



# 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 3<sup>rd</sup> April, 2023 at 19:30 in the village hall**

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

### Open Forum

**Present:** Cllrs J. Brockwell, P. Gellatly, P. Yeoman, S. Bevan, and S. Dennis  
Borough Cllr Jones (arrived at 19:50) and County Cllr Hughes  
A member of public: Mr Neil Edwards

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

#### 070/23 **Election of Chairman**

The Vice Chair, Cllr Dennis, is standing as Chair due to Cllr McCann's absence.

#### 071/23 **Apologies for absence**

From Cllrs G. Robinson and McCann  
Borough Cllrs D. Jones and R. Morris

A note of thanks was given to Borough Cllr Jones, and Cllrs Brockwell and Yeoman whose last meeting this is as they're not re-standing.

#### 072/23 **Declarations of interest:**

None received.

#### 073/23 **Minutes of the meeting held on Monday 6<sup>th</sup> March; Annex 1**

Cllr Brockwell proposed some amendments for the clerk to recirculate. The minutes will be re-presented at the May council meeting for signing.

#### 074/23 **Actions Update; Annex 2**

##### a) *Community communications and database update*

Cllr Dennis advised that having a community database or Whatsapp group would involve storing private data and as such GDPR regulations to be followed with ongoing updates, which would be labour intensive, and is not at the top of the PC's priority list right now. Cllr Dennis suggested that it is not practical to pursue these options and that instead that PC should ask permission from other parish groups to share important

information if and when the situation arises whilst still using other methods, e.g. parish website, Facebook page, Albury Matters, and leaflet drops.

b) *Holmbury First Responders letter draft for approval*

Cllr Dennis circulated the draft letter regarding the responders. Cllr Gellatly made some amendments during the meeting. All in approval of the letter. Cllr Dennis to send to the Clerk to send.

SD  
CJ

075/23 **Brief report from Borough Councillors**

a) *Update on the Local Plan*

Cllr Jones informed that the recent policy additions to the draft Local Plan passed unanimously, other than one refusal. Cllrs from all parties voted in favour. This basic plan including housing targets has already been approved by a government inspector. The full plan is available to view on the GBC website. Cllr Jones listed a brief summary of the changes: there will now be a 20% net biodiversity gain required with every development approved; concerns around the height of the development at North Street had resulted in the planning application being refused. Cllr Dennis asked when CIL (Community Impact Levy) will be available. Cllr Jones to look into this.

DJ

b) *Update of GBC priorities*

Cllr Jones advised that the Local Plan and the upcoming elections will define GBC's priorities.

c) *Holmbury First Responders*

Cllr Jones contacted the police in regards to the responders. She read a response from Neil Lancaster in which he advised the police have no knowledge of the first responders, and they are not able to use the Emergency Workers 2006 Act. Cllr Jones mentioned that the PC should consider this in their letter to the Friends of the Hurtwood. Cllr Jones will circulate this response. Cllr Dennis clarified that the letter the PC is intending to send to landowners does not endorse the HFR, but draws attention to the fact that the emergency services do recognise the HFR's value in emergency situations where conventional vehicles cannot access and indeed deploy them in emergency situations. The letter requests that landowners be open minded to the ongoing value and training that the HFR's bring as this service develops.

076/23 **Brief report from County Councillors**

a) *Woodhill Sandpit/Sawmills update*

Cllr Brockwell outlined errors from the circulated SGMatters Newsletter (this can be found: <https://www.sgmatters.org.uk/NEWSLETTERS/NEWSLETTER161.pdf>). The works that are currently going on at the sandpit are from an already approved planning application. A concern about the entrance to the sandpit was made – Cllr Gellatly confirmed that a condition of the planning works is to move the gate back and wider the entrance. Cllr Hughes advised of some concerns regarding the height, and that this should be 6.5m. Cllr Brockwell clarified that this was the height of a previously refused planning application. He clarified that the application was initially refused, and then approved at appeal. The application was then re-submitted with the height at 8m to eaves, and 9.455m to ridge. Cllr Hughes advised that no EIA for the prospective planning application has not been submitted.

b) *Westonfields flooding update*

Cllr Hughes advised that the works at Westonfields in regards to the flooding are due to be done soon. Cllr Brockwell advised that some work has been done.

BH

Cllr Dennis advised that the gullies on The Street have been cleared to assist the issue of water running off Tupper's Alley to the Mill House. She questioned if their position is correct to be beneficial.

c) *Farley Green flooding update*

There have been no reports of flooding here recently. Cllr Hughes advised that the ditch is filling since it has been dug out and the pipe blasted here. The pipe underneath the drive to The House still needs to be jetted through, but the 2 grips and the ditch to the pipe under the drive requires excavation. The landowner has not done this yet. (Note: this has now been done).

d) *Improving communications in regards to road closures*

- Cllr Brockwell has forwarded a weekly highways and byways information site to the Clerk. The Clerk will put this alongside the weekly email sent from SCC for road closures on the website. **CJ**
- e) *Sherborne Bridge repair*  
The repair of the bridge was scheduled for 27<sup>th</sup> March, but the work was not started on this day. Cllr Hughes will chase the new scheduled date. **BH**
- f) *Edgeley Park response to letter from GBC*  
Cllr Dennis requested Cllr Hughes provide any supporting evidence which can enable the PC to respond to the recent letter received from GBC. **BH**
- g) *iGas application*  
Cllr Hughes advised that the application at the wellsite has been rejected, due to the quality of hydrogen being produced. For every 1kg of hydrogen the site would produce, it would also produce 9.3kg of carbon which is dangerous to the environment, and therefore led to refusal.
- h) *Blackheath Lane*  
Cllr Hughes advised of a complaint from a resident about flooding of Blackheath Lane. Water comes down from Blackheath and flows down the road to the bottom where the river forks. Cllr Yeoman also advised that this lane is currently badly potholed. Cllr Hughes to look into this. **BH**
- i) *A25 Depressions*  
Cllr Dennis asked if there was any update on a date for these works – Cllr Hughes advised none yet. Cllr Hughes has suggested a one-way road working on the other side of the traffic islands. No decisions made yet. The Clerk to contact Rob Kelly, Cllr Brockwell to send contact details. **CJ**  
**JB**

077/23 **Matters arising**

- a) *Annual Parish Meeting*  
The Clerk advised that Mr Baxter, Mrs Clarke, Mr Pearson, and our PCSOs have confirmed for the meeting. The planning meeting has been moved to 6:30pm ahead of the parish meeting. The Clerk is going to organise some advertising boards to place up around the parish. The Clerk will organise refreshments. **CJ**

078/23 **Clerks matters arising**

- a) *Request from residents to use Farley Green for the coronation celebrations*  
Clerk informed that the residents who are organising the coronation celebrations are now looking to have Hurtwood Inn food truck at the event. No objections to this. Cllr Brockwell raised the need to create policy around parking on the green. Due to some recently damage, the green needs to be raked. Cllr Brockwell advised putting metal spikes on the green with some tape after its been raked and seeded on the part where most damage is caused to mitigate this. Cllr Brockwell asked the Clerk to contact the organiser to see if they can encourage people to walk to the event instead of parking on the green. **CJ**
- b) *May meeting date change due to bank holidays*  
The May meeting will be held on 15<sup>th</sup> May due to bank holidays.
- c) *Gigaclear*  
Cllr Brockwell suggested that the PC do not support Gigaclear, as the PC have already invested £7,500 in Broadband 4 Surrey Hills, whom Cllr Brockwell is a volunteer for. He advised that Gigaclear have leaflet dropped through the village area of Albury, and contacted those landowners where they would require wayleaves, although as Gigaclear has Code Powers it can carry out works under a Telecommunication Act having given due notice. Originally, Gigaclear were restricting their area of interest to either side of The Street but have since included most of the village. From a recent meeting between representative of Gigaclear and B4SH, Gigaclear indicated that they were intent in installing from Wonerish, Shalford, along the A248 and A25 corridor to reach Dorking. Gigaclear are currently concentrating their installation works in Chilworth. Cllr Brockwell clarified that Gigaclear do not offer as fast speeds, but they do offer cheaper packages. Cllr Dennis felt that the PC should give Gigaclear an opportunity to present to the parish and the PC agreed that if Gigaclear wanted to they can hire the village hall. **CJ**  
**CJ**

- d) *Snapshot of Rural Surrey*  
The Clerk shared a survey from Community Wellbeing at GBC for identifying any concerns residents of Rural Surrey have. Clerk will circulate and put on the website. **CJ**
- e) *Repairs to bridge between parish hall car park and picnic meadow*  
The bridge is owned by Latchmere properties, but it is vested in the management company of Mill Buildings. The management firm have now referred this to the Estate. As this is the responsibility of the Estate, the PC are required under our lease agreement to make a reasonable contribution to any repairs of this bridge as it leads to the amenity area. The Estate have suggested we contribute £250 towards the total £2,000 to the repair. Cllr Brockwell proposed this. Seconded by Cllr Dennis. All in favour. The Clerk to chase when the bridge is scheduled to be repaired. **SB**  
**BH**
- f) *Footpath at Winterfold*  
Cllr Hughes informed that the footpath does need to be closed for reasons of danger to the public. He advised that during the filming there will be camera cranes and drones, explosions, and guns. It is due to be closed for 20 days in April, and other days when they are doing camera tests. The countryside team are happy to have a meeting with film company and Melissa Heath the cabinet member to see if there are parts of the footpath that can be opened at various times. Cllr Gellatly suggested having the conditions of the contracts changed in the future. Cllr Hughes will raise this at the meeting. Clerk to put this on the website and Cllr Bevan to put this on the facebook page. **CJ**
- g) *New councillor recruitment and transition of retiring councillor's activity*  
Cllr Dennis suggested a separate meeting for transitioning councillor activity. Clerk to organise meeting.

079/23 **Police matters**

- a) *Link to crime statistics* - <https://www.police.uk/pu/your-area/surrey-police/albury-shalford-compton-holy-trinity-shere-gomshall-peaslake-and-farley-green/>
- b) *Invitation from police*  
Cllr Dennis has been discussing the issue of getting more information regards criminal activity from Surrey Police with Cllr Morris. He has informed that there is representative from Surrey Police who is happy to have a meeting with the PC. Clerk to arrange. **CJ**

Committee reports:

080/23 **Highways, Byways, and Traffic: Cllr Brockwell**

- a) *VAS update*  
No update. The VAS is currently working. Cllr Dennis suggested again to purchase a new VAS. Cllr Brockwell advised to move current VAS to the other end. Cllr Dennis advised that the traffic is generally slower at the other end, so the current position is more important, but another one would provide more information. Clerk to look into purchasing another VAS and come back with costs. **CJ**
- b) *Surrey speed reduction scheme*  
Cllr Brockwell advised that the Chairman of Wonersh Parish Council who held an inter-parish meeting regarding speed reduction, and are looking to collaborate with other parishes affected by the A248, A281, B2128, A3100, and B3000 in writing to SCC. Cllr Brockwell advised that the second part of the SCC rural speed reduction scheme has not been agreed or commissioned yet. He also advised that they have not acted on the first part of the review yet. Cllr Dennis asked if Cllr Hughes had an update on when these works would be happening. Cllr Hughes is unsure at the minute so will report back at next meeting. The Clerk to contact Wonersh to check that the PC had not agreed to be part of their letter. Cllr Dennis advised that 20s Plenty will be attending the 5<sup>th</sup> June meeting and asked the Clerk to co-ordinate arrangements with them. **CJ**
- c) *New Road*  
Cllr Gellatly raised that the edge on New Road where the water runs down is about 5 inches deep, and it likely to be hazardous. Cllr Hughes to look into this. **BH**

081/23 **Outdoor maintenance and open spaces: Cllr Yeoman**

- a) *Dog fouling*  
Clerk updated on the situation. Cllr Yeoman raised that there is also fouling in the amenity area by the village hall. The Clerk will report to GBC dog fouling. The PC have not decided not to proceed with a camera in the recreation ground for now.
- b) *Farley Green waste*  
Big pile of earth on FG is still to be removed. Cllr Brockwell advised that some had been removed recently. Cllr Brockwell to discuss removing the rest with the contractors. **JB**
- 082/23 **Planning and environment: Cllr Gellatly**  
Nothing to report.
- 083/23 **Village Hall: Cllr Brockwell**  
a) *Outstanding debts*  
Cllr Brockwell advised that there are a few still outstanding for the Clerk to chase. **CJ**
- 084/23 **Allotments: Cllr Robinson**  
a) *Remarked*  
Now done.  
b) *New interest*  
The allotment tenancy agreements and invoices for 2023 have been sent out for previous tenants, and the new tenants will be sent their imminently. There are currently 6 vacant plots. Cllr Yeoman is going to spray the allotments, and Cllr Brockwell will instruct a contractors to remove the brambles. **PY**  
**JB**
- 085/23 **Communications: Cllr Dennis**  
Nothing to report.
- 086/23 **Environmental projects: Cllr McCann**  
No report had been received from Cllr McCann.  
Cllr Jones advised that on the Parish Website it says that ACE Tillingbourne is now tillingbourne.earth, and clarified that they are separate. The clerk to amend this. **CJ**  
**JB**
- 087/23 **Neighbourhood Plan: Cllr Dennis**  
a) *Meeting update*  
Cllr Dennis updated on the NP. The minutes from the recent NP Steering Group meeting are attached.
- 088/23 **Finance**  
a) Bank reconciliation; *Annex 2*  
Approved at 54,996.29  
b) Payments and receipts; *Annex 3*  
Net receipts approved at 53,811 over 53,811 payments.  
c) Cashbook report; *Annex 4*  
Total receipts approved at 59,792.25  
Total payments approved at 59,951.58  
Total VAT approved at 2,566.59  
Cashbook totals after tax approved at 114,547.87  
d) *Standing Orders and Financial Regulations*  
Standing Orders and Financial Regulations need to be reviewed and approved at the next meeting. Clerk to circulate before the May meeting. **CJ**  
**JB**
- 089/23 **Councillor's business: for noting or including on a future agenda**  
a) *S106 monies*  
Cllr Brockwell and the Clerk to form a draft proposal for how to spend outstanding s106 monies. **CJ**  
**JB**
- 080/23 **New Correspondence**

None has been received

091/23 **Dates of meetings**

Full council: 24<sup>th</sup> April (Parish Meeting), 15<sup>th</sup> May, 5<sup>th</sup> June

Planning: 24<sup>th</sup> April (at 18:30), 15<sup>th</sup> May

092/23 **Open Forum**

Meeting closed: 21:32

*Dated this:*

*Signed: CJ Bishop-Wright  
Parish Clerk*