



# 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 3<sup>rd</sup> November 2014 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, R Hogben, G Robinson,

S Scott, P von Radowitz  
County Cllr K Taylor  
Borough Cllr R Billington  
PCSO Gregor \*\*\*

In attendance: The Clerk, Mrs J Cadman

212/14 **Apologies for absence:** were received from Cllr Pearson. Mrs A Kerslake had resigned from the Council the previous week, due to family commitments.

213/14 **Declarations of interest:** none were made

214/14 **Minutes of the Meeting held Monday 6<sup>th</sup> October:** these were agreed as a correct record of the meeting and signed by the Chairman.

215/14 **Matters Arising**

*195/14:174/14:134/14b: Section 106 monies:* Cllr Hogben reported as follows: Mary Anne Prior is no longer at GBC, and her role has been taken by Rosie Trussler, who had advised him that it might be possible to change the designation of S106 funding with a Deed of Variation. She asked that the Council write to formally request this, and to detail the community projects that this funding would be used for instead. The agreement of the developer, Michael Wilson, would be needed, but it was noted that he had verbally agreed to this change some two years ago. She also asked that a list be given to her of Open Space requirements.

Action: i. check current wording of agreement with Rosie Trussler

ii. All members were asked to submit possible projects to Cllr Hogben, who would co-ordinate the list.

*198/14a:Edgeley Park:* Actions ii) advising IGas that their entrance is being used as a transfer point and iii) a letter to Edgeley Park, have been taken by the Clerk. Cllr Brockwell reported that he had spoken to a man who was moving a caravan, and was advised that their method of transport was legal. Cllr Billington advised that he had spoken to Dan Ledger, who was happy to have a meeting in this regard. Cllr Brockwell commented that enforcement action was needed to stop Edgeley Park using the old Sun Club piece of land as a dump.

*209/14a: Lengthsman scheme:* deferred to the December meeting

*209/14e: Ditch at the Warren:* Cllr Scott reported that he had inspected the ditch with Cllr Brockwell. The railway sleeper had been silted up and was no longer effective. Cllr Brockwell will add this item to a list of requests that he plans to send to Luke Dawson, Rights of Way Officer, SCC.

*209/14f: Gatwick Noise:* deferred to the December meeting.

216/14 **Chairman and Clerks Matters arising**

a) *Website, Dropbox and newsletter report:* The Clerk reported that the website is up to date and that there has been no need to send out a newsletter. All members have been sent a link to the Parish Council's Dropbox, where all

Parish Council documents, letters and relevant emails will be kept from now on and will be able to be viewed by all councilors. Members agreed that this was a good idea.

- b) *Parish Council vacancy:* SSALC have withdrawn previous advice, and now say that it is possible to co-opt to a vacancy within 6 months of an election. Members were asked to consider who might be a suitable candidate, and also discussed ways of promoting the Council so that residents consider standing for election next May. It was agreed to send out a flyer, the Clerk would draft this with Cllr Wenman.
- c) *Defibrillator Training:* a note had been left in the library requesting further defibrillator training. The Clerk will speak to Craig Chitty in this respect.

217/14 **Police matters:**

PCSO Gregor \*\* reported as follows:

1. PC Ryan Stephens has moved to another department. PC Tom Bagley will now be the new NCO for the area.
2. Crime statistics for October were as follows:
  - i. 4 vehicle crimes
  - ii. 5 dwelling burglaries
  - iii. 1 drugs offence at Newlands Corner
  - iv. 1 dog bite.
3. *Edgeley Park:* Cllr Brockwell had reported an allegedly illegal caravan towing incident on the 14<sup>th</sup> October, on 101, and had taken photographs. There had been a meeting with police in July, and they had undertaken to look into this situation but nothing further had been heard. PCSO G \*\* asked Cllr Brockwell to send the pictures to Sgt S Barwell, who would be able to liaise with the traffic department. Cllr Brockwell agreed to do this, and to request another meeting.
4. *Break-in:* Cllr Wenman reported that there had been an attempted break in at the vineyard. PCSO \*\* confirmed that he and another officer had attended. He recommended a close shanked padlock, so that it could not be opened using bolt cutters. Cllr Wenman confirmed that nothing had been stolen, as the alarm had been activated.

218/14 **Open Forum:** *members of the public are welcome to attend and to ask questions or make representations*

- a) *Eastern Area Cluster Group:* area cluster groups have emerged from the Local Committee, and have been allocated a specific sum of money, £17,500, to use on issues that are common to the parishes within their area. The group consists of two county cllrs and 2 borough cllrs, but will have a public meeting once a year.

It was agreed at the recent meeting of the group that a common issue for the area is the state of the drains, and it was agreed to use the funding for extra jetting. This work costs £5,000 a week for a lorry and team, so it would be possible to fund 3.5 weeks.

219/14 **Committee reports:** *Facilities*

Cllr Scott reported as follows:

- a. The salt bins have been checked and the area around them strimmed.
- b. The lighting in Tuppens Alley is the responsibility of the Borough Council, and Cllr Scott undertook to talk to GBC.

Cllr von Radowitz reported that she had arranged for the kissing gate on her property (which was a gift from the Ramblers to the Parish Council) to be repaired, and was thanked.

210/14 **Committee reports:** *Community Development*

- a) Members to receive a report from Cllr Hogben
- b) Members were requested to approve an expenditure of up to £1000 on consultancy from Colin Davis to further develop the traffic calming proposals through Albury Village, with the objective of producing a plan that

is acceptable to both the Parish Council and Surrey County Council. It should be noted that the total cost of the consultancy is £2000; the remaining £1000 to be secured from 3rd parties or grant allocations. This expenditure was PROPOSED by Cllr Hogben, SECONDED by Cllr Brockwell, with all in favour.

Cllr Taylor advised that small traffic schemes are looked at by task groups, and that the Albury traffic calming scheme and a crossing at Newlands Corner had been recommended for some funding in the next financial year. £25,000 had been allocated to the Albury traffic calming scheme, subject to some local funding of around £5,000, giving a total sum of £30,000 for this project. £20,000 had been allocated to a crossing at Newlands Corner. There is also the £10,000 already allocated for the bus stop. Bahram Assadi had confirmed that he was hoping to use that in this financial year and Cllr Taylor was hopeful that it could be used towards the traffic calming scheme.

Cllr Taylor said that he was happy to find between £1,000 and £2,000 out of his personal allowance for Colin Davis, but had discussed this with John Hilder, who did not think there was sufficient design work to make this necessary, but agreed that it would be good to allocate some money towards his time, so that he could be asked to meetings and was able to stay involved with the scheme. Cllr Taylor suggested that the Council ask Colin Davis to talk to John Hilder so that they could agree what would be necessary. He agreed to commit up to £2,000 in principle, subject to clarification.

Cllr Wenman proposed that a separate meeting be held to review the plans, and invited all councilors to attend this if they wished.

c) Members reports on defibrillators:

*Farley Green:* the paddles read an expiry date of 8/14

*Westonfields:* the kit is 'pipping' when the door is opened, the paddles also show an expiry date of 8/14 and the whole unit is wet.

*Little London:* Cllr Brockwell to check this one.

*Newlands Corner:* subsequent to the meeting, Cllr Wright reported that the \*\*\* The Clerk will arrange for the box at Westonfields and the one outside the library to be swapped.

She will also arrange for all defibrillators to be attended to.

d) Recreation ground proposals: members agreed not to take these forward for the time being.

e) *Resurfacing of Water lane and Birmingham Lane:* Cllr Brockwell questioned the decision to resurface these lightly used roads and considered that the money would have been much better used on New Road resurfacing, which is badly needed. Cllr Taylor advised that SCC's technical surveillance equipment would have probably shown more serious damage below the surface. He suggested speaking to Ian Fowler, Paul Bucknall's replacement, and Cllr Brockwell undertook to do this.

211/14 **Committee reports:** *Village Hall:*

a) *The meeting arranged for the 13<sup>th</sup> October has been deferred to the 10<sup>th</sup> November.* Cllr Wenman is to meet with Tina Playford on the 5<sup>th</sup> November to look at the database for marketing.

b) *Local use:* Cllr Brockwell advised the projected income for the year of circa £10,000 was likely to be achieved, with the support of the fund raising fish and chip supper. He also advised that parish use of the hall takes about 20% of the available time. He suggested that the church might consider taking the lease, and the Parish Council could rent the hall from them when required, or that a deal might be done with the bowling club to use their facilities, and the hall used for the village shop. The viability of the hall is an ongoing issue.

212/14 **Committee reports:** *Planning and Environment*  
**Planning:**

- a) members to receive a report from Cllr Gellatly
  - i. *Albury House wall*: this has greatly improved in the last month. The hedges at the front need to be cut back. The Clerk was asked to ascertain from Enforcement whether the work to the wall is in line with what was required.
  - ii. *Enforcement*: Cllr Brockwell pointed out that the first two on the current enforcement list had been there since January 2012. Edgeley Park, for instance, had withdrawn their application in May of this year. Regarding Cheynes, the list says that a planning application has been received, but in fact it has already been approved. The Clerk was asked to write to Enforcement and itemize the errors in the document. Cllr Billington to be copied into the email.
- b) *Applications determined by Guildford Borough Council*: List to date had been circulated prior to the meeting.

#### 213/14 **Parish Plan Advisory Committee**

- a) *Minutes from the meeting held 21<sup>st</sup> October*: had been circulated prior to the meeting. A report had been received from a consultant in relation to the shop, and this advised that an extension to the existing shop was not a viable solution. The only option seems to be the conversion of the village hall or an extension to the library. The report did not include any analysis of what different sizes of shop would produce in revenue. Cllr Pearson would ask for that information.
- b) *Future reporting*: it was agreed that Cllr Hogben would report at each meeting on this committee, as a committee member.
- c) *Village Green*: A recent meeting had been held with Michael Baxter and he had been asked to produce drawings. It has been agreed that it is important that this is seen as an APPAC initiative rather than one from the Parish Council or the Estate, so any plans must be led by the committee. Clive Mingo has been asked to produce a budget figure for the plans and any other material that is necessary in order to help the committee move forward. The committee will then apply to the Parish Council and the Estate for funding.

#### 214/14 **Finance**

- a) *Management report to 31/10/2014* had been circulated prior to the meeting
- b) *Cheque list for October*: had been circulated prior to the meeting.
- c) *Budget for 2015/16*: Cllr Brockwell and the Clerk will produce a draft budget, to be discussed at a Policy and Resources meeting and then presented to the Council at the December meeting for discussion. The precept request to the Borough Council will be approved at the January meeting. Some of the current reserves will be earmarked for projects and members were asked for suggestions.
- d) *Cavalcade*: as at the 28<sup>th</sup> October, the financial situation for the cavalcade is as follows: income: £4841.00; outgoings: £2977.01. Net profit: £1863.99, + vat at £235.72 = £2099.71. Cllr von Radowitz said that the object had been to raise awareness not funds, and she was very happy with this surplus. She PROPOSED that £1,000 be given to both the RBL and the Brooke Hospital, and £25 to the church for the use of their tent, and this was **agreed**.
- e) *Internet banking*: forms for signature will be circulated for completion.
- f) *Credit card payments for hall bookings*: Cllr Gellatly to give information to the Clerk.

#### 215/14 **WWI Commemorations**

This item was discussed under 214/d above.

#### 216/14 **Igas wellsite**

No new developments to report

#### 217/14 **Albury Landfill site**

No new developments to report, but it was noted that capping was going well.

218/13 **Outstanding matters**

The list had been circulated prior to the meeting and was discussed.

219/13 **Councillors business:** *for noting or including on a future agenda*

- a) *village green (area opposite the Post Office)* the curb stones are cracking at the back.
- b) *Brook Crossing:* Dave Bailey, who lives next to the railway crossing at Brook, had received a visit from Network Rail and Highways two weeks ago, and they had advised him that they want to alter the angle of the road at the crossing. He is concerned that this work will affect his drive, but they have advised him that they will rectify this if necessary.
- c) *Posts along Mill Race:* Something needs to be done about this, as the road is at present crumbling. Action: Cllr Scott.

220/13 **New Correspondence.**

No new correspondence has been received.

221/13 **Open Forum**

No further matters were raised.

222/13 **Dates of meetings**

Full Council:	1 <sup>st</sup> December
Facilities:	15 <sup>th</sup> December
Community Dev:	12 <sup>th</sup> January
PPAC:	17 <sup>th</sup> November
Planning:	24 <sup>th</sup> November
Village Hall:	19 <sup>th</sup> January

There being no further business, the meeting closed at 9.45pm.