of the financial year 2012/13 and had raised no issues. This represented a clear audit and the Clerk was thanked.
- e)** *Salary review*: An agreement has been reached by the National Joint Council for Local Government Services, and NALC have recommended an increase in salary scales by 1% for the current year, to be backdated to April. Members approved a salary for the Clerk of £13455.12 pa, an increase of £132.96pa, PROPOSED by Cllr Brockwell, SECONDED by Cllr Robinson, with all in favour.
- f)** *Insurance*: members considered and approved a further 3 year fixed contract with Came and Company for parish council insurance, PROPOSED by Cllr Brockwell, SECONDED by Cllr Hogben, with all in favour. The premium has reduced from £1522.76 pa in 2010 to £1225.17 in 2013. Increases over the next 3 years will be inflation increases only, except for any additions to the policy.

163/13 **Shere by-pass:** Shere had been looking at ways to deal with the traffic problem through the centre of the village, and had now drawn up proposals which could involve making Upper Street into a one way system, and creating pinch points at the ends of the village to defer larger vehicles. They had now produced a scheme that directed vehicles along Park Road and down New Road to join the A25 at Sherborne. There had been no consultation with Albury Parish Council, either by Shere Parish Council or by SCC, although it was noted that the police had been consulted about these proposals back in May of this year.

The Clerk had written to SCC and to the Clerk of Shere Parish Council, voicing this Council's objection to the lack of consultation.

An exhibition of the proposed traffic calming remedies and the history to the traffic situation in Shere was to be held in Shere Village Hall the following day.

It was agreed that a meeting should be held with John Hilder as soon as possible, to discuss the implications of the proposed re-routing of traffic from Shere through Albury, in particular the junction with Park Road and New Road, the state of New Road itself, and the ongoing problems at the Sherborne junction with the A25.

164/13 **Igas wellsite**

The Clerk has requested a meeting and Barrie Hedges has confirmed that he will move to set this up.

165/13 **Albury Landfill site**

The clerk has requested a date for a residents' site visit, but as yet has received no reply to two e-mails.

166/13 **Outstanding matters**

The list was circulated and noted.

167/13 **Councillors business**: *for noting or including on a future agenda*

a) *Shophouse Lane*: the Clerk would raise the question of 'unsuitable for HGVs' sign with John Hilder.

168/13 **New Correspondence**

None had been received.

169/13 **Open Forum**

a) *Parish Plan committee*: Mr Mingo sought reassurance that the work done by the originating committee would not be ignored, and that all discussions would be in the public domain. Cllr Brockwell was able to give him this, confirming that as a Parish Council committee, all meetings would be held in public, and all decisions discussed by the Parish Council in open meetings.

170/13 **Dates of meetings**

Full Council:	7 <sup>th</sup> October, 4 <sup>th</sup> November, 2 <sup>nd</sup> December
Planning:	23 <sup>rd</sup> September, 14 <sup>th</sup> October, 4 <sup>th</sup> November
Facilities:	9 <sup>th</sup> September, 9 <sup>th</sup> December
Community Dev	21 <sup>st</sup> October, 27 <sup>th</sup> January