



# 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> October 2018 at 7.30pm**

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



**Present:** J Rowland (in the chair), Cllrs J Brockwell, S Dennis, R Hogben, P Webb, P Yeoman.

**105/18 Apologies for absence;** Cllr S Scott, G Robinson, The Clerk, Mrs J Cadman

**106/18 Declarations of interest:** *Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter*  
None were made

**107/18 Minutes of the Meeting held Monday 2<sup>nd</sup> July.**

Minutes were reviewed and signed by the Chairman, after the following amendments

### **Traffic:**

Proposals to lay traffic monitoring wires at the village hall, the Drummond and at the Chilworth entry of the village were discussed. It was noted that a 7 day trial will cost £540. Cllr Dennis was of the view that another could be laid further out of the village, possibly at Weston House. It was agreed to discuss these proposals in more detail at the next Highways and Byways meeting

### **Open Spaces:**

Members discussed adult exercise equipment and agreed to review the purchase of two pieces, with the object of promoting health in the community. Cllr Rowland suggested he could buy the pieces from the Parish Council if the community did not use them. Members agreed that Cllr Rowland should choose the pieces and also investigate a trim trail and report back to Council.

### **Neighbourhood Plan:**

The core committee will discuss and meet potential members of the new Steering Committee at a meeting on September 25 at which Dan Knowles of GBC will do a presentation.

### **Village Hall Debts:**

Schedule of current debts and proposed action: Members agreed to review the debt for 2016/17 and report at the September meeting.

**108/18 Matters Arising**

Other than those contained in the agenda.

- a) *Defibrillator report.* Cllr Brockwell confirmed he had agreed to meet with Michael Baxter and the Manager of the Cafe with the intention of agreeing a revised location for the Defibrillator. JB would then fix it in the new location
  
- b) *Royal Mail Group:* The Clerk had received a letter replying to that of Council objecting to the closure of the Albury Sorting Office. The letter (from the Chief Executive Royal Mail) was

discussed and it was agreed that it offered little in the way of reassurance regarding the fate of the Sorting office and Closed Counter Services. Meanwhile it was agreed the Parish Council will continue to offer support to both Pratts Stores and the new General Store.

Cllr Rowland is to circulate to all Councillors a copy of the Meeting minutes from 2012 to 2013. These refer to the Post Office/Pratts Stores and the attempts made by Michael Baxter and The Council to find solutions to retain the Post Office as a viable concern once the inevitable withdrawal of income from the Sorting Office and the Closed Counter ceased.

- c) *Guildford Lane:* Cllr Taylor has advised that he has agreed to spend £940 of his allowance on some work to resolve the flooding problem at the junction of Guildford Lane and White Lane Farm. Cllr Brockwell to write to Cllr Taylor pointing out that whilst these works had gone ahead the effect had been the reverse of that intended. He would also point out that the works were the responsibility of Surrey Highways and should not have been paid from Cllr Taylors allowance.

109/18 **Chairman and Clerks matters arising**

- a) *Website report.* It was agreed that by the next meeting members should read the website and report any errors within the script as well as make any suggestions regarding content.
- b) *Defibrillator at Albury Sports Club:* The Club have raised funds to buy a defibrillator, which will be mounted at the Clubhouse. They have submitted a request to the Parish Council for a grant to purchase an outside cabinet, at a cost of £495.95 + vat. It was agreed that the Council will not offer to pay for the Defibrillator cabinet.
- c) *Development of Clubhouse:* The Sports Club have asked for support with their planning applications. They have also requested a grant towards the storage building, cost in the region of £20,000, and suggest that, if the Parish Council could assist with this, part of the storage area could be allocated for the storage of parish council equipment. The Sports Club are seeking grants from a number of other sources. The redevelopment of the clubhouse will cost in the region of £450,000 for the larger proposal and £250,000 for the smaller proposal. It was agreed that before the council could consider any contributions, the Sports Club must first provide a detailed business and development plan for review by the Council and thereafter present these plans to the Council explaining why these plans cannot be funded from the Sports Clubs own income from members subscriptions
- d) *Surrey Air Ambulance:* Have suggested giving a presentation to the Parish Council or to the Parish. The Council fully supports the work carried out by Surrey Air Ambulance and as such members would be very pleased to invite them to speak at the Annual Assembly 2019. Clerk to arrange.
- e) Cllr Dennis put forward the suggestion that, the Parish Council review how it will commemorate the 100 year anniversary of Armistice Day, either by laying a wreath or display of poppies. The Parish has no war memorial. Cllr Brockwell undertook to see if there are any poppies in storage within the Village Hall and report back to Cllr Rowland.  
Cllr Hogben noted that the only memorial in the Village was within the Village Hall so this idea may not be viable. It was agreed that poppies could be laid next to "Our Pals" statues and that for this occasion that they could be moved to more prominent positions in Farley Green, and the junction of Sherbourne/New Road and on the Village Green opposite the Post Office. Cllr Rowland to discuss with Cllr Robinson

110/18 **Police matters:** the following were reported in the month of July: 1 violence and sexual crime near the Street; 1 violence and 1 anti-social behaviour on the Drove Road; 1 anti-social behaviour Mill Lane; 1 anti-social behaviour Belmont Copse. **Noted**

111/18 **Open Forum:** members of the public are welcome to attend and to ask questions or make representations

There were no members of the Public in attendance. Cllr Rowland confirmed that it is his intention to be available for private consultation with members of the Parish every other week for two hours in the Village Library.

Members agreed this was a good idea but that it needed to be publicised to the Parish as a whole. Cllr Rowland to confirm dates.

**Committee reports:** to receive brief reports on the following:Highways, byways:

Cllr Brockwell confirmed that he is currently carrying out a full survey of footpaths and kissing gates & stiles

Cllr Brockwell will provide an Agenda for the next Highways and Byways meeting.

Traffic:

It was agreed that this would now form part of the overall highways and Byways meeting although Cllr Robinson will still Chair this section of the meeting.

Outdoor maintenance:

- a) Cllrs Brockwell and Yeoman are agreeing a maintenance schedule for publication in advance of the next meeting.
- b) Cllr Hogben to obtain a quote for supply and delivery of two new planters which will be placed outside Orchard House at the request of the owner as a means of preventing cars parking outside the Entrance Doors. The owner has agreed to pay £250. Cllrs Hogben and Yeoman stated that this was a safe budget. Cllr Hogben to confirm planter cost during the course of the next week
- c) Cllr Yeoman confirmed he had organised for the village green grass to be cut.

Open Spaces: Cllr Rowland reported that he had discussed with Michael Baxter the use of some Estate land adjacent to the Sports Club for the use as a trim trail; Cllr Rowland to progress

Planning and Environment:

- a) Cllr Rowland apologised for not issuing the minutes of the planning Meeting held on 24 September. He confirmed that the meeting was attended by Cllrs Rowland, Brockwell and Hogben and that the following Applications were reviewed

**18/P/01721 RE: Hunters Hill, Shophouse Lane, Albury, Guildford, GU5 9EQ**

*New outdoor swimming pool and sun terrace to rear garden of dwelling.*

No objection

**18/P/01777 and 18/P/01778 The Old Cottage, Little London, Albury, Guildford, GU5 9DG**

*Proposed conversion of garage to artist's studio and storage area with insertion of roof lights to the front elevation and bi-fold doors and Listed Building Consent for internal alterations and remedial works to the main house comprising of new door opening on the ground floor, relocating the bathroom to the first floor and closing up a door opening.*

No objection

**18/P/01747 Byways, Shophouse Lane, Albury, Guildford, GU5 9EQ**

*Construction of a below ground outdoor swimming pool*

No objection

Village Hall:

This will remain in Cllr Brockwell's portfolio.

Allotments

It was agreed that a full review of the allotments management is required as there has been no report on this portfolio for some time. Cllr Rowland to discuss with Cllr Robinson.

**Neighbourhood Plan**

Cllr Dennis reported as follows:

Housing Needs Survey:

Return date for HNS is the 1 October 2018 and that a review meeting with Louise Williams from Surrey Community Action will be held in the Village Hall at 2pm on the 8 October 2018. Potential members of the Steering Group have been invited

Steering Group:

A kick Start meeting with potential members of the enlarged Steering Group was held on the 25

September. The purpose of the meeting was for Dan Knowles of GBC provide a Slide Show presentation about planning and the Neighbourhood Plan process. This is the presentation he showed to council earlier in 2018.

A copy of this slide show will be circulated to Council Members by Cllr Rowland

The meeting was attended by Cllrs Rowland and Brockwell, and Julia McClung, the administrator, and 9 residents of the Parish. The presentation was well received by all attending

*Visioning Workshop;*

As a follow up to initial Kick Start Meeting a Visioning Workshop will be held in the Village Hall on the 14<sup>th</sup> November for the Steering Group only. This will be run by Jon Dowty consultant from Homer O'Neill.

114/18

**Finance**

- a) Cheque list for July, August and September 2018 was approved by the Council
- b) *Bank reconciliation:* Cllr Brockwell to review with the Clerk and report at next meeting
- c) *Management report to date:* Cllr Brockwell to review with Cllr Rowland and the Clerk in advance of next meeting

115/18

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

Cllr Webb asked all members to note that the SALV AGM will be held on Monday 29th October at 8pm in Shere Village Hall. At the meeting the doctors will be talking about new developments at the surgery and introducing the new doctors. The evening ends with a glass of wine and the chance to talk to the doctors.

116/18

**New Correspondence:** *tabled at the meeting.*

- a) Letter of thanks from Phyllis Tuckwell Hospice Care for the donation made in memory of Lisa Keech
- b) Guildford Book Festival 6<sup>th</sup> to 14<sup>th</sup> October: Festival Programme
- c) Guildford Environmental forum Newsletter
- d) Surrey Hills Society newsletter
- e) Guildford Borough's Big Draw: booklets
- f) CPRE Countryside Voice and Field Work
- g) Local Council Review
- h) SCC Get online week: booklets
- i) SCC starting school: leaflets

117/18

**Dates of meetings**

Full Council:	5 <sup>th</sup> November, 3 <sup>rd</sup> December
Planning:	15 <sup>th</sup> October
Highways:	8 <sup>th</sup> October
Maintenance:	8 <sup>th</sup> October
Village Hall:	3 <sup>rd</sup> December
SCC Local Committee:	