

ALDBURY PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING

Held remotely via Zoom on
Tuesday 4th May 2021 at 8pm

MINUTES

In attendance: Cllr Stretton (Chair from minute 21/01 onwards), Cllr McCarthy (Vice Chair from minute 21/02 onwards), Cllr Carmody, Cllr de la Bedoyere, Cllr Juniper, Cllr O'Neill and Cllr Webb.

Gosia Turczyn – Aldbury Parish Clerk.
One member of the public.

21/01 Election of Chairman.

Cllr Stretton was PROPOSED BY Cllr McCarthy and SECONDED BY Cllr Juniper and was elected unanimously. Cllr Stretton thanked Cllr McCarthy for everything he has done as a Councillor for Aldbury Village and Tring Station and the guidance he has given the Councillors with his experience and advice. Cllr Stretton asked if the Council could call on his expertise and knowledge in the future.

21/02 Election of Vice Chair.

Cllr McCarthy was elected as Vice-Chair PROPOSED BY Cllr Stretton and SECONDED BY Cllr Webb and carried unanimously.

21/03 Apologies for absence to be accepted by the Council.

Apologies were received from Borough Cllr Phil McDowell and were accepted by the Council.

21/04 Declarations of Interests and update of Register of Members' Interests.

None.

21/05 Public Participation.

None.

21/06 Minutes of meeting held on 12th April 2021.

The minutes of the meeting held on 12th April 2021 were PROPOSED BY Cllr Juniper and SECONDED BY Cllr Webb as being correct and were to be signed by the Chair.

21/07 Hertfordshire Police.

Herts Police PCSO Martin Leadbitter sent an update about crimes that were committed in Aldbury Parish during April 2021:

Between 5th and 6th April criminal damage was found to have happened in Aldbury School playground area. This remains undetected.

Signed

SC Stretton

Date 07.06.21

Between 26th March and 2nd April, a bike was stolen from the railway station racks. This remains undetected

21/08 Vacancy for Parish Councillor.

The notice of the vacancy had been sent to Dacorum Borough Council and is being published on the website and 10 electors have until 19th May 2021 to request by-election. If there is not a request for by-election, the parish council will fill the vacancy by co-option.

The Chair thanked Lucy Tollinton for her services as a Councillor, with particular reference to her involvement with traffic calming measures for Aldbury.

21/09 Aldbury Parish responsibilities.

The following areas of responsibilities were PROPOSED BY Cllr Webb and SECONDED BY Cllr de la Bedoyere:

1. Village Green and Stocks Road- Cllr Juniper, Cllr O'Neill and Cllr Carmody.
2. Toms Hill, Toms Hill Close and Beechwood Drive – Cllr de la Bedoyere.
3. Malting Lane, Stoneycroft, Trooper Road and New Ground Road – Cllr Webb.
4. Station Road – Cllr Juniper.
5. Tring Station – Cllr McCarthy and Cllr Stretton.

The Council will review geographical areas and general responsibilities after filling the vacancy for a Cllr.

21/10 2022 Meeting Dates.

The meeting dates were agreed by the Council.

21/11 Code of Conduct.

This was approved by the Council.

21/12 Standing Orders.

This was approved by the Council.

21/13 Asset Register.

This was approved by the Council subject to minor changes which will be circulated.

21/14 Financial Regulations.

This was approved by the Council.

21/15 Financial Management and Risk Assessment.

This was approved by the Council subject to minor change.

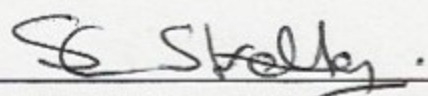
21/16 Health and Safety Risk Assessment.

Work in progress.

21/17 Warden's Update.

1. A bin at the Aldbury play area needs to be reset into the ground. The Clerk will obtain a quote from a local contactor to fix it.
2. Some chains on the swings show corrosion and the Clerk will obtain a quote to replace the chains.

Signed



Date 07-06-21

3. The graffiti on the Pavilion is still visible and the Sports Club approached Dacorum Borough Council asking if it could be cleaned professionally. The Council agreed to wait for the outcome.
4. The Clerk will ask the warden to follow up on the convex mirror installed on the corner of Trooper Road and Stoneycroft with HCC Highways.
5. The Council discussed the path behind the pavilion which used to come out on the corner but now has migrated behind the pavilion. Cllr Carmody and Cllr O'Neill will investigate this further and report back at the meeting in July.
6. The Stoneycroft ditch had not been cleared yet by the riparian owner. The Clerk will approach HCC flood authority asking for their advice.

21/18 Footpaths, Highways and Bridleways.

1. Parking and Traffic control.
Dacorum Borough Cllr Phil McDowell and HCC Highways officer Andrew Freeman were approached and asked for advice and views on several matters regarding parking and traffic control in Aldbury. The Council is yet to have a response.
2. Contact with Buckinghamshire Council over Stocks Road water runoff.
The Vice Chair reported that Transport for Buckinghamshire was producing a plan for dealing with flood issues in Buckinghamshire. The Vice Chair added that Pitstone Parish Council had already reported the issue to Transport for Buckinghamshire but that he would speak to Buckinghamshire Cllrs about the potential flood risks to Stocks Road due to water runoff.
3. General review of flood risks in Parish.
Cllr Juniper will compile a schedule for the areas in the parish affected by flooding in the past.

21/19 Allotments.

Work in progress.

21/20 Aldbury and Tring Station Play Areas.

1. The working group started looking into the Logworld.
2. Sunnyside Rural Trust will be invited to provide a quote to clear the hedges at the Iron Room at Tring Station.
3. RoSPA will carry out an annual inspection between end of May and beginning in June 2021 at a cost of £181.20 including VAT.

21/21 Clerk's Report and Correspondence.

1. The Clerk received information request under the Freedom of Information Act from village resident. The Council had responded and provided documentation that was requested. The resident subsequently submitted a complaint which the Council is going to investigate further with one Cllr carrying out an audit on the procedures and conduct of the Council addressed in the complaint.
2. The internal audit is scheduled to take place on 18th May 2021.
3. The Council resolved to renew the insurance with Pen Underwriting Ltd under Long Term Agreement at the cost of £531.50 PROPOSED BY Cllr Juniper and SECONDED BY Cllr Webb.
4. The next meeting scheduled for 7th June 2021 will be held in person at the Aldbury Memorial Hall, subject to risk assessment and social distancing rules.

Signed

S. Strelley

Date 07.06.21

21/22 Financial Matters.

1. Monthly budget report and bank reconciliations were sent out prior to the meeting.
2. A resolution was passed to authorise the following payments PROPOSED BY Cllr Juniper and SECONDED BY Cllr McCarthy and carried unanimously:

BACS presented for payment at the meeting on 4th May 2021

PAYEE	DESCRIPTION	TOTAL
		£288.49
HCC Pension	Clerk's Pension March	£230.05
HMRC	PAYE	£4.44
Anglo Dutch	Payroll Provider	£54.00

3. Publication of Public Rights Notice – letter regarding 2019/2020 Notice.
The Clerk confirmed that the dates of the Period for the Exercise of Public Rights commenced on Tuesday 1st September 2020 and ended on Monday 12th October 2020 and that the Notice was published on the website during the required period.
4. The final accounts for the Year Ending 31st March 2021 were circulated prior to the meeting and are ready to be submitted to the internal auditor, PROPOSED BY Cllr Webb and Seconded by Cllr Carmody. They will be considered for formal approval at the June meeting.
5. The Council resolved to add Cllr Carmody, Cllr O'Neill and Cllr de la Bedoyere as signatories for Unity Trust Bank.

21/23 Planning Matters:

Applications:

- a) Reference: 21/01569/TCA Works to Trees 4 Stocks Road Aldbury Tring Hertfordshire HP23 5RU ALREADY GRANTED

Decisions:

- a) 21/01158/AGD General purpose agricultural grain store. Land East Of Beggars Lane Beggars Lane Aldbury Hertfordshire PRIOR APPROVAL GRANTED
- b) 20/03518/LBC Installation of new roof windows in the extension and old barn. The Dairy Stocks Road Aldbury Tring Hertfordshire HP23 5RU GRANTED

Signed

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S. Stretton

Date 07-06-21

- c) 21/00552/DRC Details as Required by Condition 2 (Level 2 Historic Building Regulations) Attached to Planning Permission 19/02942/LBC (Garage Extension and alterations) Town Farm Stocks Road Aldbury Tring Hertfordshire HP23 5RU GRANTED
- d) 21/00547/FHA Single storey extension to form bedroom, gym, office covered parking area. Replacement of existing windows to main building Buckeye Barn Station Road Tring Station Tring Hertfordshire HP23 5QU GRANTED
- e) 21/00517/FHA Two storey side and front extensions Greenbanks Toms Hill Road Aldbury Tring Hertfordshire HP23 5SA REFUSED

21/24 Aldbury Pond.

It was PROPOSED BY Cllr Webb and SECONDED BY Cllr O'Neill to give delegated authority to the Clerk to contact the residents who had control of the water pump to refill the water in the pond in the event that if it gets dry due to lack of rain.

The Clerk will find out whether other councils, that have pond in their assets, can provide information on risk assessments.

21/25 IT Support.

The Clerk and Cllr de la Bedoyere will investigate current arrangements and contract with IT support provider and report back at the July's meeting.

21/26 Parish Plan 2021.

A Parish Plan 2021 page will be added on the website and Cllr Carmody will draft Terms of Reference for the working group. Work in progress.

21/27 Salomon Running Event.

The Salomon Running Event is scheduled to take place on the 7th August 2021. Cllr O'Neill reported about the organisers' plans for that day.

21/28 Great British Spring Clean 2021.

The Great British Spring Clean 2021 is scheduled to take place on the 19th June 2021 from 10 am until 12 noon. Cllr Carmody will write a note for the Outlook.

The meeting closed at 22:27

Signed _____ Date _____