



Aldbury Parish Council

Aldbury Memorial Hall
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9 May 2023

To: Cllrs McCarthy, de la Bedoyere, Paterson, Webb and White

Councillors are summoned to attend this meeting for the transaction of business set out in the agenda below.

The meeting is open to members of the public and press. Supporting documents are available on the parish website.

ALDBURY PARISH COUNCIL ANNUAL MEETING

to be held on Monday 15th May 2023 at 8.00pm

ALDBURY MEMORIAL HALL

Gosia Turczyn

Gosia Turczyn

Clerk to Aldbury Parish Council

To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items listed on this agenda are requested to enquire prior to the meeting.

AGENDA

- 23/01 Election of Chairman**
To elect a Chairman for the year 2023/24 and sign Declaration of Acceptance of Office.
- 23/02 Declarations of Acceptance of Office and Interest Forms for Councillors**
To record the register of interests forms and declarations of acceptance of office and consider accepting any at a later date, where not received to date.
- 23/03 Election of Vice-Chairman**
To elect a Vice- Chairman for the year 2023/24 and sign declaration of acceptance of office.

- 23/04 Co-option due to insufficient candidates at the election**
- 23/05 Apologies**
To receive and accept apologies for absence.
- 23/06 Interests**
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.
- 23/07 Minutes**
To confirm the Minutes of Aldbury Parish Council Meeting held on 3rd April 2023 as an accurate record of proceedings.
- 23/08 Meeting Dates**
To agree meeting dates for 2024.
- 23/09 Reports to the Council.**
a) Warden's report – appendix 1
b) Clerk's report; items for information only – appendix 2
c) Hertfordshire police; report from PCSO – appendix 3
- 23/10 Planning Matters – to consider comments on the following:**
- a) Application(s)**
- b) Decision(s)**
- 23/00409/LDP The Valiant Trooper, Trooper Road, Aldbury, Tring, Hertfordshire, HP23 5RW, Use of part of premises as Class E Refused
 - 23/00449/LBC Laundry Cottage, 28 Malting Lane, Aldbury, Tring, Hertfordshire, HP23 5RH, Installation of solar Photo Voltaic (PV) and Solar thermal panels to roofs and to the roof of garden outbuilding. Granted
 - 23/00827/TCA Barleycombe, Trooper Road, Aldbury, Tring, Hertfordshire, HP23 5RW, Fell tree Shona Russell 27/04/2023 Raised no objections
- 23/11 Internal Controls – Governance, Policies and Procedures.**
To consider, review and adopt the following documents:
a) Standing Orders
b) Financial Regulations
c) Asset Register
d) Code of Conduct
e) Risk Assessment of Physical Assets
f) Financial Management and Risk Assessment
- 23/12 Appointment of Representatives- Appendix 4**
To appoint representatives to serve on Staffing Committee, Working Groups, Ashridge Estate Committee and to confirm individual area of responsibility.

- 23/13 Aldbury Pond**
Council to receive Feasibility Study outlining potential restoration solutions. Pond Working Group seeks approval in principle for a specific solution to be developed and costed.
- 23/14 Aldbury Parish Council Insurance Policy.**
To approve the insurance renewal with BHIB Councils Insurance at a cost of £608.18 (inclusive of VAT and fees) under a 3-year Long-Term Agreement.
- 23/15 Tree Survey.**
To consider a quote for £320 to carry out visual tree inspection report.
- 23/16 Financial Matters – Appendix 5**
- a) To review and note the accounts including bank reconciliation, bank statement and monthly budget report.
 - b) To note receipt of income.
 - c) To pass resolution to authorise schedule of payments.
 - d) To receive a report from the Hertfordshire Internal Audit Service for financial year 2022-23.
 - e) To approve AGAR Section 1 Annual Governance Statement 2022-23.
 - f) To approve AGAR Section 2 Accounting Statements 2022-23.
 - g) To approve the Explanation of Variances.
 - h) To approve the dates for the Period for the Exercise of Public Rights to be commencing on Monday 5th June 2023 and ending on Friday 14th July 2023 and to confirm the date the Notice is to be published on the Council's website and noticeboards.
 - i) To note that the clerk's annual pension return had been submitted to LPPA.
- 23/17 Meeting close.**

Next meeting Parish Council meeting will be held on 5th June 2023 at 8 pm, Memorial Hall.