

**ALDBURY PARISH COUNCIL**

**PARISH COUNCIL MEETING  
Held in Aldbury Memorial Hall  
Monday 3<sup>rd</sup> April 2023 at 8pm**

**MINUTES**

In attendance: Cllr Stretton (Chair), Cllr McCarthy (Vice Chair), Cllr de la Bedoyere, Cllr Houghton (joined the meeting during minute 22/211 Public Matters), Cllr Juniper, Cllr Webb and Cllr White.

Gosia Turczyn – Aldbury Parish Clerk  
3 members of the public.

**22/209**

**Apologies**

To receive and accept apologies for absence.

The Council considered and accepted apologies sent by Cllr O'Neill and County Cllr Symington.

**22/210**

**Interests**

a) To receive declarations of interest from Councillors on items on the agenda.

Cllr Webb and Cllr de la Bedoyere declared an interest in the item 22/219 Aldbury Pond as members of the Pond Working Group. Cllr McCarthy declared an interest in payment to HAPTC as Chairman of HAPTC.

b) To receive written requests for dispensations for declarable interests.

None received.

c) To grant any requests for dispensation as appropriate.

None granted.

**22/211**

**Public Matters**

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

- a) Members of the public raised concerns about vehicles accessing the allotments, which had caused the path outside their properties to compact and deteriorate resulting in runoff water entering their properties. Members of the public had asked the Council to restrict heavy traffic and said that they own this part of Trooper Road. The Council agreed to check the ownership of this section of the road and whether it falls under HCC's responsibility.
- b) A member of the public asked about the progress of traffic restrictions for Aldbury. Cllr Juniper reported that once all comments are reviewed and signed off by County Cllr Symington, it will move to the next stage of the Traffic Regulation Order and this should take approximately 8 weeks once commissioned. The Council suggested liaising with the Aldbury School about the intended changes.

22/212

**Minutes**

To confirm the Minutes of Aldbury Parish Council Meeting held on 6<sup>th</sup> March 2023 as an accurate record of proceedings.

Approved, PROPOSED BY Cllr Juniper and SECONDED BY Cllr de la Bedoyere that the minutes were a true and accurate record of proceedings, subject to minor word amendment in minute 22/206, and were duly signed by the Chair.

22/213

**Aldbury Parish Assembly**

To note the postponement of the Parish Assembly until 22<sup>nd</sup> May 2023 due to the pre-election period.

Noted and agreed.

22/214

**4<sup>th</sup> May 2023 Local Elections.**

Notice of Election has been published and the nomination papers must be submitted to Dacorum Borough Council (DBC) by 4 pm on Tuesday 4 April. An appointment must be arranged with DBC by emailing the elections team at [er@dacorum.org.uk](mailto:er@dacorum.org.uk) in order to submit your nomination paper.

The Council noted the update.

22/215

**Reports to the Council.**

a) Warden's report – appendix 1

The Council noted the report, and no comments were made.

b) Clerk's report; items for information only – appendix 2

- The Council made comments about the parking sign on the Green. The clerk will liaise with HCC Highways asking whether the proposed position and wording could be improved. Discussion adjourned to the next meeting.

c) Hertfordshire police; report from PCSO – appendix 3

Report was not received, and the clerk will enquire further.

22/216

**Planning Matters – to consider comments on the following:**

**a) Application(s)**

- 23/00435/LBC Removal of a load bearing wall between the kitchen and larder (Retrospective) 11 Posting House Tring Station Tring Hertfordshire HP23 5QS No comment.
- 23/00452/FHA Single storey rear extension & internal alterations. 3 Royal Court Tring Hertfordshire HP23 5SG No comment.
- 23/00663/FHA Loft conversion with new rear dormers, rooflight, windows and external doors plus a new rear porch canopy Town Farm Bungalow Stocks Road Aldbury Tring Hertfordshire HP23 5RU No comment.

**b) Decision(s)**

- 23/00184/FHA 3 Berryfield Cottages, Aldbury, Tring, Hertfordshire, HP235RN, Porch Extension Granted

22/217

**Footpaths, Highways and Bridleways.**

a) To discuss further action on the Church verge.

The Council will liaise with HCC Highways and ask whether the verge could be hardened with plastic or concrete grit base to allow the grass to grow.

b) Update on gateway to Tring Station.

Tring Station Residents Association will be meeting on the 17<sup>th</sup> April and the discussion was adjourned.

22/218

**Parking Restrictions and 20 mph Zone within Aldbury village.**

Update on 20 mph Zone.

County Cllr Symington sent a report prior to the meeting asking the Parish Council whether it wanted to opt for a feasibility study for 20 mph Zone within Aldbury village, however the Council felt that this would not be viable at this stage. The Council discussed whether adding advisory signage provided by the 20's Plenty campaign could help reduce speeding in the village and agreed to communicate with residents about the recent speed and volume survey results and why it had failed to meet the criteria for 20 mph Zone.

**Action:** The clerk will add a note in the Outlook and Facebook page asking residents to reduce their speed while driving on Stocks Road and Station Road and will liaise with the Aldbury School and the Golf Club.

22/219

**Aldbury Pond.**

To approve an expenditure of up to £1,000 for a consultant to produce a technical design of the pond.

The Council approved an expenditure of up to £1,000 to appoint a consultant from the Inland Waterways Association to produce a feasibility study and technical survey that would include recommendations and costs involved in the work to the pond, PROPOSED BY Cllr Webb and SECONDED BY Cllr de la Bedoyere. The Council agreed to use the Earmarked Reserves to pay for this initiative.

22/220

**Aldbury Noticeboard.**

a) To consider a quote for a new noticeboard – appendix 4.

Discussion adjourned.

b) To consider proposal from the Garden Club to instal a noticeboard at the allotments.

The Council considered the proposal but decided not to proceed at this stage.

22/221

**Recreation Ground.**

To review proposed action to replace the wooden post with logs.

Cllr Juniper confirmed that suitable transport for the logs had been found and that 17 logs will be supplied by the Ashridge National Trust when they become available. Work in progress.

22/222

**Aldbury Parish Council Insurance Policy.**

The insurance needs to be renewed by 1<sup>st</sup> June and the clerk had requested a comparative quote from BHIB Council Insurance and will check if the policy covers volunteers. The Council agreed to enter into a Long-Term Agreement.

22/223

**Internal Controls – Governance, Policies and Procedures.**

a) To review and adopt Health and Safety policy (new) – appendix 6.

Approved, PROPOSED BY Cllr Webb and SECONDED BY Cllr de la Bedoyere.

22/224

**Financial Matters.**

- a) To review and note the accounts including bank reconciliation and monthly budget report – appendix 7.  
The accounts were noted by the Council and the clerk will investigate what would be a robust level of reserves for Aldbury Parish Council, PROPOSED BY Cllr McCarthy and SECONDED BY Cllr White.
- b) To note receipt of income (if any).  
The Council received £60 from tennis court membership and £11 from allotment rent.
- c) To pass resolution to authorise schedule of payments – appendix 8.  
Resolved, PROPOSED BY Cllr Juniper and SECONDED BY Cllr Webb.

**BACS presented for payment at the meeting on 3<sup>rd</sup> April 2023:**

PAYEE	DESCRIPTION	AMOUNT
M Turczyn (Clerk) Salary deducted from the total	Salary, HCC Pension March	£2,079.40
HMRC	Clerk PAYE	£85.44
Bidwells	Rent for Recreation Ground March- June	£250.00
Bidwells	Rent for Allotments September 2022 – March 2023	£425.00
Aldbury Memorial Hall	Hall Hire – April meeting	£20.00
M Turczyn	Mileage expenses March	£28.80
Microsoft	Subscription for 8 licenses	£518.40
HAPTC & NALC	Annual subscription	£540.63

**TOTAL: £2,354.91**

- d) To approve the final accounts for Year End 31<sup>st</sup> March 2023.  
Resolved, PROPOSED BY Cllr Juniper and SECONDED BY Cllr Webb.
- e) To resolve appointing the clerk as a signatory on the NS&I Investment Account – letter received.  
Resolved, PROPOSED BY Cllr Stretton and SECONDED BY Cllr de la Bedoyere and carried unanimously.
- f) Update on Unity Trust bank signatories.  
The Council agreed to add Cllr White as a signatory on Unity Trust online banking mandate.

22/225

Meeting close.21:50

Next meeting will be the Annual Parish Council Meeting held on 15<sup>th</sup> May 2023.