



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 6th July 2020 at 7.30pm

BY REMOTE ACCESS



Present: Cllr J Rowland (in the chair), Cllrs S Bevan, S Dennis, P Gellatly, P Yeoman
County Cllr K Taylor
Borough Cllr R Billington

In attendance: The Clerk Mrs J Cadman

- 072/20 **Apologies for absence:** were received from Cllrs J Brockwell and G Robinson **Action**
- 073/20 **Declarations of interest:** none were received.
- 074/20 **Minutes of the Meeting held Monday 1st June 2020:** The minutes were approved as a correct record of the meeting, after accepting the comments sent by Cllr Dennis the previous evening.
- 075/20 **Matters Arising**
Other than those contained in the agenda.
063/20 *Edgeley Park:* the email correspondence from GBC and police, letter from Edgeley Park was noted and it was agreed to accept Haulfryn's offer of liaison between them and the relevant local authorities. Cllrs Bevan, Gellatly and Rowland will represent the Council. **SB/PG/JR**
- 069/20 *Trees on Farley Green:* Cllr Yeoman confirmed that the grass contractor will deal with the work needed, and will undertake Conservation area checks with the Borough Council.
- 076 /20 **Chairman and Clerks matters arising**
- a) *bins on Albury Heath:* Members noted the Clerk's report which advised that GBC are currently emptying the bins free of charge, pending a decision tonight. The bins had not been emptied for one week earlier in the month, following the agreement not to replace the bins made last October and a considerable amount of rubbish was left on the Heath as a result. The Sports Club had not responded to a request from the Parish Council to take over this responsibility. Members agreed that the Parish Council has a duty of care to the Parish and agreed to instruct the Borough Council to remove all bins and replace with three new bins, with an annual cost to empty of £500 + vat. Proposed by Cllr Gellatly, Seconded by Cllr Yeoman, all in favour.
 - b) *Administrative assistant:* members ratified the employment of an administrative assistant for the Parish Council website, also administering the NP. Tracy Laffar has been working for the Parish Council since February of this year for between 5 and 10 hours a week, divided as necessary. Cllr Rowland requested that she report to him and the Clerk when working on Parish Council business. The Clerk reminded members that no budget had been allocated for a Parish Council assistant.

Employment of Tracy Laffar as outlined above was Proposed by Cllr Rowland, Seconded by Cllr Gellatly, with all in favour.

077/20 **Police matters:**

- a) Crimes recorded in May: Newlands Corner: 6 anti-social behaviour, 4 criminal damage; Westonfields: 1 anti social behaviour, 1 violence; Silent Pool: 1 violence, 1 other crime, 1 vehicle crime.
Members agreed that this item should remain on the agenda, whilst acknowledging the need for more information. The Clerk reminded the meeting that the PCC had promised to visit the Parish Council to address this, when current restrictions were lifted.
- b) *Westonfields*: Members discussed the ongoing problems between residents. Cllr Billington advised that one resident's lease was under review.
- c) *Parking at Silent Pool*: The pool was being advertised as one of the most beautiful places in Surrey to visit, which was increasing the problem. This matter will be reviewed at the H&B meeting on the 3rd August.

078/20 **Committee reports:** to receive brief reports on the following:

Highways, byways, traffic: Cllr Brockwell

- a) minutes of meeting held 22nd June: noted.
- b) *Guildford Lane*: The Clerk reminded members that Surrey CC Rights of Way are waiting for permission from Natural England, as this is a SSSI, before going ahead. She asked Cllr Taylor if he could help with contacting SCC Highways regarding the silt on the road. Cllr Taylor explained how busy SCC Highways is at present.

Outdoor maintenance: Cllr Yeoman

- a) *Church lane*: email from John Baker, SCC Rights of Way: *SCC will do the ditching and also some minor resurfacing of the bridleway to make good after the ditching works. I'll need to do some planning and meet the contractor on site, but I can now start things moving. The fact that SCC are taking responsibility for the ditching on this occasion does not imply any ownership or ongoing commitment, although we will still do some research to see what has happened in the past.*
- b) *Ditch at Farley Green*: the Green is well maintained by Mint. Cllr Gellatly asked that the area around the pond be strimmed closer to the pond.
- c) *Pond*: Cllr Yeoman advised that the pond contractor will continue to remove the silt and to cut around the edge of the pond.
- d) *The House*: Cllr Yeoman will ask Matt Hiley to check the ditch.

PY

Open Spaces: Cllr Rowland

- a) re-opening of playground: the Clerk and Cllr Robinson had cleaned the playground equipment the previous week, and had installed signs on all gates and on the equipment to advise on Covid regulations around social distancing. Cllr Robinson had advised that all the signs had been removed within 24 hours. It was agreed to purchase a lockable noticeboard for the signs and to remove one out of each set of swings.

Clerk

Planning and Environment: Cllr Gellatly

- a) minutes of planning meeting 22nd June: noted.
- b) Black House had been added to the enforcement list
- c) the next meeting, on the 13th July, would consider the Council's response to the Local Plan consultation. The response deadline is the 20th July.

Village Hall: Cllr Brockwell

- a) Cllr Bevan has taken over the village hall portfolio from Cllr Brockwell. He will work with the Clerk on the necessary actions for re-opening the hall, when appropriate to do so.
- b) *village hall* – Government regulations allow the hall to be re-opened, but with a great many restrictions on numbers and activities. The hall will not be re-opened yet, the Clerk will draw up an appropriate risk assessment.

SB/Clerk

Clerk

Allotments: Cllr Robinson

No report was received

Communications: Cllr Dennis

- a) *Albury Matters*: the latest edition will be distributed in the following few days. It had been printed in a larger format, so that it is more readable.

079/20 **Neighbourhood Plan**

- a) Cllr Dennis reported that the draft reports are progressing well. There is more to do before they are handed to the planning consultant. Sites had been received from landlords. The steering group is waiting to see if the consultant can comment on these, or if this work should remain with the steering group.

080/20 **Finance**

- a) Payment list for June 2020: Members noted and approved the total expenditure for the month of £9291.23.
- b) Management report to end May 2020: noted and approved.

081/20 **Councillors business:** for noting or including on a future agenda

- a) *Allotments*: Cllr Yeoman advised that they have been strimmed. The bottom plots need to be sprayed. Cllr Rowland will ask Albury Estate.
- b) *Knotweed on Farley Green*: Cllr Gellatly was concerned at the extent of the Knotweed. The Clerk will ask GBC if they are able to deal with it.

JR

Clerk

082/20 **New Correspondence:**

None received.

083/20 **Dates of meetings**

Full Council:	no meeting in August, 7 th September
Planning:	13 th July, 3 rd August
Highways & maintenance	3 rd August
Communications	

The meeting closed at 10.02pm