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**To: Councillors McCarthy (Chairman), Moore (Vice Chairman), Juniper, O’Neill, Pearce, Stretton, Tollinton and Webb.**

**Notice is hereby given of the Aldbury Parish Council Meeting to be held via remote log- in (details below) on Monday 11th May 2020 at 10 am.**

**In order to aid the smooth running of the meeting, members of the public, who wish to speak at the meeting, are invited to contact the Clerk by email at** [**parishclerk@aldburyparish.org.uk**](about:blank) **and if they wish, to specify the topic they want to speak about.**

**Online Meeting rules, see Annex.**

**Join Zoom Meeting**

[https://zoom.us/j/99572623976?pwd=TUZSbE1kVys5Ymtva2FtSDhTWFZBZz09](about:blank)

**Meeting ID: 995 7262 3976**

**Password: 933467**

Find your local number: [https://zoom.us/u/adLIPGnvIx](about:blank)

**The meeting will be recorded and accessible on YouTube.**

**AGENDA ITEM**

1. **Chairman’s Welcome.**

**2 Apologies for absence – to be accepted by the council.**

**3 Declarations of Interests & Dispensations – Cllrs to declare interests particular to this meeting.**

**4 Receive questions from members of the public and press (max 15 minutes).**

**5 Hertfordshire Police – if update.**

**6 To approve the minutes of the meeting held on 2 March 2020.**

**7 Aldbury Defibrillator Project – if update.**

**8 Aldbury Sports Club/Recreation Ground – if update.**

**9 Footpaths and Highways inc Bridleways – if update.**

**10 Allotments – if update.**

**11 Aldbury Parish Council Mowing – if update.**

**12 The Iron Room Play Area.**

ROSPA to carry out the annual inspection in May or soon after. The Clerk is to find out the exact date for the play area to be unlocked.

**13 Aldbury Play Area.**

New rubber bark was redistributed. ROSPA to carry out the annual inspection in May or soon after.

**14 Aldbury Pond - if update.**

**15 Tennis Court – if update.**

**16 Insurance.**

Council to consider insurance schedule.

**17 Amendment to Standing Orders.**

The Council to adopt Standing Orders with minor amendments and annex to cover arrangements for virtual remote meetings.

**18 Code of Conduct.**

Council to adopt Code of Conduct.

**19 Asset Register.**

Council to adopt Asset Register.

**20 Financial Regulations.**

Council to adopt Financial Regulations.

**21 Financial Management and Risk Assessment.**

Council to adopt Financial Management and Risk Assessment.

**22 Aldbury Parish responsibilities.**

Council to adopt responsibilities.

**23 2021 Meeting Dates.**

Clerk to propose 2021 meeting dates.

**24 Aldbury Parish Assembly 2020.**

Postponed sine die.

**25 Planning Matters – to discuss the following**

* **application(s):**

1. 20/00764/FHA Conversion of loft space into habitable rooms with rooflights. Window to front gable wall. The Stables Pendley Farm Station Road Tring Hertfordshire HP23 5QY
2. 20/00848/FHA Single Storey Rear / Side Extension. Sunset Cottage 5 New Ground Road Aldbury Tring Hertfordshire HP23 5RJ
3. 20/00895/PREF Conversion of existing horse manege to single tennis court exclusively for family use. Brightwood New Ground Road Aldbury Tring Hertfordshire HP23 5SF
4. 20/00872/DRC Details as required by condition 3 (remediation), 9 (drainage) and 10 (drainage management plan) of permission 4/01017/19/ROC Variation of condition 2 (approved plans), 3 (written scheme of investigation), 6 (contamination), 8 (materials), 11 (landscaping), 13 (drainage scheme) and 14 (refuse storage) attached to planning permission 4/02062/17/mfa part demolition part conversion and new build to create 10 dwellings. New Ground Farm New Ground Road Aldbury Tring Hertfordshire HP23 5RD (situated in Wigginton Parish).
5. 20/00988/FHA Construction of New Garden Shed and Greenhouse to

Replace Section of Fencing and Existing Sheds/Greenhouse. Georgia Trooper Road Aldbury Tring Hertfordshire HP23 5RW

1. 20/01021/FHA Loft conversion - Insertion of 3no. pitched roof rear dormers. Lanimers Station Road Tring Station Tring Hertfordshire HP23 5QU

* **decision(s):**

1. 20/00721/DRC – 32 Stocks Road Aldbury Tring Hertfordshire HP23 5RU Granted
2. 20/00513/DRC –32 Stocks Road Aldbury Tring Hertfordshire HP23 5RU Granted
3. 20/00446/TCA - 36 Stocks Road Aldbury Tring Hertfordshire HP23 5RU

Raise No Objection

1. 20/00168/FHA - 2 Toms Hill Close Aldbury Tring Hertfordshire HP23 5SL

Granted

1. 20/00257/TCA -Town Farm Stocks Road Aldbury Tring Hertfordshire

HP23 5RU Raise No Objection

1. 19/02874/FHA - Westlands Farm Station Road Aldbury Tring Hertfordshire HP23 5RS Application Withdrawn

**26 Clerk’s Report and Correspondence – for information only.**

**27 Warden’s Report – if update.**

Proposal to retain the services of the Parish Warden and to continue paying him during the lockdown period.

**28 Tring Station Travel Plan – if update.**

**29 Aldbury Traffic Calming Consultation – if update.**

**30 Parish Plan Review – if update.**

**Financial Matters.**

* The accounts have been circulated prior to the meeting. A resolution is required to authorize the payments.
* April Income, Expenditure and Bank Reconciliation.
* To approve the final accounts for Year Ending 31st March 2020.
* Enrolment of the Clerk on Local Government Pension Scheme (LGPS).
* Annual Governance and Accountability Return (AGAR) for review and approval.
* Extra administrator for inputting payments on Unity Trust in addition to the Clerk.

**31 Meeting close**.

Annex

Aldbury Parish Council – Online Meeting Rules May 2020

1. **GENERAL**

* Councillors are asked to be on time, please note meeting starts at 10 am.
* Mute yourself when not speaking (alternatively the host can control all muting).
* Ensure your technology works correctly.
* Frame the camera correctly.
* To speak “raise a hand” and wait to be invited to speak by the host.
* The host (Clerk) reserves the right to remove anyone who behaves inappropriately.
* Voting will be by show of hands.

**Next Parish Council Meeting 1st June 2020 at 10 am virtual meeting. Aldbury Parish Council website –** [**www.aldburyparish.org.uk**](about:blank)

Signed: Gosia Turczyn Clerk Date: 4th May 2020