

## ALBURY PARISH COUNCIL MEETING

Draft Minutes of a meeting held on 8<sup>th</sup> April 2025, 7.15 pm at the Village Hall

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

In attendance: Mrs J Pettitt (clerk) and 3 members of the public

*The chair opened the meeting at 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 11<sup>th</sup> April 2025**

**Resolved**, proposed Cllr Kelly, seconded Cllr Jolly, that these minutes are a true and accurate record of the proceedings. Unanimously agreed.
4. **To receive reports on actions agreed at the last council meeting**

**Action:** Natural England gave permission to place logs around the damaged areas of Patmore Heath to prevent parking

**Action:** Find out if it is possible to install a defibrillator at Upwick – see point 15

**Action:** Investigate ways to update the current village website – see point 16

**Action:** Pick up after your dog signs were installed at the allotments on 15<sup>th</sup> March

**Action:** Messages were added to Facebook reminding people not to drop litter and also to beware of abandoned prescription medications.
5. **To receive petitions, comments and questions from the public.** None
6. **To consider planning applications**

APPLICATION: 3/25/0450/HH PROPOSAL: Retrospective erection of outbuilding for gym, planting of boundary hedging. Creation of vehicle access and closing off existing vehicle access

AT: Clapgate House Clapgate Albury

The councillors agreed that their stance on this application has not altered so the same comment will be added as was to the previous withdrawn retrospective application.
7. **To receive statements, bank reconciliation and financial summary**

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

<b>Balance bought forward 11/3/2025</b>	<b>£10,975.04</b>
Payments: 12/3/25 Mrs J Pettitt, pick up signs	£60.56
12/3/25 Mrs J Pettitt Litter picking equipment	£67.48
18/3/25 Lloyds Bank service charge	£4.25
24/3/25 Mrs J Pettitt, clerk's salary	£425.97
26/3/25 E-scapes, March village hall mowing	£100.00
28/3/25 D Saunders, vill hall drainage works	£3500.00
31/3/25 M Vicary, litter picking	£130.00
3/4/25 D Saunders, vill hall car park works	£4000.00
Receipts: 21/3/25 UKSPF grant	£7,500.00
31/3/25 Openreach wayleave	£36.01
31/3/25 Openreach wayleave	£55.11
1/4/25 Albury Play Space funds	£3,463.85
8/4/25 Albury village hall for mowing	£50.00
8/4/25 Albury village hall for play equipment	£5,000.00
<b>Available balance at 8/4/2025</b>	<b>£18,791.75</b>

- 8. To agree payments due.**  
 HAPTC subs £392.30, Hundred Parishes subs £10.00  
 Resolved, proposed Cllr Kelly, seconded Cllr Jolly, that these payments should be paid.  
 Unanimously agreed.
- 9. To receive the clerk's report (for information only).** None.
- 10. To agree distribution of a letter to Patmore Heath residents regarding parking and objects on the common land at Patmore Heath**  
 The letter was approved for distribution. **Action:** The clerk will print and hand deliver the letter. A local farmer will be approached to assist with placing logs on some of the verges. **Action:** the clerk will make contact with the farmer.
- 11. To discuss the progress of new play area equipment installation and obtaining monies from Albury Play Space towards the costs**  
 The play area was completed today and is being inspected tomorrow. The amount due once the final invoice has been received is £11,568.00 of which £1928.00 is VAT  
 We have received £5000 from the Stansted airport community fund and £3,463.85 from Albury Play Space. This totals £8,463.85. The VAT of £1,928.00 can be reclaimed which leaves £1176.15 to cover from the Santa donations of £2310.70.  
 A quote to remove a hedge in the car park and make good the surface beneath it came in at £1700. The village hall will pay half if the parish council will also.  
 Resolved, proposed Cllr Klimowicz, seconded Cllr Kelly, that these that the parish council pays £850 of this cost. Unanimously agreed.
- 12. To discuss the progress of the UKSPF grant application for village hall car park improvements**  
 We received the full amount of £7500 which covered the quotes received. The work was completed at the end of March.
- 13. To discuss any further traffic and speeding update**  
 The minutes will be circulated. The parish council will look into the possibility of having paved areas installed at various bus stops in the village including by the Catherine Wheel, Clapgate and Parsonage Lane.
- 14. To discuss the Catherine Wheel's suggestion that they host a fundraising summer fete**  
 The pub would like to plan a fund raising fete to raise money for local good causes. This would be for families during the day and feature a live band in the evening.
- 15. To discuss the cost of installing a power-free defibrillator at Upwick**  
 A free standing defibrillator that requires no power would cost £32400. Another suggested area for installation with a power source is at the Openreach "house" on the Albury road. This may be a cheaper option. **Action:** the clerk will ask for a new quote and contact Openreach to see if its possible to install one at their premises.
- 16. To discuss the progress of updating the village website**  
 The clerk is backing up the website ready to try out the new theme.
- 17. To discuss purchasing equipment for volunteer litter pickers and a budget for this if agreed**  
 Two people have volunteered for litter picking. Resolved, proposed Cllr Kelly, seconded Cllr Jolly, that some litter picking equipment should be purchased to loan to volunteers as required at a cost of up to £100. Unanimously agreed.
- 18. To suggest agenda items for the annual parish council meeting: 13<sup>th</sup> May 2025**  
 Village hall parking permits, bus stops, village hall hedge work, traffic and speeding, verge repairs, applying for grants from The Hundred Parishes Society and HCC Locality budget.

*The chair closed the meeting at 8.45pm*

Signed.....

Date.....