



# 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 2<sup>nd</sup> March 2020 at 7.30pm**

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



**Present:** Cllr J Rowland (in the chair), Cllrs J Brockwell, S Dennis, P Gellaty, G Robinson,  
P Yeoman  
Borough Cllr D Jones  
NP administrator, Tracy Laffar.

**In attendance:** The Clerk, Mrs J Cadman

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

024/20 **Apologies for absence:** were received from Cllr Bevan.  
Apologies were also noted from County Cllr K Taylor

025/20 **Declarations of interest:** none were made.

026/20 **Minutes of the Meeting held Monday 3<sup>rd</sup> February 2020:** were agreed as a correct record of the meeting and signed by the Chairman after the following amendment:  
019/20: VAS: The Clerk is seeking a quotation from Westcotec for both solar and battery powered options.

027/20 **Matters Arising**

Other than those contained in the agenda.

16/20a) *defibrillator at William IV:* Cllr Brockwell will arrange an electrician to install the heated cabinet. **JB**

16/20b) *Guildford Lane:* Cllr Yeoman and the Clerk had conducted a site visit, and the Clerk subsequently met with Hannah Gutteridge. Hannah has agreed that SCC will clear and re-dig the ditch, level the bridleway and install grips, and widen the soak away where the pipe runs under the road. This will all be done in the summer. The Clerk has asked Cllr Taylor to arrange for the silt to be cleared from the road in the meantime, and has also asked for two grips to be dug in Guildford Lane to take water off the road as it comes down the hill after the car park.

16/20c) *unauthorised occupation:* Members received the Clerk's report, attached to the minutes. Cllr Brockwell Proposed, Seconded by Cllr Yeoman, that the Parish Council take no further action at present. This was agreed by all present and those residents who replied will be advised of the decision **Clerk**

16/20d) *Westonfields:* The Clerk has not heard back from GBC Housing regarding the fence leaning towards the footpath. Cllr Jones offered to assist.

028/20 **Chairman and Clerks matters arising**

a) *Annual Parish Meeting:* the following format was agreed:

- 7am start, with refreshments

- 7.30 meeting opened by Chairman, with short report on PC year
- presentation from Guildford Environmental Forum on Climate Change
- possible Surrey Hills Dark Skies presentation. Contact from Cllr Dennis
- NP Affordable Housing. Cllr Dennis to provide a film, to be played during the evening.
- Local Societies
- Albury Estate

SD

029/20 **Police matters:**

- a) Crimes recorded in December: 1 anti-social behaviour in Heath Lane.
- b) Recent correspondence: this was noted and efforts will continue to engage with the police. It was noted that Shere PC have police posters on their notice boards regarding recent criminal activity, the Clerk will talk to their Clerk.

Clerk

030/20 **Committee reports:** to receive brief reports on the following:

Highways, byways, traffic: Cllr Brockwell

- a) *VAS:* Members received the quotations from Westcotec for battery and solar powered options. Cllr Brockwell pointed out that there are only two positions in the village suitable for a VAS and one would not be suitable for a solar powered option. Members agreed the following:
  - to purchase a battery powered VAS with data collection and bluetooth facility at £3500.00 + vat.
  - to enquire whether the machine can be calibrated.
  - that the current loaned VAS should be kept until the new one is installed.
  - members preferred the sign that signalled 'slow down' for speeds over 30mph, and 'thank you' for speeds under 30mph, at a cost of £3175.00 + vat. The Clerk will check with Bahram Assadi that this is permissible. If this is not, the Parish Council will purchase the 'slow down' with speed indicator option, at £2,800.00.
 Proposed by Cllr Brockwell, Seconded by Cllr Dennis, all in favour.

Clerk

- b) a meeting of the committee will be held on Monday 9<sup>th</sup> March, following the Planning meeting.

Outdoor maintenance: Cllr Yeoman

- a) *no dogs signs:* purchased and installed
- b) *Recreation ground tidy:* the handyman has been instructed.
- c) *exercise equipment:* grasstex was installed under this equipment. The site will be monitored.
- d) *triangle of grass at Little London:* the triangle has been driven over, it was agreed to defer action on rectifying this due to current weather conditions.

Open Spaces: Cllr Rowland

- a) *ditches and layby at Farley Green:* Cllr Rowland had inspected the ditches. Part of the Farley Green ditch had been dug out by a local resident. Cllr Rowland requested a site meeting with Cllr Brockwell and Farley Green residents. Cllr Yeoman reported that the water laying on the Green had now dried up and the ditches and pipes were running well. It was agreed that the residents could restore the Log Discs which had protected the bank in front of Thatch Cottage. Councillors Yeoman and Rowland would assess the extent of the erosion along the length of the layby to ascertain what, if any, restoration works were necessary at this point in time.

JB/JR

- b) *litter pick*: has been advertised, the Clerk has arranged litter pickers.

Planning and Environment: Cllr Gellatly

- a) The number of closed enforcement cases had increased.  
b) Open cases still include Jacquinn cottage, the Manor House Hotel, Cheynes Entrance, Water lane Farm, and Church Lane, all of which had been on the enforcement list for some years, despite requests for updates from the GBC Enforcement Team. Cllr Jones had agreed to intervene and was thanked for her help.

**JB/  
Clerk**

Village Hall: Cllr Brockwell

**Clerk**

- a) *Outstanding debt list*: some long standing debtors have now paid. The Clerk and Cllr Brockwell will review the list and report at the April meeting.  
b) *Legionella testing*: members received the report from Valens Water Ltd and noted the content. Members agreed to accept the recommendations and authorised the Clerk to purchase testing equipment and to carry out the tests as recommended. Proposed by Cllr Dennis, Seconded by Cllr Robinson, 5 in favour, 1 against.  
c) *village hall blinds*: members received two quotations for blinds for the hall and agreed that Hilary Blinds be awarded the contract at £1,000 for supply and fitting.

**Clerk**

Allotments: Cllr Robinson

- a) Invoices for the current year will be delivered shortly.  
b) Cllr Dennis suggested that consideration be given to moving the allotments to somewhere more accessible, but it was agreed that most current tenants would not wish to give up their plots.

**Clerk**

Communications: Cllr Dennis

- a) *Facebook*: deferred for a report from Cllr Bevan  
b) *emails*: members confirmed those that are able to receive emails via the new parish council email address. The Clerk will send the new addresses to all members.

031/20

**Neighbourhood Plan**

Cllr Dennis reported as follows:

At the February Steering Group meeting, Task Groups had updated the meeting on their progress. Local landowners who had expressed an interest in the 2019 Guildford Land Availability Assessment were also present. A presentation was given by Brendan O'Neill regarding CRTB/NDO and the potential routes they might offer the NP Group. The landowners present were asked to revert to the NPSG with any potential sites by mid-April. These will need to be thoroughly assessed before public consultation.

The Parish Council is also a landowner and will need to address whether to put its sites forward for consideration by the NP committee. It was agreed that this discussion would take place at the April meeting.

032/20

**Finance**

- a) Payment list for February 2020: members approved the payment list and expenditure for the period  
b) Management report for January : noted and approved  
c) Bank reconciliation statement for current account: January: members noted and agreed the bank reconciliation, signed by the Chairman of Finance.  
d) Grants: 'Members agreed to award grants of £250 each: to Albury Church PCC; The Hurtwood; Surrey Air Ambulance; the Saxon Church. Proposed by Cllr Brockwell, Seconded by Cllr Robinson, all in favour.

- 033/20 **Councillors business:** for noting or including on a future agenda
- a) Sorting office: the closure is delayed for legal reasons.
  - b) the wooden chimneys marking the pinchpoints are now very dark. The village handyman will be asked if they can be cleaned. **Clerk**
  - c) Flooding at The House, Shophouse Lane. Cllr Yeoman will ask Matt to dig out the grips in the spring. **PY**
  - d) Tappers Alley: neighbours are tipping their garden waste over the fence and into the sides of the Alley. The Clerk will discuss preventative measures with SCC. **Clerk**

034/20 **New Correspondence:** *tabled at the meeting.*  
*None received.*

034/20 **Dates of meetings**

Full Council:	6 <sup>th</sup> April,
Planning:	9 <sup>th</sup> March
Highways & maintenance	9 <sup>th</sup> March
Communications	
Annual Parish Meeting	20 <sup>th</sup> April

The meeting closed at 9.50pm.

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