



# 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 1<sup>st</sup> June 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, G Robinson, S Scott

Co-opted at the meeting:

Cllrs G Firth, J Rowland, MA von Radowitz, P Webb

County Cllr K Taylor

Borough Cllr R Billington

In attendance: The Clerk, Mrs J Cadman

105/15 **Apologies for absence:** all members were present

105/15 **Declarations of interest:** none were made.

106/15 **Minutes of the Meeting held Wednesday 13<sup>th</sup> May 2015:** were agreed as a correct record of the meeting and signed by the Chairman.

107/15 **Matters Arising**

*88/15:64/15: Welcome packs:* Cllr Gellatly had included a short history of the parish, and a map, and had finalized the wording except for some detail. He would forward the file to Cllr Brockwell and the Clerk, who would look at the content and the layout.

*101/15b: Allotments:* **deferred** to July meeting.

108/15 **Co-option of Councillors**

Geraldine Firth was PROPOSED by Cllr Scott, SECONDED by Cllr Hogben, with all in favour.

Mary Anne von Radowitz was PROPOSED by Cllr Gellatly, SECONDED by Cllr Hogben, with all in favour.

John Rowland was PROPOSED by Cllr Robinson, SECONDED by Cllr Scott, with all in favour.

Patricia Webb was PROPOSED by Cllr Hogben, SECONDED by Cllr Robinson, with all in favour.

109/15 **Appointment of Committee Chairmen and members:**

*Policy and Resources*

*Facilities*

*Planning and Environment (inc. Landfill and IGas)*

*Community Development*

*Village Hall Committee*

*Parish Plan Advisory Committee*

Cllr Brockwell proposed that this be deferred to the July meeting, as new councilors are not aware of the committees and their functions. This was **agreed**. The Clerk will forward the committee descriptions and functions to all members, who are asked to let her know which committees they wish to serve on.

110/15 **Chairman and Clerks Matters arising**

- a) *Website, dropbox and newsletter update.* The Clerk will send out newsletters as discussed at the last meeting, now that she has completed the audit. Cllr

Scott asked her to send out information again on how to access dropbox. The website is up to date.

- b) *Defibrillator update:* the defibrillators have all been checked and are in working order.

111/15 **Police matters**

PCSO Damon Young had sent a report, as no representative from the police was available

112/15 **Open Forum:** *members of the public are welcome to attend and to ask questions or make representations*

No member of the public was present.

113/15 **Committee reports:** *Highways, Byways and Open Spaces*

- a) *Minutes of the meeting held Monday 18<sup>th</sup> May:* had been circulated prior to the meeting.
- b) *Strimming schedule:* Cllr Brockwell explained to new members that the county council only strims once a year, so the parish council will carry out further cuts during the year.
- c) *Ditch on Farley Green:* SCC will pay towards the cost of clearing the ditch, as the silt comes down from Ride Lane.
- d) *Kissing gates:* three have been reclaimed from Mardons and will be installed elsewhere by the Ramblers Association, under the supervision of SCC.
- e) *Drift:* this had been strimmed by Philip Goddard. It was noted that the Environment Agency had cleared the waterway and dumped the rubbish on the bank. The Clerk will contact them about this.
- f) *Mill Race:* Cllr Hogben referred to the area opposite the Estate yard, which the Parish Council had cleared a few years ago, creating lovely views across the lake. This had now grown up again and the views have gone. Cllr Brockwell will speak to Michael Baxter to ascertain whether this can be dealt with by Estate people.

114/15 **Committee reports:** *Community Development*

Cllr Hogben reported as follows:

- a) *Old Mill Passenger Refuge:* The re-instatement of the bus stop is still in the bureaucratic hands of the SCC Passenger Transport Group. It has now been passed from Kirsty Wilkinson to a Mustafa Khan, but at present no satisfactory response to my e-mail has been received.
- b) *Traffic Calming:* The last meeting of the Traffic Calming Group was on the 6<sup>th</sup> May, the minutes of this meeting were presented at our last Parish Council Meeting. Colin Davis, our Traffic Calming Consultant, was tasked with designing the two Gateways into the village center; this was received on the 21<sup>st</sup> and has been forwarded on to Bahram Assadi and Peter Hitchins for their comments and approval. Once we have their comments on the feasibility and the cost of supply and installation of these Gateways, together with the cost of improving the pavement, on the north side of The Street, from Tupperts Alley through to Albury Lodge to make it fit for purpose. Once this is to hand, then the first stage of the scheme will be prepared for Public consultation.
- c) *Riverside Open Space:* The land drain and the major part of the landscaping have now been completed and it is planned that this will be ready for sowing the grass seed by the end of this week. The Estate has agreed to install the post & rail fence and the entry gates on the eastern side of the land and the stock fence on the western side. The eastern boundary has, this morning, been pegged-out by Cllr. Brockwell, for approval by The Estate and the owner of the mill development.
- d) *Memorial Library Disabled Toilet:* The new, amended drawings, have been submitted to GBC Planning and contact will now be made to Mariana Beadsworth (Conservation Dept.) to help smooth the path of our application.
- e) *Village Allotments / Community Orchard:* Cllr. Robinson has been asked to look

at the possibility of taking this project over.

*Defibrillator training:* training has been organized for Saturday 4<sup>th</sup> July, at 2.30pm in the village hall. The Clerk will send out a newsletter and flyer about this, and advertise on the noticeboards. Cllr Webb advised that SALV had helped Shere Parish Council put defibrillators into their parish, using Albury as their example.

**115/15 Committee reports: Village Hall:**

Cllr Brockwell advised that he is handling the bookings while Carolyn Mingo, the booking clerk, recovers from her operation.

The hall now has a new piano, sourced by the Clerk and collected from Bramley Grange by Cllrs Brockwell and Gellatly. Philip Goddard will remove the old piano, which is only fit for scrap.

The next meeting of the village hall committee, on the 22<sup>nd</sup> June, will include an update on income and debtors, and a report on marketing.

**116/15 Committee reports: Planning and Environment**

*Planning applications received and planning applications determined by Guildford Borough Council*

Cllr Gellatly reported as follows:

- a) Three enforcement cases had been taken off GBC's list. There are still a number of current cases, the oldest on the list being near 3 ½ years old.
- b) *Keepers Cottage:* Cllr Billington advised that he had met with the planners and advised that they are recommending temporary permission for a period of one year, with the intention of ultimately refusing this application.
- c) *Cricket pavilion:* had been granted permission for the proposed extension.
- d) *Cheynes Cottage:* Cllr Gellatly observed that the eastern elevation, which is very close to neighbours, does not have obscured glass in the windows. He had written to the planners in this respect and would forward the email to Cllr Billington. Cllr Taylor was of the opinion that the decision notice is final, even though it seems that the planners have made some fundamental omissions.
- e) *Website:* Cllr Gellatly questioned why, for example, the website says that there has been no third party consultation for a particular application when a letter from the council is shown.
- f) Cllr Billington asked to be copied into letters of objection.
- g) Planning list of determined applications: had been circulated prior to the meeting.

**117/15 Committee Reports: Parish Plan committee:**

a) *Minutes of the April meeting:* had been circulated prior to the meeting.

b) *Next meeting:* Monday 8<sup>th</sup> June.

c)

**118/15 Finance**

a) *Annual Return:* Cllr Brockwell PROPOSED, SECONDED by Cllr Robinson that members approve the Annual Return and complete the Declaration of Assurance for 2014/15. Approval was agreed by all members. Internal Auditors report had been circulated prior to the meeting, together with the Annual Return and balance sheet. The Parish Council accounts will be available for inspection by the public from the 29<sup>th</sup> June to the 24<sup>th</sup> July, and will be sent to the external auditor on the 27<sup>th</sup> July.

b) *Cheque list for May 2015* had been circulated prior to the meeting. Members noted and approved the expenditure of £3689.98.

c) *Grant aid projects:* members were asked to consider projects to be submitted to GBC for Grant Aid.

**119/15 Igas wellsite.**

The Clerk is arranging a meeting.

Cllr Brockwell noted that in June of this year it will be possible to get access to Igas records, under the Freedom of Information Act, so the Council will be able to ascertain

the results of the drilling. He confirmed that the Council will ask an expert to look at the report.

Cllr Brockwell wished to record that the working relationship with Igas is very good, and that they had worked very hard to minimize the impact of their operations on surrounding residents.

120/15 **Albury Landfill site**

The Clerk will re-distribute the minutes of the last restoration sub group meeting.

121/15 **Outstanding matters**

The list was discussed. Cllr Brockwell confirmed that he had discussed pavements with Gary Kirk.

Members discussed Edgeley Park, and the recent unloading of lodges at Sandy lane at 6am. Cllr Brockwell will discuss the legality of their actions with Matt Redfern.

Cllr Brockwell and Cllr Gellatly will deal with the posts around the triangle at Sandy Lane.

122/15 **Councillors business:** *for noting or including on a future agenda*

a) *Lengthsman scheme:* Cllr Gellatly asked if road sweeping was covered under this. Cllr Brockwell explained that there was insufficient money to spread across the 23 parishes in the Borough, and so Albury would not take part at this time. He will meet with GBC to organise some street sweeping.

b) *Brook Residents Association:* Cllr Webb reported that they had carried out a litter pick.

c) *Hurtwood:* Cllr Robinson reported that part of the Hurtwood is to be sold. Cllr Taylor confirmed that part of Shere Manor Estate is to be sold to settle death duties. Concern was expressed about whether new owners would care for the common land in the same way. For example, a food vendor had made a bid to sell food in Walking Bottom car park, and had been turned down by Shere Manor Estate. A new owner may feel differently about that potential income.

123/15 **New Correspondence**

No new correspondence had been received.

124/15 **Open Forum**

a) *Local Committee:* Cllr Taylor advised that he has been appointed chairman. Cllr Wright continues to represent the Borough Council.

125/15 **Dates of meetings**

Full Council:	1 <sup>st</sup> June, 6 <sup>th</sup> July, no meeting in August, 7 <sup>th</sup> September
Planning:	1 <sup>st</sup> June, 22 <sup>nd</sup> June, 13 <sup>th</sup> July, 3 <sup>rd</sup> August
Community Dev:	29 <sup>th</sup> June
Highways:	18 <sup>th</sup> May, 13 <sup>th</sup> July
Paris Plan	8 <sup>th</sup> June, 29 <sup>th</sup> June, 27 <sup>th</sup> July
Village Hall:	22 <sup>nd</sup> June

There being no further business, the meeting closed at 9.15pm.