



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 13th April 2020 at 7.30pm

BY REMOTE ACCESS



Present: Cllr J Rowland (in the chair), Cllrs S Bevan, J Brockwell, S Dennis, P Gellatly, G Robinson.

In attendance: The Clerk, Mrs J Cadman

036/20 **Apologies for absence:** none were received.

037/20 **Declarations of interest:** none were made.

038/20 **Minutes of the Meeting held Monday 2nd March 2020:** were agreed as a correct record of the meeting after the following amendment:

031/20: Neighbourhood Plan: Guildford Lane should read Guildford Land.

The minutes will be signed by the Chairman at the next Council meeting where it is possible to meet in public.

039/20 **Standing Orders for the Conduct of Council Business during the Covid 19 Crisis:** These were agreed, after small amendments to the text to clarify the intention.

Safeguarding Policy: Members agreed that the Clerk, as Safeguarding Officer, should be responsible for ensuring that all groups and committees engaged in an activity associated with the Parish Council have observed all safeguarding policies and procedures and that those in contact with children and vulnerable adults should be DBS checked. It was agreed that it was not necessary for the Clerk to be DBS checked for this purpose.

040/20 **Matters Arising**

Other than those contained in the agenda.

a) *Albury Chimneys:* the village handyman has been asked to clean them.

b) *Tuffers Alley:* the Clerk has raised this problem with GBC.

041/20 **Chairman and Clerks matters arising**

a) *Covid 19 Crisis:* Cllr Dennis was thanked for all her work in putting together support for the vulnerable in the parish. Members discussed how people who are suffering financially should receive help and agreed that this should be the responsibility of the Henry Smith Charity, but that the Parish Council should ensure that people were aware of its existence and who to contact.

Clerk

b) *Annual Parish Meeting:* members agreed to cancel the APM for this year.

042/20 **Police matters:**

a) Crimes recorded : this information is not currently on the Police website, but the website design and accessibility is generally improved

b) PCC: the Clerk received a telephone call from Mr Munro, Police Crime Commissioner, apologising for the lack of response to our recent requests for help,

and promising to meet with the Parish Council to discuss this when possible.

Members requested that he attend a parish council meeting at that time.

- c) Shere have no more contact with the police than does Albury.
- d) *In the know:* Cllr Brockwell suggested that residents be asked to sign up to this online newsletter. Cllr Dennis agreed to organise this.

SD

Committee reports: to receive brief reports on the following:

Highways, byways, traffic: Cllr Brockwell

- a) *VAS:* Bahram Assadi would not support the 'thank you' version of the VAS, the Clerk has placed an order for the 'slow down' with speed indicator option at £2,800.

Members wished to understand how speeds in this village compare with others in the county and whether this information was collated centrally. The Clerk will discuss this with other Parish Council clerks.

Clerk

- b) *Minutes of last H&B meeting:* these will be distributed shortly and Cllr Brockwell will set up another meeting.

JB

Outdoor maintenance: Cllr Yeoman

No report had been received.

Open Spaces: Cllr Rowland

- a) *litter pick on Albury Heath:* Cllr Brockwell reported that there had been a good turnout and that people had been very interested in organising another one, in a different part of the parish. Cllr Brockwell proposed the possibility of two further litter picks, one in Farley Green and one in the village. It was noted that the litter collected would need to be dealt with within the parish, as the Borough Council will not collect additional rubbish during the lockdown.

JB

Cllr Brockwell will write a piece for the Parish Magazine to advertise further litter picks.

JB

Cllr Brockwell will source litter pickers, bag hoops and robust plastic bags, with a budget of £250.00. Proposed by Cllr Brockwell, seconded by Cllr Dennis, all in favour.

- b) *ditches at Farley Green and Church Lane:* Cllr Rowland had inspected the ditches with Cllr Yeoman. He commented as follows:

i. He noted a mound of earth at the Ride lane end of the ditch by the Green. Cllr Brockwell advised that Mr Chandler had dug out the ditch but had not been able to remove the soil as the ground was too wet. He would be able to do so now.

Clerk

ii. The drain from Shophouse Lane to the pond does not appear to be running properly. The Clerk will arrange for a professional company to investigate this.

iii. The ditches to the side of Shophouse Lane need clearing.

- c) *Church Lane ditch:* Cllr Rowland will discuss responsibility for maintenance with Michael Baxter and how the problems with this ditch might be resolved whilst during this crisis.

JB

Planning and Environment: Cllr Gellatly

- a) Minutes of remote planning meeting 30th March: noted.
- b) Enforcement: Cllr Gellatly advised that a caution of enforcement had been issued to the owners of Jacquin cottage.
- c) Edgeley Park: members noted that residents were still living at Edgeley Park, despite it being designated as a Holiday Park which, under the regulations of the

Coronavirus Act, should now be closed. The Clerk was asked to draft a letter to the police, copying in GBC planning and licencing, and the PCC.

Clerk

Village Hall: Cllr Brockwell

- a) The village hall and library are currently closed.
- b) *Outstanding debt list:* Users continue to be chased, but at present few are answering their emails.
- c) *Legionella testing:* during the period of closure, all taps will be turned on once a week by the cleaner, when checking the premises.
- d) *village hall blinds:* have been ordered.
- e) *Rates:* the Parish Council have received a 100% rate reduction for the hall for this current year.
- f) *Re-opening:* the decision on when the hall and library should be re-opened was delegated to Cllr Brockwell and the Clerk.

Allotments: Cllr Robinson

- a) Invoices are now being sent out. Cllr Brockwell requested a copy, to check the rate charged.

Clerk

Communications: Cllr Dennis

- a) *Facebook:* Cllr Bevan is happy to proceed with creating and managing a page, but discussion needs to take place on how editorial policy is decided.
- b) *Albury Matters:* Cllr Dennis will produce a spring Albury Matters. Discussion took place on how it would be delivered, it was hoped that the postman would agree to do so again.

SB

SD

043/20

Neighbourhood Plan

Cllr Dennis reported as follows:

The Steering Group had met recently by Zoom, and had ascertained that everyone wished to continue with the working groups. The Rural Enterprise group cannot move forward at the moment, as they need to consult with local businesses and this is not an appropriate time. The other groups aim to have their work completed by the end of May. Discussions had taken place with some landowners.

Members were asked to consider whether to put Parish Council land forward to the Steering Group for consideration for CRTB/NDO. Members noted that Farley Green is registered common land, and the recreation ground holds a covenant which restricts its use to recreation. Cllr Rowland will discuss the Estate's view on this covenant with Michael Baxter.

JR

044/20

Finance

- a) Payment list for March 2020: the outlay for March of £4337.09 was noted and approved
- b) Management report for February : noted.

- c) Bank reconciliation statement for current account: February: members noted and agreed the bank reconciliation, to be signed by the Chairman of Finance when possible.

045/20 **Councillors business:** for noting or including on a future agenda
No further matters were raised.

046/20 **New Correspondence:**
None received.

047/20 **Dates of meetings**
Full Council: 4th May, 1st June
Planning: 20th April
Highways & maintenance
Communications