

ALBURY PARISH COUNCIL MEETING

Minutes of a meeting held Tuesday 13th January 2026, at 7.15 pm at the village hall
Present: Councillors Jolly, Kelly, Klimowicz, Levell and Pope
In attendance: Mrs J Pettitt (clerk) and 4 members of the public

The Chair opened the meeting 7.20pm

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 Parish Council meeting held on Tuesday 11th November 2025.

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

Unanimously agreed.

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

None.

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

A member of the public wants to gauge the interest in having a local shop that sells essentials and takeaway tea and coffee. The councillors suggested he have a conversation with the Catherine Wheel.

A member of the public expressed an interest in becoming a footpath volunteer.

6. To consider planning applications received by 12th January 2026

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

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

Balance at 11/11/25	£13,611.24
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Outgoings: 17/11/25 N Lock allotment mowing	£550.00
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18/11/25 Lloyds Bank service charges	£4.25
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18/11/25 J Pettitt, ink and paper	£27.31
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21/11/25 J Pettitt, ink	£22.58
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24/11/25 Mrs J Pettitt clerk's salary	£422.62
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28/11/25 CHBT defib subscription	£151.20
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19/12/25 Lloyds Bank service charges	£4.25
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19/12/25 E-scapes hall mowing November	£200.00
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23/12/25 Mrs J Pettitt clerk's salary	£422.62
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30/11/25 M Vicary litter picking	£130.00
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Income: 19/12/25 Donation from village hall for November mowing	£100.00
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Balance at 13/01/26	£11,776.41
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8. To agree payments due. None

9. To receive the clerk's report (for information only). None.

10. To agree the precept to request for the next financial year

The clerk circulated a budget forecast to the councillors and based on expected spending of £11,000 for the year 2026 to 2027, it was proposed that a precept of £15,000 should be requested to ensure there is enough to hold in reserve for unforeseen expenses or emergencies.

Resolved, proposed Cllr Levell, seconded Cllr Klimowicz, that a precept of £15,000 should be requested. Unanimously agreed.

11. To hear from anyone interested in filling our parish councillor vacancy.

A resident attended the meeting to observe proceedings. We are hopeful that he will come to the next meeting to be co-opted.

12. To discuss the next steps for the Save Albury Primary School campaign

A recovery plan has been prepared and is ready for submission to Herts County Council before 19th January. It is supported by the parish council, school parents and carers and the wider community. Petitions, letters and quotes from parents will also be submitted. Chris Hinchliff MP has been very supportive of keeping the school open and is to communicate this to Herts County Council and the school governors.

The school closure proposal is on the agenda of the next Herts County Council cabinet meeting to be held on 30th January 2026.

13. To discuss the progress of creating an agenda and gathering photographic evidence of all issues we would like to raise with Highways

Deferred to the next meeting.

14. To discuss the progress of creating the information board

A resident has volunteered to collate all the information and photos ready to be sent to the designer.

15. To discuss repairing the Patmore Heath finger post and renovating the one at Clapgate

One of the councillors is to contact someone who may be able to create the new finger for the Patmore Heath post. Another resident may be able to create the lettering. We need to find someone to renovate the Clapgate post and repaint the Patmore Heath post.

Action: Cllr Kelly to contact the person to make the finger.

Action: the clerk will get quotes for the renovation and painting and liaise with the resident regarding the lettering.

16. To discuss the issue of the overgrown hedges and trees along the access road to Patmore Heath

Action: Councillor Pope will speak to Highways to find out if they have spoken to the various owners of the boundaries along the lane who they have previously stated are responsible for maintaining the hedges, shrubs and trees.

17. To record the amount raised by Albury Santa and his team

£1350.07 was raised this year.

18. To discuss any footpath issues in the footpath report

Bridle path 9 needs mowing. **Action:** clerk to check with our local volunteer if it has been reported and if not will report it to Herts County Council.

19. To discuss any crime reports received

A trailer was stolen from a residential property.

20. To suggest agenda items for the next Parish Council Meeting to be held Tuesday 10th February 2026 at 7.15 pm at the Village Hall

Information board progress, grant application from locality budget progress, Stansted Airport Community fund application, defibrillator fundraising, quotes for new signs at the village hall, crime reports, footpath report. Highways issues, Patmore Heath SSSI lease renewal

The Chair closed the meeting at 9pm

Signed.....

Date.....