



# 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 2<sup>nd</sup> February, 2026 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, N. Edwards (left 20:31), P. Gellatly, A. McCann, and G. Robinson  
Borough and County Cllr R. Hughes  
Borough Cllr D. Newson

**Member of the Public:** Mr. D. McNaughton, Mr. T. Wall, and Mr A. Dennis

- 016/26 **Open Forum** CJ  
Three residents expressed their interest in joining the Parish Council. All three have extensive community involvement and availability. Candidates will be proposed for co-option at the next meeting.
- 017/26 **Apologies for absence**
- 018/26 **Declarations of interest**  
None received.
- 019/26 **Minutes of the meetings held on Monday 12<sup>th</sup> January; Annex 1**  
Reviewed and approved as a correct record of the meeting.
- 020/26 **Brief from Borough Councillors**  
a) *Update*  
New West Surrey Council will be elected as shadow authority on 7<sup>th</sup> May 2026, becoming operational 1<sup>st</sup> April, 2027. Neighbourhood Area Committees are to be established. A new temporary brand 'Future Surrey' has been launched to inform residents about devolution and reorganisation.
- 021/26 **Brief from County Councillors**  
a) *Brook Level Crossing*  
Issues are still being addressed regarding the barrier down-times at level crossings.  
b) *Speed Reduction Review*  
The next phase of speed reductions and other road surveys are due for completion in March.

Signed by Chair:

Dated:

022/26 **Action List; Annex 2**

a) *Village Hall Sign*

A new Village Hall sign has been installed.

023/26 **Clerks matters arising**

a) *Surrey Heathland Fires meetings*

A meeting with the fire service and neighbouring councils is scheduled for 23<sup>rd</sup> March to discuss fire prevention.

b) *Parish Magazine update*

Cllr Baker and the Clerk met with the co-ordinator of the Parish Magazine. The council agreed to combine communications with Albury Matters, which will provide up to 4 pages for council news.

CJ  
GB

c) *Request for £1,000 annual contribution to the Church for the maintenance of the graveyard*

Confirmation on contributions towards the graveyard were postponed for the Clerk to research NALC guidance on churchyards and burial grounds, and to clarify the statutory obligations.

(Cllr Edwards left the meeting)

d) *Request for £1,000 annual contribution to the Church for the Parish Magazine*

Council have postponed discussion on contributions towards the parish magazine until a clearer picture of the council's finances are available for 2026/7. Cllr Bevan raised concerns about limited reserves which are required for unexpected expenditure.

e) *Review of the Accessibility Policy; Annex 3*

Reviewed and approved.

f) *Review of the Privacy Policy; Annex 4*

Reviewed and approved.

g) *Review of the Cookie Policy; Annex 5*

Reviewed and approved.

Committee reports:

024/26 **Highways, Byways, Traffic, Open Spaces and Maintenance: Cllr Edwards**

a) *Request to check the outlet from the Farley Green pond to ensure operational*

Outlet is clear. Flooding was successfully managed at Farley Green with all ditches flowing.

b) *Shophouse Lane*

There are ongoing flooding issues here. Surrey Highways are attempting to install boreholes in drainage tanks.

025/26 **Planning: Cllr Gellatly**

a) *Communications*

Regular enforcement updates are not being received by the Clerk.

026/26 **Environmental projects: Cllr McCann**

a) *Update from the Farley Green Community Group*

Proposals have been made for improvements to the bus stop, pond, and energy solutions, which will be brought to Council as appropriate.

027/26 **Finance and Village Hall: Cllr Bevan**

a) *Bank reconciliation end of January; Annex 6*

Reviewed and approved against the January bank statement.

b) *Invoice list end of January; Annex 7*

Signed by Chair:

Dated:

Reviewed and approved against the January bank statement.

c) *Detailed Receipts and Payments end of January*; Annex 8

d) *Bank Statement end of January*; Annex 9

e) *Update from the Village Hall Committee*

Cllr Bevan updated that the Albury Estate have offered for the Council to renew the lease at a £1,500 annual rent for 3 years, inclusive of a 6-month break clause. All additional expenditure will be capped. The next meeting of the Village Hall Committee will take place the week of 9<sup>th</sup> February, and an update of how the committee want to run the hall will be fed back at the March meeting.

CJ

f) *Village Hall Business Rates Update*

An unexpected payment of £4,232.43 was taken at the beginning January for business rates. The usual rate is around £1,300. The Clerk has been informed that due to re-valuations, and relief being removed the new annual rates for both the Memorial Library and the Village Hall will be around £4,000 per year. The charge in January is £2,500 from 2024/5 and the remaining outstanding for 2025/6. The Clerk will contact the Valuation Office Agency to discuss further, and see if an appeal or reduction is possible.

028/26 **Councillor's business:** *for noting or including on a future agenda*

a) *Memorial Bench Request*

Cllr Gellatly has received a request to install a memorial bench along the Tillingbourne River. The Clerk to contact to discuss potential installation at the memorial area.

CJ

029/26 **New Correspondence**

030/26 **Dates of next meetings:**

Full Council: 2<sup>nd</sup> March, 13<sup>th</sup> April

Planning: 2<sup>nd</sup> February, 23<sup>rd</sup> February

Meeting closed: 21:

*Dated this: 3<sup>rd</sup> February, 2026*

*Signed: CJ Bishop-Wright*

*Parish Clerk & RFO*

Signed by Chair:

Dated: