ALBURY PARISH COUNCIL MEETING

Minutes of the meeting held Tuesday 13th October 2026 at 7.15 pm at the Village Hall

Present: Councillors Kelly, Levell and Pope

In attendance: Mrs J Pettitt (clerk)

The Chair opened the meeting at 7.20pm

1. **To receive and accept apologies for absence.** Apologies received and accepted from Councillors Chapman and Jolly
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 8th September 2026**
   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**
   Clerk to ask if the district council provides sacks and a litter pick-up service (point 12)
   Councillor Kelly to create a litter picking contract, Clerk to create a route map and Councillor Chapman who to issue this to the contractor (point 12)
   Clerk to organise purchase of domain Albury-pc.gov.uk and build of new compliant parish council website (point 13)
   Clerk and councillor Kelly to create a list of suggestions to circulate with the survey link for National Grid funded projects (point 16)
   Councillor Pope to request an update of local footpath reports (point 17)
5. **To receive petitions, comments and questions from the public.** None
6. **To consider planning applications.**
   APPLICATION: 3/26/1313/HH PROPOSAL: Part single-storey and part two-storey rear and side extensions, alterations to the colour of the existing fenestration, and replacement of the existing timber cladding with render AT: Field Cottage 3 Albury Hall Cottages, Albury Hall. **No comment**
7. **To receive bank statements, bank reconciliation and financial summary**
   These were received by the Council and found to be satisfactory.

Balance at bank 08/09/26		**£9,923.48**
Outgoings:	10/0/9/26 J Pettitt Domain name renewal	£47.99
	10/09/26 Citizen's Advice East Herts donation	£200.00
	21/09/26 Lloyds service charges	£4.25
	23/09/26 J Pettitt salary	£439.62
	29/09/26 E-scapes Landscapes hall mowing	£200.00
	30/09/26 J Pettitt backpay	£76.16
	06/10/26 J Pettitt for Land Registry plans	£14.00
Income:	25/9/26 EHDC Precept	£7,500.00
	28/9/26 Albury Village Hall, mowing contribution Sept	£100.00
Balance at bank 08/09/26		**£16,541.46**
To be held in reserve:		**£6,000.00**
Available balance:		**£10,541.46**

8. **To agree payments due**. None.
9. **To receive the clerk's report (for information only)**
   None.

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10. **To hear from anyone interested in filling the parish councillor vacancy**
    None.
11. **To discuss the village maintenance and improvement plan**
    A parcel of land at Patmore Heath near the top of Itch Lane needs attention to remove dead trees and to clear hedges and branches overhanging the road. **Action**: the clerk is to arrange a quote from the arborist who did tree works at the village hall. The councillors discussed adding a fingerpost at the Parsonage Lane/Albury End junction. **Action**: Councillor Levell will ask residents what they think of this idea. The verges at this junction need cutting back for safety reasons. **Action**: the clerk will raise this with Highways. Conifers in a field adjacent also need cutting back. **Action**: The clerk will contact the landowners to discuss.
12. **To receive a progress update on the village litter picking service**
    The contract has been signed. The clerk arranged for litter sacks to be provided by EHDC and for them to collect full sacks. Councillor Kelly collected the sacks to pass to the litter picking contractor. A suitable pickup point will be investigated.
13. **To discuss the progress of acquiring a new compliant domain name and website**
    The domain name albury-pc.gov.uk has been secured and the new parish council website is being built by an HMRC approved company.
14. **To discuss the progress of identifying who owns the verge at the corner of Parsonage Lane and the verge opposite The Catherine Wheel**
    Land registry plans suggest the verges are owned by Herts Highways. **Action**: the clerk will carry out a search to see who owns the land and verges opposite the Catherine Wheel.
15. **To discuss the progress of creating the parish information board**
    Postponed until the next meeting
16. **To discuss ideas for National Grid funded projects**
    The survey link and details were published on Facebook and the deadline has been extended to 31st October. **Action**: the clerk will write to local trusts and charitable groups to encourage them to apply for grants which can be up to £10,000 per project from an available fund of £530,000.
17. **To discuss any footpath issues in the footpath report**
    Footpath 32 has been inspected and communications involving its current condition are ongoing with the Rights Of Way department.
18. **To discuss any crime reports received.** None
19. **To draw the September 200 Club number**
    Number 99 was drawn.
20. **To suggest agenda items for the next Parish Council Meeting to be held Tuesday 10th November 2026 at 7.15 pm at the Village Hall**
    Parish Councillor vacancy, litter picking progress, new parish council website progress, information board, National Grid funded projects, footpath repairs, allotment water supply, hedge flaying reminders, add regular item "Reports from District and County Councillors,"

The Chair closed the meeting at 8.40pm

Signed…….. Date……..

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