



# 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> April 2016 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

Borough Cllrs R Billington and D Wright

In attendance: The Clerk, Mrs J Cadman

64/16 **Apologies for absence:** were received from Cllrs G Firth, J Rowland, MA von Radowitz and P Webb

65/16 **Declarations of interest:** none were made.

66/16 **Minutes of the Meeting held Monday 7<sup>th</sup> March 2016:** were accepted as a true record of the meeting and signed by the Chairman.

67/16 **Matters Arising**

*46/16: 28/16: Newlands corner:* Cllr Wright urged the Council to respond fully and vigorously to SCC's plans for Newlands Corner, on behalf of their residents. He believed that this Council's objections would serve to reduce the scale of their proposals. It was **agreed** to write to SCC expressing this Council's concerns about the increased traffic, the access and the potential increased danger to pedestrians, subject to receiving a report from Cllr Rowland, who attended the public meeting on the 9<sup>th</sup> March. **Agenda item:** May meeting, to decide on the next course of action and how to communicate this to the parish.

*50/16:iii: Ride Lane:* the process has been started to apply for a TRO on Ride Lane.

*50/16: iii: Farley Green Ditch:* Roger Taylor has advised the Council that legal action for trespass is unlikely to succeed. The Clerk read his letter at the meeting and it was **agreed** to follow his suggestions.

*51/16: Riverside Meadow:* The Estate is content to leave the issue of the steps to the Parish Council's risk assessment. Cllr Hogben has applied to the Environment Agency for permission to install these.

*6016b: Hedge at the bottom of Lockhurst Hatch Lane:* this has been cut back.

68/16 **Chairman and Clerks Matters arising**

- a) Annual Assembly: a flyer will be delivered around the village in the next few days and the event advertised by newsletter and on the website. The Mayor of Guildford will attend, the village societies and Albury Estate have been invited, the first Community Awards will be given. The Clerk will arrange the refreshments in full this year, members will not be asked to bring a plate of food.
- b) Prudential Ride London: the cycling events will take place on 31<sup>st</sup> July. Further information at [www.prudentialridelondon.co.uk](http://www.prudentialridelondon.co.uk).
- c) Telephone Kiosk at Farley Green: the Clerk has been advised that only two calls have been made from the kiosk in the last two years and it was therefore PROPOSED by Cllr Hogben, SECONDED by Cllr Robinson, with all in favour, to accept BT's recommendation that the Council adopt the kiosk instead. Steps will also be taken to adopt the kiosk at Brook, which GBC had prevented in 2009. The Clerk will enquire whether it is possible to cease adoption in years

to come.

- d) *Website, dropbox and newsletter update:* the Annual Assembly will be advertised on the website and by newsletter.
- e) *Defibrillator update:* they are all in working order.

69/16 **Police matters**

PCSO Damon Young had advised that there were no reported crimes in the area over the last month.

70/16 **Open Forum:** *members of the public are welcome to attend and to ask questions or make representations*

No members of the public were present.

71/16 **Committee reports:** *Highways, Byways and Open Spaces*

a) *Members to receive reports as follows:*

i) Highways: Cllr Scott:

- a) The pavements in the centre of Albury and Tupperts Alley have been swept.
- b) Shophouse Lane: the owners of The House are seeking legal advice to find out who owns the ditch. In the meantime, they will arrange for the brambles to be cleared. We will contact them again in a month to establish progress.
- c) De-cluttering: Cllr Brockwell and Cllr Scott had drawn up a list of street furniture to be removed. They will have a meet with Bahram Assadi to establish what signs must be kept and will bring recommendations back to the next Parish Council meeting. The list will also be passed to Peter Hitchens from SCC who is preparing a report on behalf of the Surrey Hills Decluttering Working Group for presentation to the June Local Committee meeting.
- d) Dunsfold application: the Clerk has written to Waverley Borough Council concerning the potential huge increase in traffic through Albury and the lanes throughout the parish as a result of this application for housing, as cars seek ways around the A281. She will send a copy to the Local Committee transportation group.
- e) Road sweeping: Cllr Hogben requested that 24 hours notice of a street clean be given, so that cars can be moved off the road and a proper sweep done. Cllr Brockwell advised that this had been discussed with Gavin Ghillies, and it seemed that the sweep crews did not work to a schedule. Cllr Scott will talk to him again.
- f) Overhanging trees in Tupperts Alley: the Clerk will establish whose these belong to and write to the owners.
- g) 7.5 ton sign on Shophouse Lane: Cllr Taylor is assisting with this.

ii) Byways: Cllr von Radowitz: she had advised that some stiles need to be repaired or replaced. The Clerk will seek further details.

iii) Open Spaces: Cllr Rowland: no report had been received.

72/16 **Committee reports:** *Community Development*

*Cllr Hogben reported as follows:*

- a) *Traffic Calming:* The chain-carved 'Chimney' Posts to compliment the two Gateways for the village are due to be completed and delivered by this Friday, 8 April. The SCC Highways Contractors have been organised to install them, with the work starting on Monday 11 April.  
The perceived narrowness of the gateways will be exaggerated by the appropriate white lines at the Gateways and once this final phase has been completed a speed record will be installed to see if this work has made any discernible difference over the last record that was taken a couple of years ago.
- b) *Albury Riverside Meadow:* The finishing touches to the Riverside Meadow are all it needs for the grand opening and Family BBQ on Sunday 29 May.  
A life buoy has been purchased and will be installed, once clear ownership has

been marked on the buoy. Various informative signs are being organised, and will be in place by the end of the month, also the requirements of the Risk Assessment are currently being looked at and the necessary action will be taken. Alongside of these items, there are some ideas for some sort of low impact Trim Trail both in the water and at the top end of the Meadow within the tree line. There is around £3,000 of some very old S106 money that is almost on the brink of, 'use it or lose it'. It is therefore proposed that a small scheme be quickly drawn up so that this money is drawn down into our coffers, and is not lost.

The application for the construction of the steps has now been submitted to the Environment Agency. If this is not received in time for the opening, it is imagined that natural steps will be cut into the bank as a temporary measure. A community work group to make the final touches to the Meadow is going to be organised for the end of this month.

As you know this asset has been developed at no cost to the community and to make sure that the venture is successful Cllr Hogben is of the opinion that it is important that the BBQ on the opening day should be free of charge to entice a good number of residents to be there. A couple of cooks have been organised and the Church Marquee in case of inclement weather, a contribution from the APC, towards the cost of the meat should be forthcoming.

Members had not been in favour of funding a barbecue at the March meeting, but a decision had not been made. Cllr Hogben had two volunteers to run a barbecue, but considered that it would be unmanageable for people to bring their own food to be cooked. He advised that the food would be simple, sausages and burgers, and that numbers would be established by asking people to collect tickets from the post office. Cllr Brockwell PROPOSED that a grant of £200 be made for this purpose. This was SECONDED by Cllr Hogben. Four members were in favour, there was one abstention.

c) *Memorial Library, Disabled Toilet:* We have been awarded a £2,000 contribution from IGas, so our thanks to them. Unfortunately, this still leaves us some £10,000 short of the amount of funding that's required. Any suggestions would be most gratefully received.

d) *Albury Matters:* The next edition will be Spring/Summer, hopefully published at the end of this month.

e) *Recognition of Exceptional Services to the Community:* There have been some 20 responses, nominating 8 people within the parish that ought to be recognised. For this inaugural event Certificates will be presented at the Annual Assembly on the 18<sup>th</sup>.

The Master Origination for these Illuminated Certificates has been procured for the modest sum of £75 and will be able to be used for many years to come. The total cost for this P.R. project is less than £100, excluding this origination, which should be regarded as an asset for the Parish Council.

f) *Riverside amenity area:* the risk assessment carried out by the Clerk on the area had been circulated and was discussed and noted for action where necessary.

g) *Welcome pack:* the final draft will be circulated shortly and the booklet will now be progressed.

## 73/16 Allotments

Cllr Robinson had recently met with the Estate, and had held a committee meeting shortly after.

a) Fencing and clearance work: quotation had been circulated prior to the meeting. Cllr Robinson pointed out that the total cost, of £7120 + vat, did not include a water supply. The Allotments Committee recommended that this quotation be accepted and the work started. Cllr Brockwell PROPOSED that the committee's recommendation be accepted, SECONDED by Cllr Gellatly, with all in favour.

b) Water: Cllr Robinson is investigating the possibility of taking a spur from a stopcock at the bottom of the Warren. If Thames Water agreed this, Michael Baxter had agreed to use his people to pipe water from there to the allotments.

- c) Chris Parrish is looking into rules and regulations and how the allotments should be presented.
- d) The suggestion that a club house should be provided for common storage was not agreed.
- e) It was suggested that the Estate should be asked for a contribution towards the cost of the work, or the water supply, as these are their allotments and maintenance has been neglected over the years.
- f) As the demand for an allotment is currently not high, it was agreed that unused allotments should be covered with black plastic until needed, to keep weeds under control. The committee will consider advertising the allotments outside the parish, but the problem would be lack of car parking.
- g) Size of allotments: Cllr Hogben suggested that the size of allotments should be smaller, so that they generated more income. It was agreed that it was preferable to give something back to the parish, rather than trying to make the allotments profitable.

74/16 **Committee reports:** *Village Hall:*

The income from hall lettings over the past financial year has been higher than the £10,500 budget, but will not cover the running costs.

75/16 **Committee reports:** *Planning and Environment*

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

a) *Members to receive a report from Cllr Gellatly:*

- i. *Hunters Hill:* The small complex of houses has been started and an application made for the replacement house.
  - ii. A discussion took place on this Council's views on the planning department at GBC refusing small developments of new houses and it was agreed that this was a strange approach when new houses are so badly needed and the Council have a housing quota to fill.
  - iii. There are items on the Borough Council's enforcement list that are four years old.
- b) *Report on new planning process:* the Clerk has established that four councils are currently trialing the paperless plan system. All others will continue to receive plans for the time being. The officer dealing with the hardware needed for each parish council is working through a backlog at present, and more information will be sent out in due course.
- c) Planning list of determined applications: had been circulated prior to the meeting.
- d) *Dunsfold village:* see [www.dunsfoldvillage.co.uk](http://www.dunsfoldvillage.co.uk): this had been discussed under 71/16.

76/16 **Committee Reports:** *Parish Plan committee:*

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

77/16 **Finance**

- a) *Management report to 29<sup>th</sup> February 2016* : had been circulated prior to the meeting and was noted and agreed.
- b) *Cheque list for March 2016* had been circulated prior to the meeting and the expenditure of £7188.84 was noted and agreed.

78/16 **Igas wellsite.**

The Clerk was asked to establish the date for commencement of work on site.

79/16 **Albury Landfill site**

The Clerk is liaising with Eleanor Crick regarding a meeting date.

80/16 **Outstanding matters**

The list was circulated prior to the meeting and was noted.

- 81/16 **Councillors business:** *for noting or including on a future agenda*
- a) *Network Rail:* have advised that they are cutting back trees next to the line from Shalford to Wootton.
  - b) *Monday café:* had written to thank the Council for the new microwave, which made it possible for them to heat milk for hot chocolate.
  - c) *SANG re Tyting farm:* this was discussed and it was agreed that parking on White Lane would be a problem.
- 82/16 **New Correspondence**  
No new correspondence had been received
- 83/16 **Open Forum**  
No matters were raised.
- 84/16 **Dates of meetings**  
Full Council: 9<sup>th</sup> May  
Annual Assembly: 18<sup>th</sup> April  
Planning: 11<sup>th</sup> April  
Community Dev:  
Highways:  
Parish Plan  
Village Hall:

there being no further business, the meeting was closed at 9.50pm.