



# 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 7<sup>th</sup> March 2016 at 7.30pm**

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



**Present:** Cllr S Scott (in the chair), Cllrs G Firth, P Gellatly, G Robinson, J Rowland, P Webb  
County Cllr K Taylor

In attendance: The Clerk, Mrs J Cadman

**43/16 Apologies for absence:** were received from Cllrs J Brockwell, R Hogben and MA von Radowitz

**44/16 Declarations of interest:** No declarations were made.

**45/16 Minutes of the Meeting held Monday 1<sup>st</sup> February 2016:** were accepted as a true record of the meeting and signed by the Chairman.

**46/16 Matters Arising**

25/16: 118/16e: *Sherborne junction with A25*: members noted that Cllr Brockwell and Cllr Firth had not yet met to discuss this in detail.

28/16: *Newlands Corner*: Members discussed the forthcoming public meeting and action to be taken by the Parish Council. They noted that the Clerk had sent out a newsletter, advising the date and purpose of SCC's public meeting on the 9<sup>th</sup> March. Members **agreed** that Cllr Rowland should attend the meeting and report back, and then a view would be taken on the next course of action and how best to communicate this to the Parish.

39/16e: *Village Hall Piano*: a purchaser has been found on eBay, who took the piano for £5.00, and it has been re-homed. A vote of thanks was recorded to Cllr Firth for having dealt with this and

**47/16 Chairman and Clerks Matters arising**

- a) *Website, dropbox and newsletter update*: the website is up to date, but with *Albury Matters* still to add. Dropbox needs the addition of Planning letters. A newsletter has just been sent out on the subject of Newlands Corner, as noted above.
- b) *Defibrillator update*: All defibrillators are in good working order. Cllr Firth asked if another training session was planned, the Clerk advised that the last was very poorly attended and so it was agreed not to hold another at present.

**48/16 Police matters**

- No report had been received from the police.
- Cllr Scott had attended a Police in your Neighbourhood conference, which concentrated on planned changes to the police force. House burglaries have fallen, as have thefts from cars, whilst domestic violence and rape had increased by a very large percentage, as had cyber crime. The following actions are planned:
  - i. Professional people will be placed in contact centres so that appropriate responses are given to callers.
  - ii. The police will liaise more with mental health departments and hospitals.
  - iii. One officer will deal with a request from beginning to end. In the past, it had been known for one situation to have been dealt with by 27 different

people.

iv. The number of officers will be reduced, each area will have an inspector in charge of sergeants, officers and PCSOs. The aim will be to get the police closer to the community.

Cllr Scott had commented that the police should work more closely with Parish Councils, which was agreed by all other councilors present. Cllr Scott has offered Albury Parish Council's services in a trial communication exercise.

49/16 **Open Forum:**

No member of the public was present.

50/16 **Committee reports: Highways, Byways and Open Spaces**

a) *Members received reports as follows:*

i. Highways: Cllr Scott:

- Toppers Alley had been swept and cleaned. The overhanging trees still need to be dealt with.
- The Street has been swept. The drains need to be cleared.
- Heavy goods vehicles: at the Smithwood common end of the road from Shophouse lane, there had been a sign restricting vehicle weight to 7.5 tons. There is no sign at the Shophouse Lane end. The 7.5 ton sign has now been removed and replaced by one that advises *unsuitable for HGVs*. But there is still no sign at the Shophouse Lane end. Cllr Taylor agreed to help resolve this.

ii. Byways: Cllr von Radowitz: no report had been received.

iii. Open Spaces: Cllr Rowland had looked back at the history of ditches in the parish and noted the conflicting recommendations and decisions.

- Farley Green: It was agreed that the overriding problem is the silt coming from Ride lane, mainly caused by the 4 x 4s that are eroding the banks. Members **agreed** that a seasonal closure should be pursued, noting that it had been turned down before by SCC Rights of Way as the lane drains naturally. The Clerk will discuss this with Cllr Taylor, who agreed to give assistance.
- The ditch will then be monitored to see how much improvement this makes. The Clerk will ask Land and Water for their advice.
- Cllr Gellatly asked the Clerk to seek legal advice on whether the diversion of silt and water into the ditch, caused by the concrete bund created by GBC, constituted a trespass of the Parish Council's ditch.

51/16 **Committee reports: Community Development**

a) *Members received a written report from Cllr Hogben:*

Traffic Calming:

As you all must be aware, work on the Village Gateways is now well under way, with the eastern Gateway now complete apart, from the road markings to accentuate the narrowing, and most importantly, the pair of chain carved 'chimney' posts that will be set in-line on the south side of the road. The work on the western end of the Village commenced today and should be completed by the end of the month. Once the installation is complete, a speed record will be organised to see if there is any sort of notable difference between the before and after our various interventions.

Overall, our association with SCC Highways through Bahram Assadi and Chris Baker has been enhanced with this project, and hope that it stands us in good stead for the future.

Albury Riverside Meadow:

The two picnic tables have now been assembled and located on the meadow; also the two green oak benches and the waste bin have been positioned. All-in-all it is looking good for the grand opening and Family BBQ on Sunday 1<sup>st</sup> June.

Fortunately this Meadow has been developed at no cost to the Parish but, unfortunately, the entire budget of £5,500, which is the amount of grant funding we received from IGas, has been used and there are still some finishing touches that

really need to be organised to make it into a worthwhile community project that we can be proud of: Life belt (£150), Steps down to the water's edge (£450), Notice Board (£450), and around £200 to supply meat for the opening day BBQ. A donation from APC would be most welcome!

Members discussed this application for funding and **approved** the purchase of a lifebelt, at a total cost of £150, to include fixings. They did not agree to the noticeboard, and suggested that the public were asked to bring their own food to the opening day BBQ.

Members requested more information on the steps, and whether permission has been sought from the Estate for their installation.

Memorial Library, Disabled Toilet:

As you know we have been given a grant of £5,000 from SCC Community Fund and we have put in an application for a further £12,500 from IGas which we should hear by end April if we are successful. With the planning permission in place, and if all goes well from the financial point of view, work can commence as soon as the preferred contractor is able to start. Hopefully this could be completed by the end of summer.

Albury Matters:

Unfortunately delayed until late spring!

Recognition of Exceptional Services to the Community:

Copy for this awards programme has been sent through to the Parish Magazine, and sent out by e-mail to many residents to remind them that the deadline for nominations at the end of this month. The judging panel, perhaps three councillors, will have to sit and make decisions on Sunday 3 April so that Certificates, mounts and frames can be organised for the Annual Assembly on the 18<sup>th</sup>.

*b) Welcome pack:* members had been reminded that their feedback was requested on the draft circulated in February. Members **agreed** that Cllr Scott and the Clerk will complete proposals for the welcome pack, for approval at the April meeting.

52/16 **Allotments**

Cllr Robinson reported as follows:

- A meeting had been arranged for the following day with Michael Baxter, to discuss what needs to be done. Cllr Robinson will also meet with the men who will do the grading and fencing. An allotment committee meeting will be held shortly, to discuss the results of this meeting.

53/16 **Committee reports: Village Hall:**

The recent village hall meeting had been cancelled, as attendance would have been low. Income for the year is on target to reach budget. The boiler is causing some heating problems but this is being addressed.

54/16 **Committee reports: Planning and Environment**

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

*a) Members received a report from Cllr Gellatly as follows:*

- i. Dilton Farm:* the applicants had lost their appeal.
- ii. Newlands Corner:* Cllr Scott commented that there were a number of banners on the fencing at Newlands Corner. He will take a further look and report back.
- iii. Tyting Farm:* As a result of development elsewhere, which has taken some natural green heathland space, Tyting farm has been identified as the replacement green space site. SCC are planning double fenced footpaths across the site, with parking opposite White Lane Farm. It was agreed to alert Cllr Billington to the Council's concerns about

urbanization of this as yet unspoilt piece of countryside and the problems of extra traffic on White Lane. Cllr Taylor agreed to talk to St Martha's parish council and ascertain their views.

- b) *Report on new planning process:* Albury Parish Council has consultee access in the new process, which has not yet been implemented. There is no progress to date on new equipment for accessing plans on the internet at planning meetings.
- c) Planning list of determined applications: had been circulated prior to the meeting.

55/16 **Committee Reports: Parish Plan committee:**

- a) Minutes of the last meeting had not been received.

56/16 **Finance**

- a) *Management report to 31<sup>st</sup> December 2015 :* had been circulated and were noted and approved.
- b) *Cheque lists for January 2016* had been circulated and the expenditure for the month of £3217.55 was noted and approved,
- c) *External audit:* Information on audit procedures for smaller councils had been circulated prior to the meeting. The Clerk advised that, following the demise of the Audit Commission, Councils with an expenditure of over £25,000 pa were given two alternatives. By law, every authority will still have to complete and publish an annual financial return, in addition to an internal audit. If the Council opts in, the Smaller Authorities Audit Appointments Ltd (SAAA) will appoint an external auditor. If the Council opts out, an independent audit panel will have to be appointed. This panel will consider who to appoint and will make a recommendation to the authority, who will have to ratify the authority's decision. Only accounting firms that have met certain licensing criteria can be appointed. The Clerk pointed out that the assurance to the Council came from the thorough internal audit, and that an appointed external auditor would be the simplest and most straightforward option. Members agreed to accept her recommendation and to Opt In to the new arrangements.
- d) *Parish Council grants for 2015:* list of grants given in 2014 had been circulated prior to the meeting. Members **agreed** the following grants: Friends of the Hurtwood: £500; Albury Churches: £200; Surrey Air Ambulance: £300. Members **agreed** an additional grant to the team who are putting together a celebration for the Queen's 90<sup>th</sup> birthday, of £350. Confirmation of the grants listed was PROPOSED by Cllr Robinson, SECONDED by Cllr Rowland, with all in favour.

57/16 **Igas wellsite.**

Their planning application is currently with Surrey County Council.

58/16 **Albury Landfill site**

Nothing to report.

59/16 **Outstanding matters**

The list had been circulated and was noted.

60/16 **Councillors business: for noting or including on a future agenda**

- a) *Village postman:* Gary had now moved from the village. Cllr Brockwell would be asked to further the present from the Parish Council.
- b) *Hedge at the bottom of Lockhurst Hatch Lane:* has not been cut. The Clerk will pursue this, bearing in mind that the end of the season for cutting back hedges is at the end of March.

61/16 **New Correspondence**

No new correspondence has been received.

62/16 **Open Forum**

No member of the public was present.

**Dates of meetings**

Full Council: 4<sup>th</sup> April, 9<sup>th</sup> May

Annual Assembly: 18<sup>th</sup> April

Planning: 21<sup>st</sup> March

Community Dev:

Highways:

Parish Plan

Village Hall:

There being no further business, the meeting closed at 9.25pm.