

ALDBURY PARISH COUNCIL

PARISH COUNCIL MEETING Held in Aldbury Memorial Hall Monday 7th June 2021 at 8pm MINUTES

In attendance: Cllr Stretton (Chair), Cllr McCarthy (Vice Chair), Cllr de la Bedoyere, Cllr Carmody, Cllr Juniper, Cllr O'Neill, Cllr Webb and County Cllr Sally Symington

Gosia Turczyn – Aldbury Parish Clerk

Two members of the public.

21/29 Chair's Welcome.

The Chair welcomed everyone and opened the meeting.

21/30 Apologies for absence.

Apologies were received from Dacorum Borough Cllr Phil McDowell.

21/31 Declarations of Interests and Dispensations.

Cllr McCarthy declared an interest in HAPTC as the Chairman of HAPTC. He got a dispensation from members to authorise payment to HAPTC.

21/32 Public Participation.

1. The issue of anti-social behaviour in the parish was raised. The Clerk will liaise with local PCSO and ask him to join the next Council meeting. County Cllr Symington advised to report any anti-social behaviour to Dacorum BC, and the Council also suggested contacting Aldbury Community Support. The Clerk will put a note for the Outlook and FB asking residents to stay vigilant and log any suspicious or anti-social behaviour with the Police or Dacorum BC.
2. A resident spoke about the village pond risk assessment and suggested no signs should be erected by the pond.
3. County Cllr Symington will liaise with HCC to put together a plan of action for the flood risks issues in the village and traffic and parking control.
4. The Council spoke about this year's Parish Plan 2021. This will be a community run project with the main objective of gathering views of the parishioners about the plans for the parish. The Parish Plan 2021 is featuring on the parish website and will include a community survey.

31/33 Hertfordshire Police.

No crimes were reported in the month May 2021.

21/34 Minutes of the Annual Council meeting held on 4th May 2021.

The minutes of the Annual Council meeting held on 4th May 2021 were PROPOSED BY Cllr Webb and SECONDED BY Cllr Juniper as being correct and were to be signed by the Chair.

Signed S Stretton

Date 05.07.21

The draft minutes of meeting of the Annual Parish Assembly held on 4th May 2021 were PROPOSED BY Cllr McCarthy and SECONDED BY Cllr Stretton as being correct and were to be approved at the next Annual Parish Meeting.

21/35 Review of co-option policy.

After reviewing the co-option policy, following a complaint about the Council's co-option procedures, the Council proposed the following amendments:

- Candidate interviewed within the preceding 6 months will not be re-interviewed.
- The Councillors on the interview panel may vary depending upon availability.
- The co-option policy to be published on the website.

PROPOSED BY Cllr de la Bedoyere SECONDED BY Cllr Juniper and carried unanimously.

21/36 Vacancy for Parish Councillor.

The Clerk reported that there had been no application by 10 electors in the Parish for a by-election. The vacancy will be advertised in the Outlook, on the parish website, Noticeboard, and the Facebook page, with the closing date of 30th July 2021. The candidates will be considered for co-option.

21/37 Chiltern's Conservation Board.

No Councillors put themselves forward for the vacancy for Hertfordshire Council Member.

21/38 Warden's update.

1. The Clerk obtained a quote to replace the swing chains at the cost of £140 excluding VAT for one set. The Council agreed to authorize expenditure to replace two sets of chains on two swings, PROPOSED BY Cllr Webb and SECONDED BY Cllr de la Bedoyere. The warden will advise which two swings need their chains replacing.
2. The working group is in the process of looking into replacing the surface of the Logworld. A proposal for costs associated with the replacement of the surface will be put to the Council at July's meeting.
3. The Council had not accepted a quote to replace the two benches at the Recreation Ground. It was agreed to obtain more quotes by the next meeting.
4. The Council discussed the ongoing issue with graffiti on the Pavilion. The Councillors concerned will meet up with the Sports Club representative and report back at the next meeting.
5. The Council agreed to share a note on the Facebook page to discourage residents from installing road mirrors as had been advised by HCC Highways. Cllr Carmody will write a note for the Outlook.

21/39 Internal Audit Report.

The Council acknowledged the recommendations made by the internal auditor in 2020/21 Internal Auditor's report. The Chair will respond to the recommendations in due course. The asset register was updated following the internal auditor's recommendations with assets, that are no longer the responsibility of the parish council, being removed from the list. Those assets will feature on the asset register until March 2022 as footnotes for information only.

The Council also decided to consider appointing another internal auditor for 2021/22.

Signed

S Stretton

Date

05.07.21

21/40 Physical Assets Risk Assessment and Pond Risk Review.

Updated physical assets risk assessment was circulated prior to the meeting. The Council adopted the document unanimously.

Pond Risk Review

Cllr Stretton reported about risks assessments carried out to the pond and whether there is merit to mitigate the risks.

The Council suggested different solutions that could be implemented such as growing vegetation and erecting warning signage.

Cllr Webb suggested that the pond risk assessment should be designated as low risk.

The Parish Council took votes on the following proposals:

- 1) To classify the pond as trivial – all abstained
- 2) To classify the pond as tolerable (low risk) – 5 votes for, 2 abstained

Therefore, the Council approved the proposal to classify the pond as tolerable in the Pond Risk assessment.

21/41 National Trust.

Cllr Juniper reported on the following matters:

1. He and other parish council representatives will be included in the future correspondence and notifications regarding filming sent out by National Trust.
2. Deer fencing has been erected around Rail Copse.
3. Car parking project had been restarted.

21/42 Planning Matters.

Application(s):

- 21/01864/FHA Demolition of existing conservatory and construction of part 2 storey and single rear extension The Burrow 9 New Ground Road Aldbury Tring Hertfordshire HP23 5RJ No comment
- 21/01954/TCA Proposal: Works to trees 33 Stocks Road Aldbury Tring Hertfordshire HP23 5RT No objection

Decision(s):

- 21/01051/FHA Raising of roof over existing single storey element to provide additional accommodation in the roof space and porch to front door (amended scheme). 11 Malting Lane Aldbury Tring Hertfordshire HP23 5RH GRANTED
- 20/03993/FUL General Purpose Agricultural Storage Building & Hay Store, Means of Enclosure (deer proof fence) and Agricultural Track to barn Westlands Farm Station Road Aldbury Tring Hertfordshire HP23 5RS GRANTED
- 21/01235/FHA Single-storey side extension, alterations to existing rear single-storey, alterations to landscaping and internal alterations. 10 New Ground Road Aldbury Tring Hertfordshire HP23 5RQ GRANTED

Signed S. Stretton Date 05.07.21

- 21/01276/FHA Part conversion, addition of pitched roof with dormer window and single storey rear extension to garage. Ashgarth Cottage Station Road Aldbury Tring Hertfordshire HP23 5RS GRANTED

21/43 Clerk's Report and Correspondence.

1. Cllr de la Bedoyere investigated the option of terminating contract with The Gallery Partnership which provides IT support and services. It was PROPOSED BY Cllr de la Bedoyere and SECONDED BY Cllr Carmody to give notice to The Gallery Partnership to terminate the contract.
Cllr de la Bedoyere and the Clerk will investigate and document to move the service in house.
2. A parishioner had suggested to take cones away from around the pond but leave the ones around the bus stop.

21/44 Financial Matters.

1. A resolution was passed to authorise the following payments PROPOSED BY Cllr Webb and SECONDED BY Cllr Juniper and carried unanimously:

BACS presented for payment at the meeting on 7th June 2021:

PAYEE	DESCRIPTION	TOTAL £2,134.11
HCC Pension	Clerk's pension May	£230.05
HMRC	PAYE	£4.44
Martin Walters	Grass cutting	£335.00
HAPTC	E- learning course for Clerk	£14.00
Ernest Newhouse	Internal Audit fee	£350.00
Microsoft Office	Cllr Licenses	£437.76
Microsoft Office	Clerk's License	£135.36
Martin Walters	Grass Cutting and fixing of the bin	£627.50

2. The Council approved the Annual Governance and Accountability Return (AGAR) 2020/2021.
3. The Council approved Section 1 of the Annual Governance Statement 2020/2021.
4. The Council approved Section 2 of Accounting Governance Statement 2020/2021.

Signed SG S. Stretton Date 05.07.21

5. The Council agreed the dates for the public right of access to be commencing on 14th June 2021 and ending on 23rd July 2021. The notice will be published on the parish website.
6. The Council approved the explanation of variances.

The meeting closed at 22:20

Signed SS Sirelley. Date 05.07.21