



ALBURY PARISH COUNCIL

Serving Farley Green, Brook, Little London & Newlands Corner

PARISH OF ALBURY

NOTICE OF PARISH COUNCIL MEETING

Local Government Act 1972

The minutes of Albury Parish Council meeting held on

Monday 4th September, 2023 at 19:30 in the village hall

for the transaction of the under mentioned business.

There will be an informal question time of up to fifteen minutes during which members of the public, who live or work in the Parish, may ask questions relevant to the work of the Council. The Council meeting will start immediately following public question time or at 7.45pm, whichever is the earlier.

MINUTES

Open Forum

Present: S. Bevan, S. Dennis (arrived 19:45), N. Edwards, P. Gellatly, and A. McCann
Borough Cllr D Newson
Borough and County Cllr R Hughes

In attendance: The Clerk, Ms. C. Bishop-Wright

159/23 **Apologies for absence**
Cllr Dennis

160/23 **Declarations of interest:**

161/23 **Minutes of the meeting held on Monday 5th June and 3rd July; Annex 1**
Dennis requested clarification on whether the new Neighbourhood Plan contract was approved in the previous minutes. The clerk confirmed this. Both sets of minutes approved as a correct record of the meeting.

162/23 **Actions Update; Annex 2**
All actions on list are on the agenda.

163/23 **Brief Report from Borough Councillors**
Borough Cllr Newson

a) *GBC Finances*
Updated that a special budget has been approved to assist with increased interest rates affecting developments the Council approved in 2018, which further Government cuts are affecting also. GBC have also organised a financial task force to help with these issues.

Hughes:

b) *Finances*
Following on from Cllr Newson's comments, Cllr Hughes updated that some councils across the Borough and County have not been audited in some years, so there have been

some shortfalls not accounted for until now. Cllr Gellatly asked whether there was any further discussions on GBC becoming a unitary council, but no update here.

c) *Planning*

Cllr Gellatly asked whether either Borough Cllr are sitting on the planning committee for GBC. Cllr Hughes is a reserve member. Cllr Gellatly also asked whether GBC will release planning applications 7 days early to Parish Councils, as was previously the process. Cllr Hughes updated that due to the relays in responses to planning applications, this will not be returned to currently.

164/23 **Brief report from County Councillors**

County Cllr Hughes updated on the following:

a) *Flooding updates; Westonfields, Brook Hill and August Lane, and Shophouse Lane*

No update.

b) *Footpath closures at Winterfold*

Cllr McCann updated that he is in touch with countryside team and they are going to review this. We understand the demand of this as we have been in contact with the landowner.

c) *Santa Fir Footpath Blocked*

The Clerk is going to chase the issue with a fence blocking Footpath 227. The Clerk will discuss with Cllr Hughes if not resolved.

d) *Albury Sawmills*

The Clerk read a response from Shere Parish Council in regards to the planning applications. SPC are going to discuss fully at their next meeting, but are planning to object to this, due to the impact on the community. Cllr Hughes confirmed that with a number on objections, the landowners will have to be passed these objections and then reconsulted by the Council.

e) *Other matters*

Cllr Dennis raised that the 'slow down' sign along the Street is broken. Cllr Hughes is going to look into this.

Cllr Dennis also raised that she has seen a newsletter in which the next phase of the Smart Surrey speed reduction scheme is to include most other local villages, but Albury has not been mentioned in this. Cllr Hughes will look into this.

Cllr Dennis asked whether Cllr Bevan has been able to download the recent data from the VAS. Cllr Bevan updated that there was an issue with the most recent download, which he is looking to fix. If he is unable to do so, then he will go to download again shortly and update this information on the website.

165/23 **Matters arising**

Nothing to report.

166/23 **Clerks matters arising**

a) *North Downs Line Representative to replace Mr Brockwell*

The Clerk to contact Cllr Robinson to replace as he is chair of Highways and Byways. Grahame to be representative.

b) *SALC AGM and representative nomination*

Cllr Bevan volunteered to stand as representative for SALC, and will also look to go to the AGM on 19th October.

c) *Insurance quotes*

The Clerk circulated the quotes for the insurance renewal. The options were to stick with the current provider, Gallagher/Came & Co. for £1,395 per year, or to change to BHIB who have quoted for £983.50 per year for a 3-year deal, and an administration fee of £25. Cllr Edwards asked if he would like us to check with his insurance broker to see if there were any other quotes. The Council have agreed to change to BHIB, unless a better quote is sought from Cllr Edwards.

d) *Farley Green trees*

The Clerk read an email from Jane Ratcliffe in regards to the maintenance of the tree on Farley Green. She explained that at the time of purchasing the tree and planting, there was an agreement between a group of residents to collectively maintain the tree.

Unfortunately, Jane has been maintaining this herself. Cllr Bevan suggested to see if one of the contractors that already do maintenance at Farley Green are able to include this in their contract. The Clerk will look into this.

167/23 **Police matters**

- a) *Link to crime statistics* - <https://www.police.uk/pu/your-area/surrey-police/albury-shalford-compton-holy-trinity-shere-gomshall-peaslake-and-farley-green/>

Committee reports:

168/23 **Highways, Byways, and Traffic: Cllr Robinson**

Nothing to report.

169/23 **Outdoor maintenance and open spaces: Cllr Edwards**

- a) *S106 monies*
- b) *Edgeley Park parking issues*

Cllr Edwards has circulated a chain of emails between a member of staff from Edgeley Park and himself in regards to the parking from Edgeley Park being redirected to Farley Green as the site will not allow commercial vehicles to park there. Cllr Edwards had little luck with trying to see if the site will begin to allow these vehicles, or try to make this clear at a booking stage, or if the company could advise these vehicles to park elsewhere. As its post-summer, the issue of parking is dying down, but Cllr Edwards will continue to monitor.

- c) *Memorial Library repairs*

The contractor for the Memorial Library repairs is working through the list, and Cllr Edwards will inspect the work shortly. Cllr Edwards has received approval from the Estate in regards to the material of the guttering. He is still in discussions with the Estate about some other works. Cllr Dennis asked Cllr Edwards if he could see if this contractor would also clean the village sign.

- d) *Other matters*

Cllr Dennis asked the Clerk to chase SETA on the sign at the Albury Viewing Platform. We still have a grant for this board, and also can possibly use the s106 monies for the rest of the cost. Cllr Dennis also raised that one of the posts on the Village Hall sign has rotted and needs to be repaired. Cllr Edwards to look into this.

Cllr Dennis also suggested that the PC look into getting a similar 20mph sign to the one at Blackheath. The Clerk to look into this.

The Clerk will also look into the repair/replacement of playground equipment.

Cllr Edwards advised that the ditches are Farley Green don't need to be cleared as they are low enough, but the contractor is unable to strim them due to overgrowth from the other side. Cllr Edwards and McCann are going to discuss this issue with respective landowners.

Cllr Dennis requested that the Clerk contact the Eshelby and landowners of houses down the Street with overgrowing hedges. The Clerk to contact Cllr Hughes if not resolved.

170/23 **Planning and environment: Cllr Gellatly**

- a) *Enforcement*

Cllr Gellatly advised of some new enforcement items. List circulated.

171/23 **Village Hall: Cllr Bevan**

- a) *Memorial Library leak*

Cllr Bevan advised that there was a leak under the sink in the Memorial Library. This has not been fixed with no permanent damage.

- b) *Gas meter changed*

Cllr Bevan advised that a new gas meter has been installed.

- c) *Bookings*

Cllr Bevan suggested that the Council request an upfront deposit of £100 for all bookings from people that we have not already hired too. All in favour. He also advised that all payments are now requested upfront, including regular bookers.

d) *Review*

Cllr Bevan will do a review of running costs for the village hall with a view to have a vote on whether or not to continue renting the Hall from the estate. The Clerk to discuss with other local clerks whether their councils request payment upfront, whether they request deposit, and how they're doing since and before the pandemic.

172/23 **Allotments: Cllr Robinson**

Nothing to report.

173/23 **Communications: Cllr Dennis**

Nothing to report.

174/23 **Environmental projects: Cllr McCann**

a) *Update on local parish climate plans*

Cllr McCann updated that there is now a playbook being published for local councils in response to the climate emergency. He is still in discussions with Zero Carbon Guildford, and currently looking into training options and resources to help people be more proactive. Cllr McCann is still looking for more volunteers.

b) *Website*

Cllr Dennis raised that there is no information about Save Surrey Countryside on the PC's website. The Clerk to contact Sally Godfrey to ask if they would like to be put on the website.

c) *EV Charging points*

Cllr McCann advised that sites to install some EV charging points are the Village Hall car park, Newlands Corner, and Silent Pool. The Estate and relevant SCC teams are involved in terms of funding.

175/23 **Neighbourhood Plan: Cllr Dennis**

a) *Update*

Cllr Dennis advised that the AECOM have come back with a final draft of the report, and this hopeful will be approved soon. To get a further grant from AECOM, we need to do an assessment for potential affordable housing sites. Cllr Dennis has had the IP of all work done by the previous consultant, which has been passed onto the new consultant. Cllr Dennis has gone back to the Estate to confirm some details for the NP. She plans to have community discussions around this soon.

176/23 **Finance**

All the following documents will wait for Mr Brockwell's approval until we approve these.

a) Bank reconciliation; *Annex 3*

b) Payments and receipts; *Annex 4*

c) Cashbook report; *Annex 5*

d) Bank statement; *Annex 6*

e) Insurance quotes; *Annex 7*

f) Mulberry meeting

The Clerk is to have a meeting with Andy from Mulberry this week to discuss the financial review report. The report will be written shortly, and hopefully will have a face to face meeting to discuss this at the October meeting.

177/23 **Councillor's business: for noting or including on a future agenda**

a) *Extraordinary meeting minutes*

The Clerk to circulate the minutes from the 24th May extraordinary meeting for approval at the next meeting. CJ circulate and approve at next meeting.

178/23 **New Correspondence**

179/23 **Dates of meetings**

Full council: 4th September, 2nd October
Planning: 25th September, 16th October

Meeting closed: 20:38

Dated this:

*Signed: CJ Bishop-Wright
Parish Clerk*