**ALDBURY PARISH COUNCIL**

**PARISH COUNCIL MEETING**

**Held in Aldbury Memorial Hall**

**Monday 6th November 2023 at 8pm**

**MINUTES**

In attendance: Cllr de la Bedoyere (Vice Chair), Cllr Houghton, Cllr McCarthy, Cllr Paterson, Cllr Stretton Cllr Webb (Chair), Cllr White and County Cllr Symington

Gosia Turczyn – Aldbury Parish Clerk

One member of the of the public.

**23/101 Apologies**

To receive and accept apologies for absence.

The Council received and accepted apologies sent by Cllr Warren (family matters).

**23/102 Interests**

1. To receive declarations of interest from Councillors on items on the agenda.
2. To receive written requests for dispensations for declarable interests.
3. To grant any requests for dispensation as appropriate.

Cllr McCarthy and Cllr Stretton declared an interest in the grant application received from the Tring Station Residents Association. Cllr de la Bedoyere declared an interest in the grant application received from the Memorial Hall.

**23/103 Public Matters**

To receive questions from members of the public and press on items included on this agenda (max 15 min).

 None.

**23/104 Minutes**

To confirm the Minutes of Aldbury Parish Council Meeting held on 2nd October 2023 as an accurate record of proceedings.

Minutes of the Aldbury Parish Council meeting held on 2nd October 2023 were PROPOSED BY Cllr McCarthy and SECONDED BY Cllr de la Bedoyere as being correct and were duly signed by the Chair.

**23/105 Reports to the Council.**

1. Warden’s report – appendix 1

To note the report and approve expenditure if required.

1. The Council noted that HCC had partially cleared the Stoneycroft ditch, however any future maintenance will be the responsibility of the riparian landowner and it was suggested to implement this information into the Parish Online for reference. County Cllr Symington reported that HCC Highways had cleaned out all blocked gullies and silt traps and found that some of the pipework is damaged and will require extensive repair. HCC is in the process of rectifying the identified issues.
2. The Clerk will obtain quotes to cut the hedge at the Iron Room garden.
3. Clerk’s report; items for information only – appendix 2
4. The Christmas tree will be delivered on the 24th November and it will be put up by volunteers on the following day.
5. The Clerk received correspondence about a painting of Aldbury and Cllr Houghton agreed to respond to this directly.
6. A parishioner had offered to donate £300 towards the Christmas Tree.
7. Hertfordshire police – report from PCSO.

The following report was received:

“In the last two months of September and October there has been only one crime in the public interest. Between 2.45pm and 3.15pm on 18th September 2023 an offender has approached a red Suzuki Swift parked in the car park on Toms Hill, Aldbury and smashed the passenger window, the offender has removed items from within the vehicle before making off. This crime remains undetected”.

**23/106 Planning Matters and Consultations – to consider comments on the following:**

1. **Application(s) received:**

* 23/02100/FHA Dormer alterations to rear roof 34 Stocks Road Aldbury Tring

Hertfordshire HP23 5RU Support

* 23/02446/TCA Work to mature Cypress tree Laundry Cottage 28 Malting Lane

Aldbury Tring Hertfordshire HP23 5RH Support

1. **To consider and approve any Parish Council responses to any planning**

**applications received during the period after which the agenda was**

**published. Those applications will be added in the Clerk’s report and can be found on** [**www.aldburyparish.org.uk**](http://www.aldburyparish.org.uk) **in the Meetings tab.**

* 23/02631/LDP Construction of outbuilding 21 Clarkes Spring Aldbury Tring Hertfordshire HP23 5QL No objections
1. **Decision(s) issued by Dacorum Borough Council:**
* 23/01310/FUL Pitstone Quarry, Northfield Road, Tring, Hertfordshire, Temporary planning permission for use of land for film making for 8 weeks to include construction of temporary set; levelling of deposits; use of areas for staff welfare with stationing of temporary support structures; and use of areas for parking. **Withdrawn**
* 23/02088/DRC Greenings Farm, Stocks Road, Aldbury, Tring, Hertfordshire, HP23 5RX, Details required by Condition 6 (Hedge) attached to Planning permission 23/00253/FUL - Demolition of 4 single story barns currently used as dwelling. Erection of a low-carbon, 4 bed family home, annex and carport. **Granted**
* 23/02043/FUL The Valiant Trooper, Trooper Road, Aldbury, Tring, Hertfordshire, HP23 5RW, Change of use of part of the building: from Suis Generis to Class E.

**Refused**

* 23/02116/RET The Greyhound, Stocks Road, Aldbury, Tring, Hertfordshire, HP23 5RT, Retention off replacement of 3no windows and 1no French door with sidelights. **Granted**
* 23/02022/DRC The Valiant Trooper, Trooper Road, Aldbury, Tring, Hertfordshire, HP23 5RW, Details as required for condition 5 (Historic Record) attached to planning permission 22/01806/LBC (Structural works to support existing structures, refurbishment of the main building and outbuilding, removal of glazed link, external repairs, insertion of new window to rear elevation.) **Granted**
* 23/02042/RET The Valiant Trooper, Trooper Road, Aldbury, Tring, Hertfordshire, HP23 5RW,

Retention of construction of side walls and timber gates to the delivery access at Newground Road. Construction of replacement fence to Newground Road. **Granted**

1. **CONSULTATION ON THE DACORUM LOCAL PLAN (2024-2040) –**

**REVISED STRATEGY FOR GROWTH. Comments can be submitted online via**[**letstalk.dacorum.gov.uk**](https://letstalk.dacorum.gov.uk/) **and must be received before 11:59pm on Monday 11th December 2023.**

**Cllr White agreed to draft a response, including comments regarding Ashridge Estate and Marshcroft development, and circulate it to members before the next meeting.**

**23/107 Aldbury Parish Council Grants**

To consider applications received from Parish organisations.

The following grants were approved in accordance with s137(4) (a) of the

Local Government Act 1972. It was PROPOSED BY Cllr Stretton and

SECONDED BY Cllr Webb to grant a total of £629.02 to community groups as shown below:

1. Friends of Aldbury School - £329.02
2. Baby and Toddler Group -£300

The Council further approved grant applications from village halls committees in accordance with s133 of the Local Government Act 1972. It was PROPOSED BY Cllr Houghton and SECONDED BY Cllr Webb to grant a total of £2,000 to the following village halls:

1. Aldbury Memorial Hall - £1,000
2. Aldbury Peace Memorial Institute - £600
3. Tring Station Residents Association (towards the upkeep of the Iron Room at Tring Station) - £400

It was PROPOSED BY Cllr Stretton and SECONDED BY Cllr Webb to

approve an application for £500 in regard of the Churchyard as this is related to maintenance of green spaces.

**23/108 Advisory 20 mph signage within Aldbury village.**

To agree actions and approve expenditure for signs**.**

The Council discussed different approaches in trying to reduce the speed, particularly on Station Road, where the speed exceeded the parameters for implementing a 20mph zone in the village (based on the speed and volume survey carried out by HCC at the beginning of 2023).

It was agreed to liaise with County Cllr Symington, the Aldbury school governor, and the golf club, asking them to come up with a set of measures that would reduce the speed and enable the parish to meet the criteria for a 20mph zone without having to implement engineering works.

The Clerk will share information on Facebook and the Outlook about 20’s Plenty Campaign and encourage residents to join with this initiative.

**23/109 Pond restoration.**

 To receive update from the pond working group.

It was reported that the pond is still in an observation mode, and that there may be a small leak that will need to be repaired at some point.

**23/110 Work to trees.**

1. To agree actions relating to trees at the Recreation Ground.

Cllr Webb agreed to contact the landowner to discuss the boundaries relating to the trees at the Recreation Ground. In the meantime, the Clerk will obtain a quote for the tree work for the next meeting.

1. To receive and approve a quote for work to trees at the green and

allotments.

Resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr de la Bedoyere to approve a quote of £885. An additional quote for work to the Oak tree at the green will be available at the next meeting.

**23/111 Filming in Aldbury.**

To receive feedback about the filming that took place on the 27th September.

1. Cllr Stretton reported that the “Lord of Misrule” film is being released to

cinemas across the USA on the 8th of December 2023 and in the UK via

Video On Demand on the 8th January 2024. There is also a trailer on YouTube.

1. The Council considered the feedback received from the village shop owner in respect of the September 2023 filming and suggested that future filming agreements should include a payment as a gesture of goodwill to the shop.

**23/112**  **Ashridge Estate Committee meeting.**

 To receive a verbal update from Cllr de la Bedoyere.

It was reported that the minutes of the Ashridge Committee meeting will be sent to APC from now on. The general manager of Ashridge Estate will attend the next APC meeting to give an update on the proposals for parking reductions on the Estate.

**23/113 Flooding and Drainage system.**

To receive an updatefrom County Cllr Symington.

 This was discussed under minute 23/105 a.

**23/114 Internal Controls – Governance, Policies and Procedures. Appendix 3**

1. To review and approve the Christmas Tree risk assessment.

This was approved, PROPOSED BY Cllr Webb and SECONDED BY Cllr Stretton.

1. To review and adopt IT policy. This item was deferred to the next meeting.
2. To review and adopt Social Media policy. This item was deferred to the next meeting.
3. To receive a report and recommendations from the Staff Committee.

Resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr Stretton to approve the recommendations made by the Staff Committee.

**23/115 Clerk’s Laptop and Software**

To approve an expenditure of up to £800 for the Clerk’s new laptop and software and agree arrangements for purchase.

Resolved, PROPOSED BY Cllr de la Bedoyere AND SECONDED BY Cllr Webb to approve the above expenditure.

**23/116 Financial Matters. Appendix 4**

1. To review and note the accounts including bank reconciliation, bank statement and monthly budget report.

The accounts were agreed by the Council, PROPOSED BY Cllr de la Bedoyere and SECONDED BY Cllr Webb.

1. To note receipt of income.

The income received in October was £8,429.77 from VAT reclaim, £286 from allotment rent and £40 for wayleave.

1. To pass resolution to authorise schedule of payments in accordance with the budget circulated to Council.

Resolved, PROPOSED BY Cllr Stretton and SECONDED BY Cllr Houghton to authorise the following payments:

**BACS/DD presented for payment at the meeting on 6th November 2023:**

|  |  |  |
| --- | --- | --- |
| **PAYEE** | **DESCRIPTION** | **AMOUNT** |
|  |   |  |
| M Turczyn (Clerk) Salary deducted from the total | Salary, HCC Pension October | £1,344.93 |
| HMRC  | Clerk PAYE October | £6.53 |
| The National Allotment Society  | Membership Renewal  | £144.00 |
| TEEC Ltd  | Website Hosting and domain – annual fee | £155.99 |
| Npower BusinessDeducted from total  | Street Lights power paid by DD on the 18th October | £134.69 |
| Martin Walters  | Grass cutting – October  | £999.00 |
| M Turczyn | Clerk’s mileage expenses  | £43.20 |
| M J Bradley Consulting Services  | Pond Project – site supervision and H&S file | £850.00 |
| Parish Online  | Digital mapping annual fee | £38.90 |
| Anglo Dutch Ltd  | Payroll – quarterly invoice | £54.00 |

 **Total Expenditure: £2,585.42**

Payments made in October that were approved at the meeting on 2nd October 2023.

|  |  |  |
| --- | --- | --- |
| M Turczyn | Reimbursement for warden’s parking permit at Tring Station  | £40.00 |
| Outdoor Play People  | Play equipment fort and slide 50% deposit  | £3,375.60 |
| Grassmats Ltd | Grass mat rolls for Playground Project | £564.00 |
| Wildwood UK Ltd | Repair and service Tring Station wooden playground structure  | £210.00 |

1. Council to approve clerk’s recommendation to move funds from a NS&I investment account into a new investment account.

Resolved, PROPOSED BY Cllr de la Bedoyere and SECONDED BY Cllr Houghton to set up a public sector deposit fund with CCLA.

1. To consider the draft budget for 2024/25.

The Council discussed the budget report for the current financial year and the draft budget for 2024/25 that was prepared by the Finance Group. Cllr Webb explained the reasons for having Earmarked Reserves and how this assists the council in meeting its objectives. The current level of general reserve is £54,820.69 of which £24,251.93 are earmarked for projects. The Council was asked to make comments on the proposed budget sheet prior to the next meeting.

 **23/117 Meeting close** 22:21

**Next Aldbury Parish Council meeting will be held on 4th December 2023.**