



# 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 5<sup>th</sup> September 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, J Rowland, S Scott, P Webb

Borough Cllrs R Billington and D Wright

In attendance: The Clerk, Mrs J Cadman

**152/16 Apologies for absence:** were received from Cllrs G Firth, R Hogben, G Robinson and MA von Radowitz. County Cllr K Taylor had also sent his apologies.

**153/16 Declarations of interest:** none were made.

**154/16 Minutes of the Meeting held Monday 4<sup>th</sup> July 2016:** were agreed as a correct record of the meeting and signed by the Chairman.

**155/16 Matters Arising**

134/16:113/16: *Newlands corner*: the letter written to SCC as a result of the meeting held on the 11<sup>th</sup> July had been circulated prior to the meeting and was noted.

134/16:128/16b: *Untold Theatre*: further information had been circulated prior to the meeting. Members were asked to decide whether to pursue this and agreed the clerk should circulate this information to people and groups in the village who might be interested in pursuing this proposal. Members also agreed that there should be no financial impact for the Parish Council.

134/16:128/16c *Parish Flagpole*: **Agenda item:** October meeting

137/16: *Speed recording equipment*: the wrong equipment was delivered, Cllr Brockwell will contact Bahram Assadi to resolve this.

148/16a: *Hermes distribution*: this has been reported to Enforcement and is on Lewis Bookham's case list.

148/16b: *Re-profiling the road at Brook Crossing*: the Clerk has arranged a meeting with Bahram Assadi on Friday 16<sup>th</sup> September to discuss the proposed diversion route. Mr Assadi has advised that neither the start date nor the diversion route have yet been agreed. Cllr Brockwell will also attend this meeting.

148/16c: *Dogs on Farley Green*: the dog warden has been informed and has asked that people advise him directly when they see a nuisance, so that he can obtain descriptions and timing. He will also monitor the area and put up notices. The Clerk will ask him if he will talk to the managers at Edgeley Park, where the dog walkers come from.

148/16d: *Unallocated Reserves*: members debated whether some could be used towards the cost of the disabled toilet. It was agreed that firstly Cllr Rowland would draw up an accurate specification for the work, and bids would be invited for the work on this specification. Once more accurate costs were known, members would review the proposal to use Parish Council funds for this purpose.

148/16e: *SALV*: a grant for £2000 has been sent, towards the purchase of a generator. Cllr Brockwell has received a letter of thanks from their Chairman.

148/16f: *Knotweed*: this has been reported to GBC.

148/16h: *Royal Surrey Hospital*: members agreed unanimously to fund the cost of a temporal thermometer for the Albury Ward at the RHS, information having been circulated before the meeting.

**156/16 Chairman and Clerks Matters arising**

- a) *Website and newsletter report*: the Clerk is resolving an administration access problem with the webmaster.
- b) *Defibrillator report*: new pads have been ordered.
- c) *Insurance renewal*: members to agree to renew the Council's insurance, through Came and Co, with one of the companies put forward: Aviva, Hiscox or Ecclesiastical. Comparison information had been circulated prior to the meeting and members agreed to accept the Hiscox quotation.
- d) *Letter of thanks*: Cllr Brockwell has received letter of thanks to the Council for their hard work from Mr and Mrs Farrar.
- e) *Chairman*: Cllr Brockwell gave formal notice that he wished to stand down as Chairman at the end of the current local government year. He would be happy to work with the next chairman from Christmas until the end of March.

157/16 **Police matters**

The Clerk was asked to respond to the recently circulated survey and to point out that the questions did not apply to Albury and that, because the Council was no longer supplied with statistics, it was not possible to answer many of them. It was agreed that communication is not good. Cllr Scott had offered Albury as a trial village for communications at a recent police liaison meeting, but this had not been followed up by the police.

158/16 **Open Forum**: *members of the public are welcome to attend and to ask questions or make representations*

No members of the public were present.

159/16 **Committee reports**: *Highways, Byways and Open Spaces*

- a) *Members received reports as follows*:
  - i. *Highways*: Cllr Scott reported that he had chased Rob Fairbanks re signage and finger posts for Farley Green. He had observed that a number of other parishes had benefitted from new signs and Cllr Wright undertook to speak to Rob Fairbanks about this.  
Cllr Scott has received confirmation from Galvin Gillies that he cleans three quarters of Water Lane and has asked him to advise when it was last done.  
Cllr Scott advised that he next intends to deal with drains.
  - ii. *Byways*: Cllr von Radowitz: no report had been received.
  - iii. *Open Spaces*: A vote of thanks was recorded to Cllr Rowland for his work on the proposals at Newlands Corner.  
Members agreed that the issue of the ditch at Farley Green needs to be resolved. Cllr Brockwell advised that the contractors, Poulson, who are approved by SCC and had made a good job of clearing a ditch in Ewhurst. Cllr Brockwell wished to investigate this option further, as it appears that the Parish Council own the ditch which runs next to the road in Farley Green, and this also needs work done to it. Cllr Rowland agreed to pursue this.  
Newlands Corner: it was noted that there is no further action to take until SCC advise the action they are taking on their proposals.
  - iv. *Bus shelters*: the bus shelters on The Street (New Road) and Park Road are in need of re-felting. The bus shelters at Park road and Shophouse Lane need replacement wood at the bases. The Clerk has been quoted £250 plus £140 materials for the re-felting, and £750 plus £152.75 for the repairs. Members asked for alternative quotations and agreed an expenditure of up to £1500 for this work, the Chairman and Clerk to select the contractor.

160/16 **Committee reports**: *Community Development*

- a) *Minutes of the meeting held 1th July* had been circulated prior to the meeting.
- b) *Guildford in Bloom Awards*: the Parish Council has won an award, which will be presented at a ceremony at Burchatts Farm Barn on the 14<sup>th</sup> September.
- c) *Cllr Hogben send the following report*: the planters in the Street will soon need

freshening up and re-stocking for the autumn/winter season. There is a team of volunteers for the work, but the plants themselves will need to be purchased. With 12 metres of space to fill, at a cost of £5 per plant, the total cost will be £240, which members approved, as this money can be allocated from the committee's budget.

**161/16 Allotments**

- a) Minutes of the meeting held 11<sup>th</sup> July had been circulated prior to the meeting. Members noted that the rabbit fencing had been completed.
- b) Quotation from Thames water to run a water supply to the allotments had been circulated prior to the meeting. Members agreed to proceed with this, and noted that Albury Estate are to dig the necessary trench to lay piping between the new stopcock and meter and a standpipe in the allotments.

**162/16 Committee reports: Village Hall:**

Cllr Brockwell reported that currently bookings will bring an income of £10,030 for the year, with a budgeted income of £10,500. As a number of bookings are still to come in, the budgeted income will be exceeded. Cllr Wright congratulated the Parish Council greatly improving the finances of the village hall.

**163/16 Committee reports: Planning and Environment**

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

- a) Cllr Gellatly advised that there are no new issues to report but concern was noted about the fact that applications for new housing in this village are invariably rejected by Planning Development Management.
- b) Planning list of determined applications: had been circulated prior to the meeting.
- c) Cllr Brockwell and Cllr Billington will meet with Joanna Searle from Enforcement on the 13<sup>th</sup> September.

**164/16 Committee Reports: Parish Plan committee:**

- a) *Parish Plan progress report*: members confirmed their agreement to the expenditure of £370.50 on the document delivered to residents on the parish to update them on progress.
- b) *Neighbourhood Plan*: members were asked to agree that the Parish Council should now put the steps in place to progress to a neighbourhood plan, but proposed that this matter is deferred to the October meeting, when it is hoped that all members will be present. Cllr Scott believed it important that it is clear from the beginning who is taking responsibility for which area. Cllr Rowland would like more information on what is involved. Members were directed to the Action in Rural Sussex website.

**165/16 Finance**

- a) *Cheque list for July and August 2016* had been circulated prior to the meeting. Members noted and approved the expenditure of £14,459.77
- b) *Management report to end of July 2016* had been circulated prior to the meeting and was noted.

**166/16 Igas wellsite.**

Nothing to report.

**167/16 Albury Landfill site**

*Report from Gasrec*: all operations have ceased at Albury, but the site is still to be restored. Gasrec are now focusing on LNG and still have plans to grow the business. They are looking for a new source of Bio gas.

**168/16 Outstanding matters**

The list had been circulated prior to the meeting. The Clerk would request a picture for the cover of the welcome pack from Cllr Hogben.

**169/16 Councillors business:** *for noting or including on a future agenda*

- a) *Ride Lane:* SCC intend to place a TRO on the lane, but do not plan to spend any money on improving the surface.
- b) *Vulnerable people:* Cllr Webb will place an article in the Parish Magazine. There had been no calls for help last year, as it had been a very mild winter.
- c) *New Youth Club:* Cllr Brockwell had been advised by the Rector that an older childrens youth club will start on Friday evenings, following the current youth club for younger teenagers. This will be funded by the Lychgate Youth Trust. They will need a storage area for bulky items and had suggested a metal shed between the two buildings. Members agreed this as a short term solution, Cllr Brockwell will discuss this with Michael Baxter.

**170/16 New Correspondence**

No new correspondence had been received.

**171/16 Open Forum**

No members of the public were present.

**172/16 Dates of meetings**

Full Council:	3 <sup>rd</sup> October, 7 <sup>th</sup> November
Planning:	26 <sup>th</sup> September, 17 <sup>th</sup> October
Community Dev:	19 <sup>th</sup> September
Highways:	14 <sup>th</sup> November
Parish Plan	
Village Hall:	26 <sup>th</sup> September

There being no further business, the meeting was closed by the Chairman at 9.22pm.