



# 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 meeting of Albury Parish Council held on  
**Monday 6<sup>th</sup> June, 2022 at 7:30 pm in the Village Hall**  
for the transaction of the under-mentioned business.

A member of the public attended the meeting to discuss two anti-social behavior issues regarding dogs and their owners in the Recreation Ground. The member of public advised that they had tried to contact someone at GBC, but their mailbox was full, so Borough Cllr Jones agreed to look into an alternative contact. Cllr Dennis raised the suggestion of putting CCTV up in the Recreation Ground. The Clerk will look into this.

A minute's silence was held in memory of Borough Cllr Richard Billington.

**Present:** A. McCann, J. Brockwell, P. Gellatly, P. Yeoman, S. Dennis.

Borough Cllr Jones

County Cllr Hughes arrived at 19:45

**In attendance:** The Clerk, Ms. C. Bishop-Wright

085/22

**Election of Chair:**

Deferred to next meeting due to Cllr Bevan's absence, so Cllr Brockwell will continue acting as Chair for the time being.

086/22

**Apologies for absence:**

S. Bevan.

087/22

**Declaration of interest:**

None received.

088/22

**Minutes of the meeting held 9<sup>th</sup> May:** the minutes were amended, agreed upon by all, and signed by the Chair.

089/22

**Brief Report from Borough Councillors**

- a) Borough Cllr Jones advised that Guildford's city status bid was not successful. A new Mayor and Deputy Mayor have been elected for Guildford. Dennis Booth is the new Mayor and Masuk Miah is the new Deputy Mayor.
- b) *ACE Tillingbourne* – 400 metres of hedges have now been planted through ACE Tillingbourne.
- c) *EV Charging points* – GBC is currently doing a survey on where people want EV charging points. Borough Cllr Jones welcomes any suggestions for where these can be introduced. It was agreed that the Village Hall and possibly the Albury Sports Club car park should be considered. Consent would be required from Albury Estate.
- d) *Suez* – A meeting of the Landfill Liaison Committee will be taking place at 2 pm on 14<sup>th</sup> June. The electricity generation plant that is currently at the site was unable to handle the volume of methane being produced, so this has been replaced with one double the size. Any recent venting of gas had been the result of lack of capacity of the old equipment.

- e) *Holmbury First Responders* – Borough Cllr Jones briefed on the AONB meeting with some members of the Friends of the Hurtwood. FoH reinforced their objection to the Holmbury First Responders. Cllr McCann agreed to forward more background information regarding the training and background of the HFR's to Borough Cllr Jones in support, see 091/22. **DJ**

090/22

**Brief Report from County Councillors**

- a) *Footpath in Winterfold closure during filming* – County Cllr Hughes contacted SCC about the closure of this path which often far exceeds the actual days of filming. SCC responded that the path was only closed on the days when filming takes place, though this appears not to be the case. County Cllr Hughes will share this report with Cllr Gellatly. **BH**
- b) *Woodhill Sandpit* – nothing to report the application for this has not yet been validated.
- c) *Wellsite* – nothing to report. The planning application will now be presented to the SCC Planning Committee Meeting.
- d) *Potholes* – County Cllr Hughes advised that there has been £15m allocated for potholes.

091/22

**Matters Arising:**

- a) *Holmbury First Responders:*
- i) *Joint Letter* – the Clerk advised that Shere Parish Council will respond to whether they wish to write a joint letter about HFR to FoH after their meeting on 9<sup>th</sup> June. The clerk will report on any updates at the next meeting. Cllr Dennis suggested that APC write a letter to the Chair of Ewhurst Parish Council to propose the joint letter to them and canvas their support. **CJ**
- ii) *AONB meeting* – Cllr McCann reiterated that the HFR are trained and are working alongside the NHS. Cllr McCann will forward the details of their training and the incidents that they have assisted with to Borough Cllr Jones. County Cllr Hughes still waiting to hear back from NHS to hear their view on the Responders and will contact SCC to find their view of the Responders driving on Bridleways. **AM**
- b) *Queens Platinum Jubilee* – Guildford Dragon contacted the Clerk to get any photos from the Jubilee. Cllr Brockwell will forward there. The cost for the toilets has already been covered by Albury Estate. The largest cost for the event were the posters and banners which is just over £100. Cllr Brockwell also suggested that APC cover the costs for the printing of two photographs – one for the village hall and one for the church. Cllr Brockwell advised that the total will be less than the original budget. All in agreement. Cllr Brockwell to forward the invoices to the Clerk. **JB**
- c) *Training* – Mulberry have offered training for the Clerk on the accounting system. They charge £50 per hour and the training should last around 2 hours. All in agreement. **CJ**
- d) *Edgeley Park (EP)* – Cllr Brockwell briefed on the meeting with County Cllr Hughes and Dr Brierley that occurred the previous week. The eviction notices served to 96 residents at Edgeley Park were discussed along with change of ownership of EP. County Cllr Hughes requested that APC contact GBC with reference to any changes that might result to the licences EP under any change of ownership. APC will also ask GBC if they support the park having permanent residents. Cllr Gellatly and Cllr Brockwell will forward any information they have regarding previous licences/planning restrictions to Cllr Dennis who will compose a draft letter and circulate to Council for comment. **JB**  
**PG**  
**SD**
- Parking on Farley Green due to Edgeley Park prohibiting commercial vehicles from parking overnight in the Park seems to have decreased slightly, however there does seem to be some vans still there. The Clerk sent a letter to Edgeley Park to inform that parking on the Green is prohibited, but they have received no reply yet. If the issue persists APC will look to put up signs. To be reviewed if this continues.

092/22	<p><b>Clerk's Matters Arising:</b></p> <p>a) <i>Acceptance of office</i> – up to date acceptance of office forms have been requested from all Councillors for Clerk's records. <b>ALL</b></p> <p>b) <i>Standing Orders</i> – the internal auditor informed that our Standing Orders and Financial Regulations were outdated. The Clerk has previously circulated and requested approval to their adoption. All in agreement. Cllr Dennis advised that she would circulate the revised Financial Regulations with queries indicated in order to achieve compliance. <b>SD</b></p> <p>c) <i>Financial regulations</i> – The Clerk has previously circulated and requested approval to their adoption. All in agreement.</p>	
093/22	<p><b>Police Matters:</b></p> <p>a) <i>Link to crime statistics:</i> <a href="https://www.police.uk/your-area/surrey-police/albury-shalford-compton-holy-trinity-shere-gomshall-peaslake-and-farley-green/">https://www.police.uk/your-area/surrey-police/albury-shalford-compton-holy-trinity-shere-gomshall-peaslake-and-farley-green/</a></p>	
	<p><b>Committee Reports</b></p>	
094/22	<p><i>Highways, Byways, and Traffic:</i> Cllr Brockwell</p> <p>a) <i>VAS</i> – Cllr Brockwell has yet to receive information regarding the upgrade of the existing or new VAS costs. This is deferred to the July meeting. <b>JB</b></p>	
095/22	<p><b><i>Outdoor Maintenance and Open Spaces:</i> Cllr Yeoman</b></p> <p>a) <i>Track of Ride Lane query</i> – a letter has been sent to the member of the public requesting the that APC maintain this track. Cllr Brockwell is going to draft a letter for the Clerk to send to seek legal advice in reference to closing the track to prevent further damage. <b>CJ</b> <b>JB</b></p> <p>b) <i>Trees on Farley Green &amp; Cherry trees</i> – Questionnaire to be finalized. <b>CJ</b></p> <p>c) <i>Dog fouling</i> – the Clerk shared a video to the Council that a member of the public sent of an anti-social behaviour issues that stemmed from the dog fouling, and dogs in the recreation ground. The Clerk is going to contact the PCSO to inform of this incident, and of the issues raised in the open forum at the beginning of the meeting. <b>CJ</b></p> <p>d) <i>Posts in the triangle on the approach to Little London on Park Road</i> – Cllr Brockwell has the replacement posts, and will replace these soon. <b>JB</b> <b>PY</b></p> <p>e) <i>Verge adjacent to the Bungalow, Shophouse Lane</i> – Cllr Yeoman to discuss with a contractor to cut the grass here. <b>PY</b></p> <p>f) <i>Horses and bikes on footpaths</i> – Cllr Brockwell to discuss this with the landowner before discussing with Countryside Access. <b>JB</b></p>	
096/22	<p><b><i>Planning and Environment:</i> Cllr Gellatly</b></p> <p>a) Minutes of the meeting held 16<sup>th</sup> May, 2022 – agreed as a correct record of the meeting.</p>	
097/22	<p><b><i>Village hall:</i> Cllr Brockwell</b></p> <p>a) <i>Finance</i> – Cllr Brockwell advised only two invoices are still outstanding from 2021, and five outstanding invoices for 2022. The Clerk will chase these. <b>CJ</b></p>	
098/22	<p><b><i>Allotments:</i> Cllr Robinson</b></p> <p>a) <i>Agreements</i> – Clerk sent to tenants by email previously. Any not yet received have been sent by post to be signed. <b>CJ</b> <b>JB</b></p>	
099/22	<p><b><i>Communications:</i> Cllr Dennis</b></p> <p>a) <i>Email database</i> – the former Clerk does not have the email database for the parish. Cllr Dennis suggested we re-build the database, all agreed. With regard to the Village Hall and drumming up extra hires, she suggested to put an advert in the</p>	<b>CJ</b>

parish magazine, on the website, in Albury Matters, and on Facebook. The Clerk will action.

- b) *Village Hall* – to advertise the village hall in the parish magazine an advert needs to be produced before 14<sup>th</sup> June. There is already an advert on the website. **CJ**

100/22 **Environmental Projects: Cllr McCann**

- a) *Litter picking* – Cllr McCann advised of the local litter picking groups happening through tillingbourne.earth.

101/22 **Neighbourhood Plan: Cllr Dennis**

- a) *Consultant* – Cllr Dennis advised that the plan is currently being drafted by the consultant, and this should be received within the next couple of weeks. Cllr Dennis has to chase some landowners for some more information in reference to affordable housing. **SD**

102/22 **Finance:**

- a) *General reserves* – the internal auditor asked the Clerk to remind the Council that the general reserves for the Council should be between 25-100% of the precept.
- b) *Audit* – the Clerk and Cllr Brockwell briefed the Council on the recent internal audit. The AGAR form was completed by the Council and signed to be sent off. Cllr Brockwell also advised that a risk assessment needs to be carried out. Cllr McCann volunteered to complete the risk assessment with the assistance of the Clerk and Cllr Brockwell. **CJ**  
**JB**  
**AM**
- c) *Bank reconciliation* – all bank reconciliations will be produced for the next meeting.

103/22 **Councillor's Business**

- a) *Grant for mailing* – the Council previously offered an annual £100 payment to the Parish Magazine which assists by distributing Albury Matters and other mailings to the Parish. Clerk to contact Andrew Pearson to liaise regarding how this will be paid. All agreed. **CJ**
- b) *Planters* – Cllr McCann queried when the planters in the village would be planted. Cllr Yeoman advised that they are planting these in early June. **PY**
- c) *Padlock at Recreation Ground vehicle access gate* – the padlock has disappeared from this gate previously put on to assist with dog issue in parks. JB to purchase new padlock. **JB**

104/22 **New Correspondence**

None to report.

105/22 **Date of Meetings**

Full Council: 4<sup>th</sup> July; 5<sup>th</sup> September.

Planning: 27<sup>th</sup> June; 18<sup>th</sup> July.

The meeting closed at 21:41

Dated this:

Signed: C. J. Bishop-Wright, Parish Clerk