

ALBURY PARISH COUNCIL MEETING

Minutes of a meeting held on 11th February 2025, 7.15 pm at the Village Hall

Present: Councillors Kelly, Levell, Murdoch and Pope

In attendance: Mrs J Pettitt (clerk) and 1 member of the public

The chair opened the meeting at 7.20pm

1. **To receive and accept apologies for absence.** Apologies were received and accepted from Councillor Klimowicz. No word from Councillor Jolly. Councillor Pope will join the meeting as soon as possible

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 14th January 2025**

Resolved, proposed Cllr Kelly, seconded Cllr Levell, 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: Parking clarification for Patmore Heath resident. See point 10

Action: Ask HMWT to confirm with Natural England that clearer parking signs can be installed by the parish council. See point 10

Action: residents were informed in the Newsletter and on Facebook of plans by HMWT to fell trees at Patmore Heath

Action: The clerk submitted the completed precept form.

Action: The clerk submitted the community asset nomination form for the Catherine Wheel

Action: Herts Connected and Echo flyers were published on Facebook and will be in the Newsletter next month

Action: the clerk arranged a site visit and a quote from a play equipment supplier. See point 11

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

A resident asked for if the car park at Patmore Heath is legal and for confirmation that no other car parks will be permitted.

6. **To consider planning applications received.**

3/25/0043/SCREEN|EIA Screening Opinion for up to 270 residential dwellings, access, public open space, land for community use and drainage. Land North of Stortford Road Little Hadham Hertfordshire.

Although this is a screening application and not a planning application, a response was submitted before the deadline of 4th February.

3/24/1923/LBC PROPOSAL: Partial demolition of outbuildings and erection of replacement buildings with conversion to ancillary annexe. Internal alteration to include insulation, new wall and new flooring. Alterations to fenestration and openings and replacement of roof lights. AT: Gravesend Farm Gravesend Albury. Our previous comment still stands.

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

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

Balance at 13/1/2025

£12,270.01

Payments: 14/1/2025	J Pettitt	Land registry title plan	£7.00
16/1/2025	Z Kelly	for Santa envelope printing	£151.20
16/1/2025	Z Kelly	for other Santa items	£41.76
23/1/2025	J Pettitt	Clerk's monthly salary	£425.97

24/1/2025	J Pettitt	Litter picking equipment	£61.85
28/1/2025	J Pettitt	Land registry title plans	£14.00

Receipts: None

Available balance at 11/2/2025

£11,568.23

8. To agree payments due. None

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

An allotment holder has reported littering and dog fouling on the allotment gardens.

10. To discuss Patmore Heath parking signs to clarify where parking is permitted and a letter to clarify where residents can park

HMWT confirmed clearer parking signs can be added to existing sign posts. Residents have been given permission to park on common land areas and to refrain from parking on SSSI areas. Logs from current tree works will be used to prevent drivers using certain areas for turning and parking. **Action;** Quote for signage to be sought.

11. To discuss the quote for new play area equipment

After a recent site visit, a quote and design from Creative Play is due to be emailed to the clerk.

12. To discuss the progress of a grant application to add better drainage and increase parking areas at the village hall car park

The grant is being processed and will hopefully be awarded soon. The hedge near the Bourne is growing into the tarmac and may need removing. **Action:** The clerk will obtain some quotes. To help create more parking spaces, the entrance to the car park from the Bourne may be gated.

Action: Quotes for a gate to be sought.

13. To discuss the possibility of installing a defibrillator at Upwick

Postponed to the next agenda as Councillor Klimowicz needs to help locate a suitable location with an electricity supply to hand.

14. To discuss updating the village website to make it fully accessible as per current regulations

Our website is not compliant and so a new design is needed. The clerk has asked Berden and Stocking Pelham for information on their websites and is awaiting responses. Quotes will then be sought.

15. To discuss plans to create a memorial garden on the first allotment plot

Postponed to May agenda.

16. To suggest agenda items for the next parish council meeting: 11th March 2025

Grant from UKSPF, village hall car park and drainage, Albury Play Space update, play area equipment update, defibrillator for Upwick, new accessible village website, Parking on Patmore Heath, traffic/speeding update, signs to remind dog owners to pick up after their dogs

The chair closed the meeting at 9pm

Signed.....

Date.....