



# 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 4<sup>th</sup> January 2016 at 7.30pm**

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



**Present:** Cllr J Brockwell (in the chair), Cllrs G Firth, P Gellatly, R Hogben, G Robinson, J Rowland, S Scott, MA von Radowitz, P Webb  
County Cllr K Taylor  
Borough Cllr D Wright

In attendance: The Clerk, Mrs J Cadman

01/16 **Apologies for absence:** all members were present.  
Apologies were noted from Borough Cllr R Billington

02/16 **Declarations of interest:** none were made

03/16 **Minutes of the Meeting held Monday 4<sup>th</sup> December:** were agreed as a correct record of the meeting and signed by the Chairman, after the following amendment: Cllr MA von Radowitz did not attend the meeting, as she was unwell.

04/16 **Matters Arising**

All matters were covered by the agenda.

05/16 **Chairman and Clerks Matters arising**

- a) *Notes from the meeting with GBC councilors Paul Spooner and Matt Furniss:* had been circulated prior to the meeting. It was agreed to have been a very worthwhile meeting.
- b) *Website, dropbox and newsletter update:* members noted that the website is up to date, and that recent letters are still to be added to Dropbox.
- c) *Defibrillator update:* members **agreed** to proceed with the purchase of a new defibrillator, if the insurance company had not agreed the claim within 7 days from the date of this meeting, and to advise them accordingly.

06/16 **Police matters:** the Clerk will ask Sgt Sam Barwood to explain why the police don't always send a report now. Cllr Wright advised that this had been raised at Local Committee and the new local Inspector for Guildford had stated that the police will no longer attend meetings and that all current crimes are publicized on the police website. Cllr Wright had observed that this did not help the need for communication between the police and the public and had asked that all parish councils receive a report before their meetings.

07/16 **Open Forum:** *members of the public are welcome to attend and to ask questions or make representations*  
No member of the public was present.

08/16 **Committee reports:** *Highways, Byways and Open Spaces*

a) *Highways:*

- i. *Mirror:* a member of the public had requested a mirror at the corner of Shophouse Lane. It was **agreed** that it was more important to replace the mirror at the end of Water Lane. In response to a question from Cllr Rowland, Cllrs Taylor and Wright confirmed that there are no regulations where mirrors of this type are concerned.

- ii. *Road closure:* There is a road closure order issued in respect of Shophouse lane in order to sweep the road. The operatives will not sweep the road without a closure order, because of an accident some years ago. This meant that the road was rarely swept and it was agreed that this is not good enough. Cllr Scott will pursue this.
- iii. *Drains:* A meeting will be held shortly to identify the drains that need clearing. Cllr Wright advised that there is a detailed list of drains on the SCC website, together with the cleaning schedule.
- iv. *Signposts:* Mrs McCann had pointed out that Albury is the only village without new village signs. Cllr Scott to reply.
- v. *Narrow roads:* Cllr Firth questioned why the narrow roads in the area did not have a width restriction on them. Cllr Wright advised that doing this would cause big problems with traffic flow.

b) *Byways*

- i. *Farley Green:* Cllr Brockwell had received email communication from the two houses at the August Lane end of Farley Green, expressing concern about the ditch. SCC's Countryside Access team had contributed to the cost of clearing the ditch last year, but had no funds to do the same until the next financial year. Some money might be forthcoming from the Local Committee to do some remedial work to the surface of Ride Lane. Cllr Brockwell asked members to consider whether to allocate up to £2,000 towards the clearing of the ditch this year, and it was agreed that he should ask Doug Chandler for a quotation for clearing the ditch and carting the silt away. The possibility of spreading the silt on the banks would also be considered. The quotation will be emailed to members and an agreement for the work obtained, to be ratified at the February meeting.  
A silt trap will be considered in the spring.
- Members discussed applying for a winter closure on Ride Lane, on the basis that the surface is dangerous and impassable. The Clerk will write to Steve Mitchell, Countryside Access team leader, in this respect.
- ii. *Mardons:* the road has flooded outside Mardons, and they are to be asked to unblock their pipe under the drive, which may solve this problem. Cllrs Brockwell and Scott to look at this.
- iii. *Culvert at the bottom of Little London:* this is full again and needs digging out. Cllr Brockwell will ask SCC Highways to deal with this.
- iv. *Gritter:* Cllr Brockwell has details of SCC agreements with regard to gritting, and will discuss gritting in Albury with them.

09/16 **Committee reports: Community Development**

- a) *Traffic Calming:* Cllr Hogben had sent an update to all members. The design for the gateways has been approved and it is hoped that they will be in place before the end of March. A traffic speed reading will then be taken, with the expectation that there will be a drop in speed.
- b) *Riverside amenity area:* It had been intended to officially open the area with an Easter Egg hunt on Easter Sunday. However, because of the health and safety issues concerning the river when organizing such an event, Cllr Hogben considered it more practical to have the official opening on the Whitsun weekend, and perhaps a barbecue.
- c) *Disabled toilet:* SCC have given a grant of £5,000. Cllr Hogben has submitted an application to IGas for £12,500 and the decision will be made in April. Cllr Rowland will review the builders' quotations. Cllr Rowland will also review the potential of a grant from the Postcode Lottery.
- d) *Albury Matters:* the next edition will be published at the end of February. Cllr Hogben asked members for articles.
- e) *Recognition of exceptional service to the community:* an article inviting nominations has been sent to the Parish magazine and it is hoped to be able to make an award at the Annual Assembly in April.
- f) *Welcome pack:* members would like to see this completed as soon as possible, as it was believed by some that new residents can often go months without

finding out anything about the parish. The point was made that almost everyone receives the parish magazine, and Albury Matters. The Clerk will complete the formatting and discuss the content with the Albury Trust. It would be useful to have a local business advertise on the back page, to help with printing costs. Cllr Brockwell will speak to Lisa Keech. It was agreed that NJM will be asked to print the cover, which will show a picture of Albury, and the contents will be printed in-house.

10/16 **Allotments**  
Cllr Robinson reported that Michael Baxter intends to walk the allotments with the fencing contractors, to confirm what is needed. The Estate will probably carry out the scraping in February, and this needs doing before the fencing. Michael Baxter will be asked for an invoice for both these pieces of work.

11/16 **Committee reports: Village Hall:**  
It has not been possible to find a home for the old piano. Cllr Firth will advertise it on Freecycle. The Clerk to get a picture for her.

12/16 **Committee reports: Planning and Environment**  
*Planning applications received and planning applications determined by Guildford Borough Council*  
a) *Members received a report from Cllr Gellatly:*  
i. *New planning application system:* The Clerk and Cllr Gellatly will be registered to be able to respond to applications. The Clerk will now apply for the equipment promised by GBC to enable the plans to be viewed in a meeting.  
ii. *Edgeley Park:* a Certificate of Lawful Development has been issued for the erection of 8 homes. Cllr Brockwell advised that he had met with Lee Payne, GBC, shortly before Christmas and discussed how the Parish Council's local knowledge could be better utilized.  
iii. *Oakleigh Cottage:* the application has been withdrawn.  
iv. *Albury Mansion:* the listed building consent application for the car park has been withdrawn.  
v. *Jacquins Cottage, Little London:* various unauthorized building works had taken place on this site recently, including raising of ground levels and a new building in the paddock. Cllr Brockwell has prepared an ownership, planning and enforcement history of the site and has passed this to Lewis Bookham.  
b) Planning list of determined applications: circulated prior to the meeting.

13/16 **Committee Reports: Parish Plan committee:**  
a) Minutes of the October meeting had been circulated prior to the meeting.  
b) *Neighbourhood Plan:* Dan Knowles, GBC, had acknowledged the Council's intention to apply for a Neighbourhood plan.  
c) *Information for parish:* a document is being prepared to advise the parish on the current status of the parish plan. This will be discussed with Dan Knowles, to ascertain whether it would be better to do this now, or wait until the Neighbourhood Plan stage.

14/16 **Finance**  
a) *Management report to 30<sup>th</sup> November:* this had been circulated prior to the meeting and the contents were noted and agreed.  
b) *Cheque lists for November and December 2015* had been circulated prior to the meeting. The spend of £1707.06 for November and £9540.73 for December was noted and agreed.  
c) *Proposed budget and precept request for 2016/2017 had been circulated prior to the meeting.* Members **agreed** an increase in the budget of 2%. Cllr Firth PROPOSED, SECONDED by Cllr Rowland, that a precept request of £41530 be submitted to Guildford Borough Council. This was **agreed** by all members.

15/16 **Igas wellsite.**

There were no matters to report.

16/16 **Albury Landfill site**

Members noted that the area is looking much improved. A viewing platform will be discussed with Sita. There is some rubbish on the side of the site nearest Weston Lake (south facing), but Cllr Brockwell will check to see if this has been removed before Sita is contacted.

17/16 **Outstanding matters**

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

18/16 **Councillors business:** *for noting or including on a future agenda*

- a) *Housing Survey:* Cllr Gellatly advised that he had been selected to take part in this survey, and that someone would visit him.
- b) *Brook Crossing:* a mobile café has been using the parking space above Brook Crossing. Michael Baxter has asked to be advised if it is seen.
- c) *Christmas tree:* Cllr Gellatly commended the Chairman on his Christmas tree outside his house, which had looked lovely.
- d) *Overhanging trees in Row Lane:* Cllr Gellatly understood that the Gomshall fire brigade intended to bring their fire engine out to test the lane, but he also understood that there had been another chimney fire and the engine had got through.
- e) *Sherborne A25:* Cllr Firth advised that there had been another accident there. She considered it a very confusing junction, even for local people. Cllr Brockwell recalled that John Hilder had promised a survey of the 3 junctions on the A25, and this would be raised again. Cllr Taylor undertook to talk to John Hilder as well.
- f) *Telegraph:* Cllr Rowland referred to an article in the Daily Telegraph which advised that estate owners would be encouraged to develop on their own land.
- g) *SALV donation:* Cllr Webb asked that this is postponed until the outcome of an application for NHS funding is known.
- h) *Postman:* Cllr Brockwell advised that Gary is leaving the village. Members **agreed** to a gift, of up to £25 in value.

19/16 **New Correspondence**

- a) Mrs Mingo has written to thank the Parish Council for the flowers.
- b) Mrs Wilkie's daughter has written to thank the Parish Council for the flowers and sent a picture of her with her message of greetings from the Queen.

20/16 **Open Forum**

- a) *Cluster meeting funding:* Cllr Taylor advised that £17,500 had been allocated to this group for local projects. It had been agreed to spend half on work to pavements and the other half on equipment.
- b) *Neighbourhood Champions:* Guildford Diocese have an initiative to set up a system of Neighbourhood Champions in the villages. Rachel Guildford at GBC is working on this and has started in Ash. Albury's vulnerable people list was noted, and Cllr Wright will put Rachel in touch with Cllr Webb.

21/16 **Dates of meetings**

|                  |   |
|------------------|---|
| Full Council:    | 1 <sup>st</sup> February, 7 <sup>th</sup> March |
| Annual Assembly: | 18 <sup>th</sup> April                          |
| Planning:        | 18 <sup>th</sup> January                        |
| Community Dev:   | 15 <sup>th</sup> February                       |
| Highways:        | 18 <sup>th</sup> January                        |
| Parish Plan      | 11 <sup>th</sup> January                        |
| Village Hall:    | 29 <sup>th</sup> February                       |

There being no further business, the meeting closed at 9.36pm