



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 4th November at 7.30pm

In the **Memorial Library** for the transaction of the under mentioned business.



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

In attendance: The Clerk, Mrs J Cadman

Public question time: no members of the public were present..

AGENDA

- 116/19 **Apologies for absence:** were received from Cllr G Robinson. **Action**
- 117/19 **Declarations of interest:** none were made.
- 118/19 **Minutes of the Meeting held Monday 7th October 2019:** were agreed as a correct record of the meeting and signed by the Chairman.
- 119/19 **Matters Arising**
Other than those contained in the agenda.
- a) *94/19a: defibrillator:* update on the cabinet for the defibrillator at William IV: Cllr Brockwell confirmed that it would be installed this week.
 - b) *94/19c: Guildford Lane:* Hannah Gutteridge had advised that the bridleway was now below the level of the grips, and so would need to be re-build before effective drainage work could be carried out. However, Cllr Yeoman said that the bridleway had already been re-built and that cleaning the ditch in St Martha's car park would be more effective. The Clerk will advise Hannah, request a site meeting, and speak to the Clerk of St Martha Parish Council as soon as possible.
 - c) *96/19: police matters:* the Clerk had received little feedback on her recent communications. She advised that Waverley police were to send a representative to Ewhurst Parish Council January meeting and that she had asked for the name of a colleague in Guildford Borough, but had not received a reply. She was unable to find a named person to talk to, Cllr Bevan offered his help
 - d) *113/19: ponding on Farley Green:* Cllr Yeoman has cleared the outlet from the pond and the pipe across the road, which had a large stone in one end, apparently put there deliberately. Cllr Brockwell will install a sleeve around the pipe so that it cannot fill with mud. Matt Hiley will be asked to dig the grips at Farley Green, Little London and the bottom of Brook Hill. Clearing the ditch at the top of Church Lane was also discussed.
- 120/19 **Chairman and Clerks matters arising**
- a) *Landfill site meeting:* members of the parish council had attended this meeting and had viewed the site for the planned viewing platform. It is hoped this will be installed by the spring, and noted that it will be fenced in, as will the access track, to prevent dangerous trespass onto the site. The Clerk has written an update for *Albury Matters*.

- b) *Unauthorised occupation*: a letter has been drafted, addressed to all residents of Farley Green and the surrounding roads, requesting their views on measures to prevent unauthorised access onto Farley Green. Members agreed the draft, the Clerk will produce the letter this week and it will be hand delivered by Cllrs Bevan and Gellatly. Responses will be requested, to the Clerk, by the end of November.

121/19 **Police matters:** No update on the website since August.

122/19 **Committee reports:** to receive brief reports on the following:

Highways, byways, traffic: Cllr Brockwell

- a) finger post at the end of Brook Lane: Cllr Brockwell has not been able to establish the whereabouts of the missing finger post. The Clerk will ask Bahram Assadi if he has any knowledge.
- b) village gateways: Cllr Brockwell advised that it would only be possible to put a gateway on one side of the road at each end of the village, if they are moved further into the village. It was agreed to consult with Bahram Assadi when he visits Albury later in the month.
- c) VAS: The Clerk had asked Mr Assadi for his views on solar powered VAS and he had requested a site visit. He had also recommended a reliable supplier. The Clerk will seek quotes following the site visit on the 14th November.
- d) Cllr Dennis advised that the sign on the road from Newlands Corner which indicates the bend is covered with foliage. Cllr Taylor will inform Highways.
- e) A H&B meeting will be held following shortly after the meeting with Mr Assadi on the 14th November.
- f) Michael Baxter had asked the Parish Council's help with the whereabouts of the sign in the layby at the end of Church Lane, as the area was now being used for parking. Members took the view that this is not a turning point and that it was not a Parish Council responsibility.
- g) footpaths: Cllr Brockwell had given Hannah Gutteridge, SCC Access, a map of all the footpaths in the parish, annotated with the places where stiles and kissing gates need to be repaired or replaced. He hoped to be able to use S106 funds to do this work.

Outdoor maintenance: Cllr Yeoman

- a) log in the layby at Farley Green: Cllr Yeoman advised that this should not be removed, as it is supporting the bank.

Open Spaces: Cllr Rowland

- a) Zipwire for recreation ground: Cllr Brockwell had requested that this item be returned to for further discussion. He was very unhappy that the decision had been made to spend the whole £33,000 of S106 monies on the playground, which was used for a small section of the parish. He pointed out that the £10,000 allocated to the zipwire could be used for stiles and kissing gates, a contribution to the new cricket pavilion, a grant to Shere swimming pool (used by the parish) or incursion prevention on Farley Green. Members had not appreciated that the S106 money could be used for Open Spaces as well as recreation and **determined** that the decision made at the October meeting to purchase the zipwire should be overturned.
- b) cricket club floodlights: Cllr Brockwell had discussed the floodlights with the cricket club. It seemed that they intended to use them this winter, Cllr Brockwell will inspect and refurbish them, and utilise two for work with the B4SH. The Clerk confirmed that the Parish Council had bought the floodlights, using S106 money, they had not made a grant to the cricket club.
- c) minor maintenance: a list of minor maintenance work in the parish had been circulated. Members agreed that a handyman would be a useful asset to the parish, as there were a number of items on the list that were either not done or were done by volunteers. The Clerk will seek applicants.

Planning and Environment: Cllr Gellatly

- a) Minutes of the meeting held 14th October: had been circulated and were noted.
- b) 17/P/00647 Meadside, 47, Church Lane, Albury. GU5 9AL: the traffic management plan had not been well thought out or implemented. Cllr Gellatly would ensure that members made a point of considering the traffic management plan for all new applications.

Village Hall: Cllr Brockwell

- a) quotations for internal decoration of hall: Members agreed to accept the quotation provided by Andy Hammond. At £2350 it was the most expensive of the three received, but Andy is a local man and his work is known and is of good quality.
- b) Igas community fund have opened up requests for applications for grants for community halls. Cllr Brockwell suggested that the hall lighting should be renewed, as it is now very dated. The Clerk will also apply for a grant for the proposed new blackout blinds.

Allotments: Cllr Robinson

- a) community orchard: this had been discussed with Alex and it was agreed to defer action for the time being, pending further consultation with potential volunteers.
- b) vacant allotments: an advertisement has been sent to Shere and Chilworth parish magazines.
- c) car park: Michael Baxter had agreed in principle to allow a piece of land to be used as a car park. Cllr Brockwell had costed out surface webbing, at £1500, to which should be added excavation, fencing and grass seed. Cllr Dennis was concerned about the damage to properties near the site by cars driving up a very narrow lane. Members agreed not to pursue this, as the use of the allotments does not justify this level of expenditure.

Communications: Cllr Dennis

- a) council email addresses: Cllr Bevan will investigate alternative email addresses.
- b) New neighbours pack: Cllr Dennis and Pat Webb have met, and have arranged with GBC to receive the new residents electoral roll each month.
- c) Vulnerable residents: members **agreed** that, due to GDPR issues, this will not be pursued.
- d) Albury Matters: the latest issue will be ready for print shortly. Thanks were recorded to Cllr Dennis for all her work on this.

123/19 **Neighbourhood Plan**

Cllr Dennis reported that it was hoped the re-convene the cancelled meeting with GBC and John Dowty later this month.

124/19 **Finance**

- a) Payment list for October 2019: the expenditure of £4320.41 for the month was noted and approved.
- b) Management report for October 2019: Cllr Brockwell noted that the playground equipment will have been inspected twice this year. The Clerk advised that the second inspection had been free of charge, as it had been done at the same time as the inspection of the new equipment. Cllr Rowland explained that it was good practice for the new equipment to be signed off independently,
- c) Bank reconciliation statement for current account: October 2019: members noted and agreed the bank reconciliation, duly signed by the Chairman of Finance.
- d) Cllr Brockwell raised the issue of village hall debtors, which were still extensive. He did not believe that a pre-payment system would work.

125/19 **Councillors business:** for noting or including on a future agenda

- a) Daffodils: Cllr Gellatly had received a request from the Barn Church to plant bulbs on Farley Green. This was agreed, subject to agreeing where they are planted.
- b) Wild Flowers: Cllr Gellatly had also received a request to plant wild flowers on Farley Green. This was rejected, as establishing wild flowers would take considerable work, and would not be compatible with mowing schedules.
- c) Christmas tree: it was agreed to ask the Estate for a tree, to be placed outside the hall. The proposed handyman would be asked to erect it and install the lights.

126/19 **New Correspondence:** *tabled at the meeting.*

- a) Local Council Review for Autumn 2019

127/19 **Dates of meetings**

Full Council:	2 nd December
Planning:	25 th November, 16 th December
Highways & maintenance	to be arranged
Communications	

The meeting closed at 10.30pm