**ALDBURY PARISH COUNCIL**

**To Councillors Eggar, Juniper, McCarthy Moore, O’Neill, Pearce (vice-Chair) and Tollinton**, You are summoned to attend the following meeting:

**PARISH COUNCIL MEETING**

To be held on

**Monday February 4th 2019 at 8.00pm**

**in Aldbury Memorial Hall**

**Members of the public and press are invited to attend this meeting.**

**Mrs B Knight**

**Clerk to Aldbury Parish Council**

**29th January 2019**

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**Agenda**

1. **Election of Chairman.**
2. **Apologies for absence** – *to be accepted by the Council*
3. **Declarations of Interest -** *Cllrs to declare interests particular to this meeting*
4. **Minutes of meeting on 14th January 2019 to be signed as a true record**
5. **Review Actions List.**

*Cllrs to review actions from previous meetings, where issues not covered elsewhere*

1. **Councillor Vacancy.**

*Cllrs to consider whether the vacancy should be filled.*

1. **Aldbury Pond.**

*Update – Councillors to discuss CMS fees.*

1. **Allotments.**

*Draft tenancy agreement.*

*Allotment rent holiday.*

1. **Footpaths.**

*Update on any issues. Cllr Tollinton circulated her report prior to the meeting.*

1. **Planning Matters.**

**To discuss the following planning applications:**

**19/10.1 4/00156/19/TCA – 12 Malting Lane, Aldbury, Tring, Herts, HP23 5RH.**

**Work to trees.**

**19/10.2 4/03174/18/FHA – 32 Stocks Road, Aldbury, Tring, Herts, HP23 5RU.**

**A new sectional timber framed building to replace an existing garage and summer house.**

**19/10.3 4/00114/19/FUL – The Retreat, New Ground Road, Aldbury, Tring, Herts, HP23 5SF.**

**Demolition of existing timber dwelling, construction of new 4-bedroom dwelling and single garage.**

**19/11 Planning Committee.**

*Cllrs to discuss the need for setting up a planning committee, seeing that the four-week cycle of council meetings does not coincide with the need to comment to DBC within three weeks. If Cllrs decide there is a need, to consider requesting the Clerk to present a draft constitution for a planning committee to the Annual Meeting of the Council in May.*

**19/12 Future IT Needs.**

*Cllrs to discuss setting-up a small team to consider IT needs in the future to meet statutory requirements and future needs of APC.*

**19/13 Finance.**

**See Financial Summary of payments and receipts and monthly Budget monitoring statement**

1. Resolution required to make the following payments:

|  |  |  |
| --- | --- | --- |
| Payee | Description | Total |
| Almar | Printing - Election Letters | £104.35 |
| Clerk | Clerk's Salary, Allowance & Expenses | £420.21 |
| Martin Walters | Parish Mowing - January | £50.00 |
| Clerk | Reimburse Office Laptop & AVG Software | £538.98 |
| SRT Training | Strimming nr Station | £50.00 |
| G I Rogers | Christmas Tree | £336.00 |
| HAPTC | Clerk’s Election Training | £40.00 |

 **19/14 Annual Parish Assembly 2019.**

*Cllrs to consider arrangements for the Annual Parish Assembly (Monday 29th April 2019) including proposed speaker(s).*

**19/15 Elections 2019.**

*Council to discuss upcoming elections May 2019.*

 **19/16 Warden’s Report & Matters arising**

*Circulated prior to meeting.*

 **19/17 *Request to locate skip on allotment land for works to be undertaken at property***

 ***in Toms Hill Close.***

 **19/18 Storage of Parish Council files.**

 **19/19 May Fair – 6th May 2019.**

*Cllrs to grant permission for the use of Aldbury Village Green and Recreation Ground for Aldbury Fair on Monday 6th May 2019.*

 **19/20 Aldbury Shop – Asset of Community Value Application.**

*If update.*

**19/21 Correspondence:**

* Letter from HMRC - Paying PAYE electronically.
* Unity Trust Bank – Changes to charges effective 4 September 2018.
* Email regarding welfare van in Recreation Ground carpark.
* Email regarding the Beggars Lane verge parking place amendment effective from Monday 4th February 2019 – noted.

**19/22 Meeting open to the Public.**

*To receive questions from members of the public and press.*

**Next Parish Council meeting – Monday 4th March 2019**

**Aldbury Parish Council website –** [**www.aldburyparish.org.uk**](http://www.aldburyparish.org.uk)**.**