

ALBURY PARISH COUNCIL MEETING

Draft Minutes of the meeting held Tuesday 12th August, 2025 at 7.15 pm at the village hall

Present: Councillors Kelly, Klimowicz, Jolly, Levell, Murdoch and Pope

In attendance: Mrs J Pettitt (clerk) and 2 members of the public

The Chair opened the meeting at 7.25 pm

1. To receive and accept apologies for absence.

None

2. To receive declarations of interest.

a) To receive declarations of interest from councillors on items on the agenda

b) To receive written requests for dispensations for declarable interests

c) To grant any requests for dispensation as appropriate.

No declarations or requests for dispensation received.

3. To confirm the minutes of the Albury Annual Parish Council meeting held on Tuesday 10th June 2025.

Resolved, that these minutes be agreed as a true and accurate record of the proceedings.

4. To receive reports on actions agreed at the last council meeting

Action: Clerk to take photographs and note exact locations of areas suitable for bus stops and send these to Councillors Williams. See also item 14 below.

Action: The clerk published details of hedge and verge responsibilities on Facebook and in the newsletter.

5. To receive petitions, comments and questions from the public

None.

6. To consider planning applications

APPLICATION: 3/25/1068/VAR PROPOSAL: Variation of condition 2 (approved drawings) to application 3/23/2340/FUL for the Demolition of existing bungalow, erection of two detached, five bedroom dwellings with garages, car-parking and landscaping; installation of solar roof panels, chimneys and external BBQ area for Plot 1 (change to location of proposed dwellings) AT: Christys Albury End Albury.

No comments

APPLICATION: 3/24/1084/FUL PROPOSAL: Change of use of land to residential garden and alterations to existing open barn. Demolition of existing stables and erection of new outbuilding with solar panels. Installation of air source heat pumps, creation of swimming pool, patio and outdoor kitchen, outdoor firepit and associated landscaping and low-level wall. AT: Hoys Farmhouse Upwick Green.

No comments

7. To receive bank statements, bank reconciliation and financial summary

These were received by the Council and found to be satisfactory.

Balance at 10/06/25

£12,297.53

Outgoings: 17/6/25 Lloyds Bank service charges	£4.25
20/6/25 E-scapes hall mowing June	£200.00
23/6/25 Mrs J Pettitt – clerk’s salary	£411.77
30/6/25 M Vicary, litter picking quarter 1	£130.00
21/07/25 Pesteco wasp nest removal at village hall	£80.00
21/07/25 Lloyds Bank service charges	£4.25
23/7/25 Mrs J Pettitt – clerk’s salary	£411.77
24/7/25 HMRC employers’ Q1 PAYE	£94.67
24/7/25 N Lock biannual allotment mowing charge	£550.00

12/8/25 E-scapes hall mowing July	£300.00
Income: 20/6/25 Donation from village hall for June mowing	£100.00
07/07/25 UK Power Networks wayleave	£29.90
12/08/25 Donation from village hall for July mowing	£150.00
Balance at 12/08/25	£10,390.72

8. To discuss a grant request from Citizens Advice, East Herts

Citizens Advice East Herts provides a good free resource and relies on donations. The councillors agreed to make a donation again this year.

Resolved, proposed Cllr Kelly, seconded Cllr Klimowicz, to give a donation of £200 to Citizens Advice East Herts. Unanimously agreed.

9. To agree payments due.

£200 to Citizens Advice East Herts

Resolved, proposed Cllr Kelly, seconded Cllr Klimowicz, to authorise payments due. Unanimously agreed.

10. Councillors absent at the last meeting to sign printed copies of the Standing Orders, Financial Regulations and Code of Conduct to be filed at the village hall

These were signed by Councillor Jolly.

11. To receive the clerk's report (for information only)

A resident raised concerns about logs on the verges of Patmore Heath being a hazard to road users.

12. To discuss and make a decision on reverting to meetings on the first Tuesday of each month starting from 1st July

It was decided to defer the July meeting to 12th August due to a number of people being unable to attend a meeting on the first and second Tuesdays of July and then continue with meetings on the 2nd Tuesday of each month thereafter.

13. To discuss suitable dates to request a meeting with Highways regarding road and traffic issues

It was decided to draw up an agenda and get photographic evidence of all issues we would like to discuss with Highways. These will be submitted and then a date agreed once Highways has assessed everything and can inform us what can and can't be addressed. In the meantime, Councillor Pope may be able to get some funding to correct smaller issues such as missing signs. **Action:** Councillors and the clerk to create a list of issues and photos for Highways and also easily actioned items for Councillor Pope.

14. To discuss the progress of requesting paved bus stops to increase safety for bus users

HCC sent surveyors to appraise the suggested sites. We are waiting to hear the results.

15. To receive an update of our grant application to The Hundred Parishes Society

We have been pledged £3000. We now need to gather photos, maps and relevant information and arrange a designer to create an information board, then have it printed, mounted and installed.

Little Hadham used a local designer and the approximate cost of 5 boards in was £8000, so about £1600 per board. One board will be more expensive, maybe £2000, which leaves us with enough to have our walking map updated to include the bypass.

Action: Councillor Murdoch and the clerk to collate photos and maps. **Action:** the clerk is to post a request asking residents for interesting history and other information **Action:** Speak to a resident who has produced booklets on Albury history.

16. To discuss making an application for an amount from the HCC locality budget

We would like a secure lock box at the village hall to store table tennis and pétanque equipment. We also need a sign explaining the rules of pétanque. Councillor Pope agreed

to support an application for £1000 for these items. **Action:** the clerk is to apply for the grant through the online portal.

17. To draw the July 200 club number

The number drawn was 89.

18. To suggest agenda items for the next Parish Council Meeting to be held Tuesday /9th September 2025 at 7.15 pm at the Village Hall

Information board progress, grant application from locality budget progress, Stansted Airport Community fund application, defibrillator at Upwick, solar panels at the village hall, quotes for new signs at the village hall, crime reports

The Chair closed the meeting at 8.50 pm

Signed.....

Date.....