



# 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 7<sup>th</sup> June at 7.30pm in the village hall**  
for the transaction of the under mentioned business.



**Present:** Cllrs S Bevan, J Brockwell, S Dennis, P Gellatly, A McCann, J Rowland.  
County Cllr Robert Hughes  
Borough Cllr D Jones  
**In attendance** The Clerk, Mrs J Cadman

- 69/21 **Election of Chairman:** Cllr Brockwell Proposed that the Council elect a Chairman for each meeting, and postpone the election of a Chairman to the Council for the time being. Seconded by Cllr Gellatly, all in favour. Cllr Rowland was Proposed as Chairman for this meeting by Cllr Brockwell, Seconded by Cllr Gellatly, all in favour.
- 70/21 **Apologies for absence:** were received from Cllr Robinson and Yeoman.
- 71/21 **Declarations of interest:** none were made.
- 72/21 **Election of Vice Chairman:** Cllr Graham, Proposed by Cllr Rowland, Seconded by Cllr Gellatly, all in favour.
- 73/21 **Appointment of committees, committee chairmen, and members**  
Committees were appointed as follows:  
Highways and Byways, to include Outdoor Maintenance, Allotments and Open Spaces  
Planning  
Village Hall  
Finance  
Committee membership would consist of all members. The Chairman of each committee will be appointed at the first meeting.
- 74/21 **Minutes of the Meeting held Monday 12<sup>th</sup> April 2021:** were agreed as a correct record and signed by the Chairman.  
**Minutes of the meeting held Thursday 6<sup>th</sup> May 2021:** were agreed as a correct record and signed by the Chairman.
- 75/21 **Matters Arising**  
60/21:5: *Barn Church:* The Clerk advised that it would not be possible to use S106 funds to assist the Barn Church, as it was not considered a recreational purpose. Members suggested that the fundraisers approach Your Fund Surrey and agreed that this Council would give them full support. Members also agreed to consider a grant for a discrete part of the project and Ms Darling would be asked to attend the next meeting to discuss this further. Members agreed that more work needed to be done to establish the budget and proposed plans.

*Tree on Farley Green:* an article to be written for the Parish Magazine.

*Floor in Library:* Cllr Brockwell will ask the firm who did the flooring after the toilet project.

76/21 **Chairman and Clerks Matters arising**  
There were no additional matters to raise.

77/21 **Police matters:**  
April 2021: 1 anti social behaviour at Newlands Corner.  
Members agreed to invite the new Police and Crime Commissioner to a meeting, advising her beforehand what our concerns are.

78/21 **Committee reports:**

*Highways, Byways and Traffic:* Cllr Brockwell

- a) VAS: Cllrs Brockwell and Gellatly had moved the VAS that we own. The loaned VAS does not work.
- b) Repairing stiles: It was agreed to ask our handyman to carry out the necessary repairs. Cllr Brockwell will advise Hannah Gutteridge, SCC Countryside Access, of this action.
- c) Ditch at the end of Church Lane: members agreed that this should be cleared again, to keep it under control. Cllr Brockwell will speak to Mint Landscapes.

*Outdoor maintenance:* Cllr Yeoman

The following report was received from Cllr Yeoman:

This year we made a big effort on clearing ditches, with years of neglect. The work at Farley Green was carried out by Mint Landscapes, to an excellent standard. We also took this opportunity to sort out the overgrown and silted pond, the work being carried out by David Smithers. He removed over 100 barrow loads of silt and weeds. Dealing with the collapsed outlet pipe, a new pipe was installed and connected to the pipe which crosses the road. This has cured the puddle on the Green.

Going forward, we will look at the hippo ponds in the woods near to Lipson cottages. Investigation is needed on whether these are the responsibility of the Parish Council or the Estate.

The ditch on the bridleway at the top of Church Lane has been cleared, grips cut and the ditch is now working well in heavy rain.

Grass cutting has now started: Mint at Farley Green and the Recreation Ground, Michael Hancock at the Community Meadow, Albury Heath, Little London.

Cllr Yeoman has asked Matt Hiley to trim the posts on the A248 by the Estates office.

The plants for the troughs have been received and planted by the village handyman.

SCC had done work at St Martha's car park and the surrounding footpaths, hopefully curing the problem of flooding onto the road. The ditch in the car park is full and overgrown and needs ditching, but SCC would not fund it so it has not been done.

*Open spaces:* Cllr Rowland

A complaint had been received about a dog being exercised in the recreation ground. The Clerk will source some new signs.

*Planning and Environment:* Cllr Gellatly

The latest meeting of the Planning Committee had been held just before this meeting.

*Village Hall:* Cllr Brockwell

The hall is gradually coming back into use, with each use risk assessed.

Cllr Bevan will show Cllr Brockwell and the Clerk new software that is capable of accepting bookings and taking payments.

*Allotments:* Cllr Robinson

No report had been received.

*Communications:* Cllr Dennis

Cllr Dennis intends to start a new publication of Albury Matters shortly and asked for copy.

79/21 **Environmental Projects**

The group had held some meetings and will place an article in the Parish Magazine. They hoped to take a

stall at the Produce Show and are working on a leaflet to give out, and to take to schools. The group were considering a residents' survey to raise awareness to gauge interest. It was also intended to involve other Tillingbourne parishes. Cllr Bevan will place items of interest on the website.

80/21 **Epic Cycling Events**  
Cllrs Brockwell and McCann had talked to Just Pedal. Cllr Jones is co-ordinating meetings with other parish councils who are affected. A meeting had been arranged with Just Pedal and Surrey Hills AONB, together with other parish councils, so that concerns could be discussed.  
It was noted that the impact on Albury is minimal but agreed that it would be helpful to have a better understanding of these cycling events and how they are managed. The important factor was that they should be sustainable and that there is a structure in place to ensure that the events are run in a consistent way.

81/21 **Surrey Hills Champion**  
It was agreed that, if it is possible for the Parish Council to join this initiative, as opposed to individuals, it will do so.

81/21 **Neighbourhood Plan**  
Cllr Dennis advised that the grant application process had changed again, and clarification had been sought from Locality regarding future grant funding. The feedback received means another application (4<sup>th</sup> attempt) will be made to Locality for a grant. There is potentially another £11,250 available to complete the Neighbourhood Plan.  
The consultant will shortly start work on all areas except affordable housing which cannot commence until grant funding is secured.  
The Parish Council will be a statutory consultee at the Regulation 14 consultation stage. Cllr Rowland expressed his disappointment that the Parish Council would not see the document before then.

82/21 **Finance**

- a) *Draft Management report to 31<sup>st</sup> May*: noted and approved.
- b) *Payments to 31<sup>st</sup> May*: noted and approved.
- c) *Internal auditors report*: members discussed the items raised in the report as follows:
  - i. Transparency: Cllr Bevan will look at how this could be achieved.
  - ii. GDPR: members will use their Parish Council email addresses.
  - iii. Bank reconciliation: the Parish Council should return to approving this at each meeting.
  - iv. Income: village hall fees should be noted and approved at a full Council meeting
  - v. Reserves: unallocated reserves are high. Members agreed to earmark £30,000.

The Clerk was thanked for a good report. Acceptance of the report was Proposed by Cllr Brockwell, Seconded by Cllr Rowland, with all in favour.

- d) *Annual Governance statement*: Members were able to answer all questions in the affirmative. Agreement to the statement was Proposed by Cllr Brockwell, Seconded by Cllr Bevan, with all in favour.
- e) *Accounting Statements*: Members agreed to approve the accounting statements, Proposed by Cllr Brockwell, Seconded by Cllr McCann, all in favour.

83/21 **Councillors business: for noting or including on a future agenda**

- a) The road at the junction of Lockhurst Hatch Lane has been resurfaced.
- b) The no through road sign at this point has rotted.

Cllr Dennis welcomed the County Councillor to the meeting and asked him to report on his first month at Surrey. Cllr Hughes advised that his interest was in local affairs, and he had found that the major concern was in connection with traffic. He had joined the Resources Committee at SCC. He was interested in getting more involved in the financial aspects at County level, as he had some concerns about procurement in some parts of the Council.

He had five parish councils in his patch and had already attended some meetings. He was happy to help where he could. Cllr Brockwell advised that the major area of concern was highways issues. The undulations on the A25 near Silent Pool were not resolved and were getting worse.

84/21 **New Correspondence**  
None had been received.

85/21 **Dates of meetings**  
Full Council: 5<sup>th</sup> July, no meeting in August  
Planning: 28<sup>th</sup> June, 19<sup>th</sup> July

The meeting closed at 9.25pm