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To Councillors:McCarthy (Chairman), Stretton (Vice Chair), Carmody, de la Bedoyere, Juniper, O’Neill and Webb.

Notice is hereby given that the Annual Meeting of Aldbury Parish Council will be held online via Zoom video conferencing on **Tuesday 4 May 2021 at 8 pm** for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.

[Click here to join the meeting.](https://zoom.us/j/96166835428?pwd=aENaQW5SNC9udjVjREFwRmdRanpJUT09)

[Click here to find phone access numbers.](https://zoom.us/u/aNo4xM8y5)

Meeting ID: 961 6683 5428

Passcode: 109611

Members of the public and press who wish to speak at the meeting are invited to contact the Clerk at parishclerk@aldburyparish.org.uk in advance and, if they wish, to specify the topic they want to speak about.

Gosia Turczyn

Clerk to Aldbury Parish Council

27 April 2021.

**AGENDA**

1. **Election of Chairman and signing of Declaration of Acceptance of Office.**
2. **Election of Vice Chairman and signing of Declaration of Acceptance of Office.**
3. **Apologies for absence to be accepted by the Council.**
4. **Declarations of Interests and update of Register of Members’ Interests.**

Cllr to declare interests particular to this meeting and confirm accuracy of Register of Pecuniary Interests.

1. **Public Participation.**

To receive questions from members of the public and press (max 15 minutes).

1. **To approve the minutes of the meeting held on 12th April 2021.**
2. **Hertfordshire Police update from PCSO.**
3. **Vacancy for Parish Councillor.**
4. **Aldbury Parish responsibilities.**

Cllrs to review and agree responsibilities for 2021/22.

1. **2022 Meeting Dates.**

Clerk to propose 2022 dates.

1. **Code of Conduct.**

Cllrs to review and confirm acceptance.

1. **Standing Orders.**

Cllrs to review and confirm acceptance.

1. **Asset Register.**

Council to review and adopt Asset Register.

1. **Financial Regulations.**

Council to adopt Financial Regulations.

1. **Financial Management and Risk Assessment.**

Council to adopt Financial Management and Risk Assessment.

1. **Health and Safety Risk Assessment.**

Council to adopt Health and Safety Risk Assessment including Risk Assessment on face-to-face meetings.

1. **Warden’s Update.**
2. **Footpaths, Highways and Bridleways.**

18.1 Parking and traffic control - if update.

18.2 Contact with Buckinghamshire Council over Stocks Road water runoff.

18.3 General review of flood risks in Parish.

1. **Allotments – if update.**
2. **Aldbury and Tring Station Play Areas.**
3. **Clerk’s Report and Correspondence.**
   1. Internal audit to take place on 18th May 2021.

21.2 Pen Underwriting Ltd Insurance renewal - £531.50.

**22. Financial Matters:**

22.1 Monthly budget report and bank reconciliation were circulated prior to the meeting.

22.2 The accounts have been circulated prior to the meeting. A resolution is required to approve the payments.

22.3 Publication of Public Rights Notice - letter regarding 2019 /2020 Notice.

22.4 To approve the final accounts for Year End 31st March 2021.

22.5 To consider extra signatory for Unity Bank mandate.

**23. Planning Matters.**

* 1. Planning Applications:
* Reference: 21/01569/TCA Works to Trees 4 Stocks Road Aldbury Tring Hertfordshire HP23 5RU
  1. Planning Decisions:
* 21/01158/AGD General purpose agricultural grain store. Land East Of Beggars Lane Beggars Lane Aldbury Hertfordshire PRIOR APPROVAL GRANTED
* 20/03518/LBC Installation of new roof windows in the extension and

old barn. The Dairy Stocks Road Aldbury Tring Hertfordshire HP23 5RU GRANTED

* 21/00552/DRC Details as Required by Condition 2 (Level 2 Historic Building Regulations) Attached to Planning Permission 19/02942/LBC (Garage Extension and alterations) Town Farm Stocks Road Aldbury Tring Hertfordshire HP23 5RU GRANTED
* 21/00547/FHA Single storey extension to form bedroom, gym, office covered parking area. Replacement of existing windows to main building Buckeye Barn Station Road Tring Station Tring Hertfordshire HP23 5QU GRANTED
* 21/00517/FHA Two storey side and front extensions Greenbanks Toms Hill Road Aldbury Tring Hertfordshire HP23 5SA REFUSED

**25. Aldbury Pond.**

**26. IT Support.**

To review future arrangements for IT support.

**27. Parish Plan 2021.**

To approve setting up working group including Cllrs and volunteers.

**28. Salomon Running Event.**

Cllr O’Neill to report back.

**29. Great British Spring Clean 2021.**

Cllr Carmody to report back.

**30. Meeting Close.**

**Next Parish Council Meeting: Monday 7th June 2021.**

**Aldbury Parish Council website –** [**www.aldburyparish.org.uk**](http://www.aldburyparish.org.uk)