



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 December 2021 at 7.30pm in the village hall
for the transaction of the under mentioned business.



Public Session

S106 monies: a member of the public had noted that the Parish Council had access to just over £14,000 of Section 106 monies, and were considering using some of this funding for stiles and kissing gates. He hoped that the Parish Council would consider upgrading the recreation ground. He and the Clerk would meet to consider options.

Environmental Projects: a member of the public suggested a project where two garages at Westonfields were removed and a ground source heat pump installed to service Westonfields. He and Cllr McCann would meet to discuss.

Holmbury First Responders: a member of the public was very pleased that the Council are supporting this initiative.

Present: Cllrs S Bevan, J Brockwell, P Gellatly, A McCann, G Robinson, P Yeoman
County Cllr R Hughes
Borough Cllr R Billington
2 members of the public
In attendance: The Clerk, Mrs J Cadman

144/21 **Election of Chairman:** Cllr Robinson, Proposed by Cllr Gellatly, Seconded by Cllr Bevan, all in favour

145/21 **Apologies for absence:** were received from Cllr Dennis
Apologies were also noted from Cllr Jones

146/21 **Declarations of interest:** none were made

147/21 **Minutes of the meeting held 1st November:** were agreed as a correct record of the meeting and signed by the Chairman.

148/21 **Matters Arising**
Holmbury First Responders: Cllr McCann undertook to find the answer to the question raised by landlords regarding insurance liability over access to private land.

133/21: *Open Spaces:* deferred to January meeting

134/21: *Tree on Farley Green:* Cllr Yeoman had identified two potential trees and it was agreed to choose the Acer Crimson Sentry at a cost of £170 for a 2 - 3 metre tree. It was noted that the tree would need a great deal of watering in the first year. Members also agreed to defer a decision about a plaque until next year. An article will be put in the parish magazine.

149/21 **Clerks Matters arising**
a) *Recommendation for Recruitment of new Clerk and handover:* Members agreed the appointment of Chloe-Jade Bishop Wright (known as CJ) as Clerk

from the 1st January 2022. Proposed by Cllr Bevan, Seconded by Cllr McCann, all in favour. CJ will be employed on Spinal Point 24, at £14.90 per hour, for 20 hours a week.

Members **agreed** the following:

- i. CJ will start training with Joanna in December, hours to be recorded and paid.
- ii. Formal training with SALC will start in January.
- iii. Handover of the role of Clerk will start on the 4th January 2022.
- iv. Joanna Cadman will remain as RFO until the end of the financial year, at the locum rate of £25.00 per hour, on a self employed basis. Number of hours a month to be agreed at the January meeting. Proposed by Cllr Robinson, Seconded by Cllr Bevan, all in favour.
- v. Clerk's contract: agreed in principle, to be ratified at the January meeting.
- vi. Travelling: members will take on the responsibility for noticeboards, to reduce travelling hours.

b) Training for new Clerk and for Councillors: Members agreed that CJ should undertake the New Clerks course, and subsequently financial training to take on the role of RFO. A budget line of £1,000 was agreed, Proposed by Cllr McCann, Seconded by Cllr Bevan, all in favour.

Councillors: members agreed that it would be good practice for councillors to undertake training on a regular basis. A proposal to be tabled at either the January or February meeting.

Cllr Robinson proposed a vote of thanks to Cllr McCann for the work he had undertaken to advertise, interview and identify a new Clerk.

c) Annual Parish meeting: members agreed that the date should be set for the 11th April. It was agreed to invite a speaker from the Gunpowder Mills, and the AONB Board, and also consider the Police Crime Commissioner.

150/21 **Police matters:**

- a) Crime statistics: the online link to statistics was circulated.
- b) Borough Commander - to establish their name and invite them to a meeting.

151/21 **Committee reports:**

Highways, Byways and Traffic: Cllr Brockwell

- a) *A25 depressions:* Cllr Hughes advised that Cllr Furniss is checking to see if remedial work is on a SCC Highways list, and he will report back to Cllr Hughes.
- b) *VAS:* to be dealt with in the coming week.
- c) *Church Lane:* discussion with Hannah Gutteridge: deferred.
- d) *S106 funds:* schedule for stiles and kissing gates: deferred until after a discussion with Hannah Gutteridge.

Outdoor maintenance: Cllr Yeoman: no new items to report.

Open spaces: Cllr Rowland: no report had been received.

Planning and Environment: Cllr Gellatly

Minutes of the meeting held 15th November had been circulated.

Cllr Gellatly requested that an item be added to the agenda for the January planning meeting: that provision is made by GBC for a replacement to Windows Explorer in order to view plans.

Village Hall:

- a) Cllr Brockwell reported that the Covid epidemic would have a significant impact on the village hall income this year and, most probably, going forward. The budget should be viewed with this in mind.
- b) The lighting in the hall will be changed shortly.

Allotments: Cllr Robinson

- a) *Plastic on allotments:* Cllr Robinson agreed that it should be removed, but needs to identify the owner of that allotment.
- b) Cllrs Brockwell and Robinson will review the allotment allocation
- c) Two allotment owners have not paid for two years. Cllr Robinson was asked to speak to them.

Communications: Cllr Dennis: no report had been received.

152/21 **Environmental Projects**

Litter picking support: members agreed to get involved in this initiative led by a group from Shere, and agreed that it would be good to do more to support each other. Cllr McCann will discuss collaboration with the group, who had requested the following:

- Occasional contribution with cost of waste disposal
- Help nudging the Guildford Council to pick up heavy waste
- Bins at Silent Pool and bigger bin at Shere Lay-by. Guess this GB Council?
- Help where possible with litter pickers, hiviz vests and gloves
- A discussion about how we can all help tackle fly tipping. Both stopping and also the clear up where land owners are unable to.

It was noted that Shere Parish Council is supporting this group.

153/21 **Neighbourhood Plan**

A further grant had been received. No further actions will be taken until the new year.

154/21 **Finance**

- a) *Draft Management report to 30/11/21:* noted and approved.
- b) *Payments to 30/11/21:* the outlay for the period of £3821.10 was noted and approved.
- c) Bank reconciliation to end October: noted and approved.
- d) *Budget 2022/23:* the draft budget was discussed and the proposed precept request of £45,546 was noted. This figure would allow the rate for Band D equivalent to remain at the same level. If the precept remained as at last year, this would represent a reduction in the parish council charge on Band D equivalent. An increase of 1.99% would bring an extra £911 to the Parish Council. His recommendation was to leave the precept at the same level for Band D equivalent.

Cllr Brockwell undertook to review gas and electricity costs before the January meeting.

The proposed precept was agreed in principle, to be agreed at the January meeting.

155/21 **Councillors business:** *for noting or including on a future agenda*

- a) *Footpath in Winterfold:* a footpath is closed for an extended period due to filming. It would have less impact on the area if the footpath was only closed when filming was actually taking place. Cllr Hughes undertook to investigate.
- b) *Green Electricity:* Cllr McCann requested that this is investigated for parish council premises.
- c) *Flooding issues at Church Lane and the Old Rectory:* Cllr Hughes advised that there is an ongoing investigation. The problem with filled ditches and culverts was discussed.

156/21 **New Correspondence:**

None has been received

157/21 **Dates of meetings**

Full Council: 10th January, 7th February, 7th March

Planning: 10th January, 31st January

The meeting closed at 9.22pm.