

## ALDBURY PARISH COUNCIL

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

#### MINUTES

In attendance: Cllr Webb (Chair), Cllr McCarthy, Cllr Paterson (joined the meeting during Minute 23/38), Cllr Stretton, Cllr Warren and Cllr White.

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

#### **23/34 Apologies**

To receive and accept apologies for absence.

The Council received and accepted apologies sent by Cllr Houghton, Cllr de la Bedoyere and County Cllr Symington.

#### **23/35 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.  
None.

#### **23/36 Public Matters**

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

1. Member of the public asked about the progress of the double yellow lines scheme for Aldbury. The Council received an update from County Cllr Symington who confirmed that this is listed for funding from Hertfordshire Locality Budget in the 2024/25 financial year.

#### **23/37 Minutes**

To confirm the Minutes of Aldbury Parish Council Meeting held on 5<sup>th</sup> June 2023 as an accurate record of proceedings.

Resolved, PROPOSED BY Cllr White and SECONDED BY Cllr Warren and agreed unanimously that the minutes were a true and accurate record of proceedings and were duly signed by the Chair.

#### **23/38 Reports to the Council.**

- a) Warden's report – appendix 1

The Council noted the report and discussed the following:

1. Graffiti on the highway sign at Tring Station was reported by the warden.
2. Verge hardening outside the Church – It was reported that currently there is no funding available from HCC or Highways Locality Budget and DBC also has halted its program of verge hardening, therefore this would need to be funded by the Parish Council.

3. Nettles around the Aldbury playground fence had been cut back and Cllr Stretton suggested asking parents from the Aldbury school to help keep it clear.
- b) Clerk's report; items for information only – appendix 2
  1. Cllr Webb met with the representative from Highways to discuss the replacement sign on the Green, which will require two posts. Highways agreed to obtain quotes.
  2. Tree survey will take place in July, with a report to follow.
  3. Logs for the Recreation Ground are reserved and will be collected and transported on the first available date.
  4. The Council received a request for additional recycling bin. This item will be added to the August agenda once it's established whether DBC can provide and empty the bin.
- c) Hertfordshire police – report from PCSO.  
The Council received an update on crimes reported in Aldbury during May and June:

17<sup>th</sup> May – Theft from a motor vehicle of its Catalytic Converter parked on Station Road Aldbury, remains undetected.

1<sup>st</sup> June – Burglary at the village shop, is still under investigation.

22<sup>nd</sup> June- a Land Rover Freelander parked close to the canal on New Ground Road was damaged and had items removed, this is still under investigation.

23/39

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

**a) Application(s)**

- 23/01114/LBC Minor alterations and repairs to the existing monument, including repointing in lime mortar, isolated stonework repairs, gentle cleaning and maintenance works and repairs to the stone treads to internal staircase.  
Bridgewater Monument Moneybury Hill Ashridge Berkhamsted Hertfordshire HP4 1ND Support.
- 23/01287/FHA Addition a first storey and expanding the driveway area to create new parking space and designated bin store. 4 Toms Hill Close Aldbury Tring Hertfordshire HP23 5SL No comment.
- 23/01428/FHA Single storey front extension and associated alterations Forrest View 1A New Ground Road Aldbury Tring Hertfordshire HP23 5RJ  
No comment.
- 23/01439/FHA Single storey rear extension and demolition of garage. Tillys House 1 New Ground Road Aldbury Tring Hertfordshire HP23 5RJ  
Support.
- 23/01410/FUL External openings: - Two rear doors to stable wing, one side door entrance. Two side windows, introduction of metal and glazed pergola The Valiant Trooper, Trooper Road Aldbury Tring Hertfordshire HP23 5RW  
Member of the public raised concerns about a high number of planning applications being put forward with some still outstanding and said that, although some planning applications had not been granted by DBC, unauthorised work is being carried out to the building. The Council said that this should be dealt with by the planning enforcement and that the conservation officer should determine whether any work carried out under Listed Building Consent was lawful. The Council also said that it is not uncommon practice to request a retrospective approval and that each planning application is considered on its merits.

The Council took a vote and RESOLVED to support this particular planning application, agreed unanimously. The Council agreed to leave the decision to the conservation officer and case officer at DBC Planning Department.

- 23/01518/LBC External openings to include infilling and formation of new openings, pizza flue and pergola. The Trooper Trooper Road Aldbury Tring Hertfordshire HP23 5RW This planning application has become redundant since the agenda was published.
- 23/01558/TCA Felling of trees. 4 Toms Hill Close Aldbury Tring Hertfordshire HP23 5SL Support

**b) Decision(s)**

- 23/00786/ROC Musette Cafe, The Old Barn, Church Farm, Station Road, Aldbury, Tring, Hertfordshire, HP23 5RS, Removal of condition 3 (opening hours) attached to planning permission 4/01348/18/FUL (Change of use from (b1/b8) business/storage to (a3) cafe). Granted

**23/40**

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

1. To receive an update on parking restrictions for Aldbury.  
This was discussed under Minute 23/36 Public Matters.
2. To discuss adding advisory signage provided by the 20's Plenty campaign.  
It was suggested to find out which lampposts on Station Road are owned by the Parish Council and the Clerk will get quotes for signs that replicate the 20mph speed signs.

**23/41**

**Play Areas.**

To review the annual inspection reports from RoSPA and agree actions if required.

All findings were classed as low risk and the points highlighted in the report for the Aldbury playground will be addressed by the Aldbury play area working group.

**23/42**

**Village Pond – Appendix 3**

1. Aldbury Parish Council was awarded £10,000 from DBC towards the pond restoration project. Council to approve moving the funds into Pond Earmarked Reserves.

Resolved, PROPOSED BY Cllr McCarthy and SECONDED BY Cllr Paterson, unanimously agreed.

The Chair thanked Ted Bianco for his effort in producing the report and thanked the Clerk for securing the grant.

It was suggested to reassess the physical risk of the pond after the project is complete and to start engaging with HCC seeking their obligation in taking responsibility for the drainage system. The Council also agreed to set up a separate email with the parish council domain for the pond volunteers.

2. To approve the Pond Working Group's proposals and budget for the restoration of the pond and its ongoing maintenance.

Resolved, PROPOSED BY Cllr McCarthy and SECONDED BY Cllr Warren, unanimously agreed.

Steph Dobb  
7/8/23

**23/43 Appointment of Representatives on the Council.**

To confirm individual area of responsibility.

Cllr Paterson and Cllr Stretton agreed to take responsibility for the allotments along with the Clerk.

**23/44 Allotments.**

To review and approve the tenancy agreement and conditions of hire. The Clerk recommends the current documents stay in place for 2023-24.

The Council, inclusive of 6 members, took a vote by show of hand on whether to keep the current allotment conditions of hire and tenancy agreement:

5 voted YES

1 voted NO

None abstained.

It was resolved to keep the current allotment documents in place for another year. Cllr Paterson suggested adding a paragraph to go with the tenancy agreement about diversity and inclusivity. Cllr Paterson also suggested reviewing the approved documents in March 2024.

**23/45 Financial Matters- Appendix 4**

- a) To review and note the accounts including bank reconciliation and monthly budget report.  
Invoices, bank statement and bank reconciliation were noted and signed by the Chair. The Clerk reported that since the cashbook was reconciled up to 28<sup>th</sup> June, £18 was debited for bank service charge, therefore the bank statement shows a discrepancy. This will be rectified in August.
- b) To note receipt of income.  
The Council noted the receipt of £77 from allotment rent.
- c) To pass resolution to authorise schedule of payments circulated to Council.  
Resolved, PROPOSED BY Cllr Stretton and SECONDED BY Cllr Warren, agreed unanimously.

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

PAYEE	DESCRIPTION	AMOUNT
M Turczyn (Clerk) Salary deducted from the total	Salary, HCC Pension June	£1,344.93
HMRC	Clerk PAYE June	£6.53
Npower Business Solutions	Street light power (already paid by DD on 17 June and deducted from total)	£100.89
Keith Simkin	Warden Hours; April-June	£344.50
HAPTC	Councillors training; Cllrs Warren, Paterson and White	£145.00
HAPTC	Chairmanship Skills training	£30.00

*Signature*  
7/8/22

Martin Walters	Grass cutting June	£909.00
Bill Page	Reimbursement for ball valve for allotment water through	£9.50
RoSPA Play Safe	Annual Inspection – Play areas	£192.60
Bidwells	Recreation Ground rent	£250.00
G Turczyn	Clerk's mileage expenses June	£28.80

**TOTAL: £2,209.73**

- d) To consider approving the transfer of £20,000 from General Reserves into Pond Earmarked Reserves.  
Resolved, PROPOSED BY Cllr Stretton and SECONDED BY Cllr McCarthy, agreed unanimously.
- e) Update on Unity Trust bank signatories.  
Cllr White and Cllr Warren are yet to receive their log in details from Unity Trust bank.

**23/46 Meeting close. 22:03**

**Next Aldbury Parish Council meeting will be held on 7<sup>th</sup> August 2023.**

*Stephen Webb*  
7/8/23