



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 3rd March, 2025 at 19:30 in the memorial library

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

Present: The Clerk, Cj Bishop-Wright

In attendance: Cllrs. G. Baker, S. Bevan, S. Dennis, N. Edwards, A. McCann, P. Gellatly, and G. Robinson

Borough and County Cllr R. Hughes

Member of Public: Mr J. Brockwell and Mr T. Heaney

Apologies for absence:

Borough Cllr. Newson

037/25 **Open Forum**

038/25 **Declarations of interest:**

None received.

039/25 **Minutes of the meeting held on Monday 17th February; Annex 1**

Cllr Dennis made some amendments. This was signed and approved as a correct record of the meeting.

040/25 **Actions Update; Annex 2**

a) *Flooding*

Cllr Hughes advised that there may be something available in the budget for flooding alleviation. Cllr Dennis asked if there was scope in his budget for funding the replacement pipe at Farley Green. Cllr Hughes advised of a meeting with SCC Highways and other local parishes on 20th March in Shere, which the Clerk is attending. Cllr Hughes suggested to prepare any queries for Highways for this meeting. Cllr Edwards to send Cllr Hughes the land registry plans for Farley Green to show unclear ownership, and, if APC are found responsible for this pipe, to see if he can allocate funds from his allowance.

b) *Highways update*

Cllr Hughes advised that no date has been confirmed for Bakery Mews; Shophouse Lane resurfacing has been completed; and White Lane and A25 are scheduled for resurfacing. Cllr Hughes suggested the flooding on New Road be raised at the highways meeting.

c) *Vehicle Activated Sign*

NE
BH

NE

	Cllr Bevan updated that Council have been offered a long-term loan of 2 Vehicle Activated Signs from SCC. We do need to purchase 2 batteries for these and need to ensure that we can fix them to the posts without the risk of being stolen again. Cllr Bevan to look into this.	SB
d)	<i>Troughs</i> Cllr Edwards has sought some quotes for artificial plants for troughs around the parish. Will seek more quotes.	NE
e)	<i>Village Hall and Memorial Library Leases</i> Cllr Bevan updated on Albury Estate responses to the queries on the leases received. Cllr Dennis asked if we could have a cap put on contributions to the repairs of the car park. Cllr Bevan to look into this	SB
041/25	Brief Report from Borough Councillors	
a)	<i>Update</i> Cllr Hughes provided an update on GBC's budget constraints and financial status. Cllr Hughes is actively pursuing an FOI request for the missing funds from the housing revenue account.	
042/25	Brief report from County Councillors	
a)	<i>A25 Water Works</i> Cllr Hughes advised that he's writing a letter to National Highways and Thames Water regarding Silent Pool tree restoration after removal during these works.	
b)	<i>Brook Lane hedge trimming</i> Cllr Hughes updated that hedge trimming is taking place along Brook Lane.	
c)	<i>Edgeley Park</i> Cllr Hughes updated on a meeting that he had with the owner of Edgeley Park regarding the works taking place. Cllrs Hughes and Edwards and the Clerk to meet with the owner after his holiday.	
043/25	Matters arising	
a)	<i>Update from Church Rector for Shere</i> Moved to the start of the meeting. Mr Heaney explained the challenges facing the church since the retirement of the former minister including financial constraints and reductions in donations. He discussed the importance of continuing the parish magazine and advised that there is a team of people working on how to make the magazine more profitable and cheaper to run. Mr Heaney advised that 50% of the churchyard maintenance costs, around £3,500 per year, come from Shere PC. APC currently contribute £250. Mr Heaney asked if there is any scope to reconsider, particularly on the areas that Albury Parishioner's use more regularly, this would be highly appreciated. Cllr McCann advised he has received quotes for this.	
b)	<i>Presentation from SCC Climate Team; Annex 3</i> Deferred until next meeting.	
c)	<i>Emergency Plan Update</i> Deferred.	
044/25	Clerks matters arising	
a)	<i>Farley Green Defibrillator Meter Quotes; Annex 4</i> Cllr Dennis proposed to go ahead with the cheapest quote. Cllr Edwards seconded. All in favour. Clerk to action.	CJ
b)	<i>Request from SALC to share Unitary Recommendation Letter with Borough, District, and County Cllrs; Annex 5</i> All in favour of sharing the letter. Clerk to action.	CJ
c)	<i>Crowdfunding Opportunities from GBC; Annex 6</i> Clerk to discuss with Cllr McCann funding options.	AM CJ
	Committee reports:	
045/25	Highways, Byways, and Traffic & Open Spaces and Maintenance: Cllr Edwards	
a)	<i>Farley Green Flooding Works</i> i) <i>Update on quotes received</i>	

Cllr Edwards updated on quotes received regarding the pipe replacement, pipe installed in the open ditch, and ongoing ditch clearance. CJ

- ii) *Update on request for legal assistance*
All in favour of approaching Roger Taylor for an updated legal opinion on ditch ownership and flooding responsibilities. Clerk to discuss letter with Cllrs McCann and Baker.
- iii) *Update on voluntary contributions from residents affected by flooding*
Cllr McCann to update.
- iv) *Response to SCC Highways request*
Already done.
- v) *Confirm communications strategy*
Cllr Bevan requested that Council be copied in on all communications to residents regarding Farley Green flooding. Clerk to draft a letter to send to all residents to update on council's progress. CJ

b) *Japanese Knotweed on Farley Green*
Cllr Edwards updated that SCC will not do anything here. Cllr Edwards advised that this needs to be sprayed 2 or 3 times per year for up to 3 years at £40 per treatment. Cllr Dennis asked what budget heading this would come under. Cllr Edwards advised there is money in the budget for general maintenance in Albury. Cllr Edwards proposed to go ahead with this. Cllr Dennis seconded. All in favour.

- c) *Maintenance Budget update*
As discussed in the finance meeting held beforehand.
- d) *Update on new playground equipment in Westonfields Recreation Ground*
Cllr Edwards updated that equipment has been installed but potential need for repositioning, which he's currently discussing with the manufacturer.
- e) *Update on bark replacement in Westonfields Recreation Ground*
Scheduled.
- f) *Waste on northern side of the Holm Oak tree on Farley Green* NE
Cllr Edwards updated that this waste is from the clearing of the pond. Council always leave waste here after pond being clear, as it will decompose naturally. Cllr Edwards to go back to resident who reported to advise this.
- g) *Response to residents regarding waste in Westonfields Recreation Ground*
Cllr Dennis suggested no response. Cllr Edwards has confirmed with contractor to remove the waste slowly over time at no cost. The contractor will keep an eye on the area the waste is to ensure it is not added to, and report back if it is.

046/25 **Planning and environment: Cllr Gellatly**

- a) *Update on enforcement*
Cllr Gellatly updated that Albury is down to three open enforcement cases. He also updated that 1 certificate of lawfulness has been submitted. To discuss at next week's planning meeting.
- b) *Eco Lodges planning*
Cllr Bevan updated that the Albury Estate are reconsidering installing Eco Lodges. They have requested a presentation at our APM. All in favour of this.

047/25 **Environmental projects: Cllr McCann**

Nothing to report.

048/25 **Neighbourhood Plan: Cllr Dennis**

- a) *Update*
Cllr Dennis updated on the Steering Group meeting held last week, where all member amended the policies from the consultation. She is meeting with AECOM to start the Strategic Environmental Assessment in 2 weeks.

049/25 **Finance and Village Hall: Cllr Bevan**

The following to be approved and signed, where necessary:

- a) *Bank reconciliation end of February; Annex 7*
Approved and signed against the February bank statement.
- b) *Invoice list end of February; Annex 8*
Approved and signed against the February bank statement.

- c) *Bank statement end of February*; Annex 9
- d) *Update*
Cllr Bevan updated that he would take over the finances from Mr Brockwell at the end of the financial year.
- e) *Village Hall review*
Cllr Bevan is completing a review of the village hall finances and marketing opportunities with Cllr Baker. Will circulate soon.

050/25 **Councillor's business: for noting or including on a future agenda**

- a) *Network Rail Remediation Works*

Cllr McCann updated that he and Cllr Hughes are in discussions with Network Rail, UK Power Networks, and SCC regarding remediation works after numerous instances of damage to property and highways were caused due to the recent diversion for the Network Rail works at Brook Hill level crossing.

051/25 **New Correspondence**

052/25 **Dates of meetings**

Full council: 7th April, 30th April (Annual Parish Meeting)

Planning: 10th March, 31st March

053/25 **Open Forum**

Meeting closed: 20:58

Dated this: 5th March, 2025

*Signed: CJ Bishop-Wright
Parish Clerk*