**ALDBURY PARISH COUNCIL**

**ALDBURY PARISH COUNCIL MEETING**

Held on

**Monday December 4th 2017 at 8.0pm**

**In Aldbury Memorial Hall**

**Minutes**

**Present:** Cllrs Moore, Page, McCarthy (in the Chair), Eggar, Pearce and Juniper, the Clerk, Borough Cllr Mills and 5 members of the public

1. **Apologies for absence** – were received from Cllrs Tollinton and Brady and were accepted by the Council
2. **Declarations of Interest -** None
3. **Minutes of meeting on 6th November 2017 to be signed as a true record**

Cllr Page requested an insertion to item 17/235, he wanted it noted that he had spoken to 30 allotment holders regarding the proposed stile into the children’s playground and that 26 had been against the stile, 2 in favour and 2 indifferent.

Cllr Pearce proposed that the Minutes were accepted as a true record; this was seconded by Cllr Juniper. The Minutes were duly signed by the Chairman.

1. **Review Actions List**

Actions were reviewed and the list updated.

1. **Budget**

Cllr Pearce reported that following the previous meeting, he had met with the Clerk to discuss the budget. The Clerk had removed all costs associated with the garage and mower from the grass cutting line. A ‘sinking fund’ line had been added as per previous discussions. This would provide a fund for assets that would need replacement in the future and for future large works to the Pond. Cllr Pearce said that if you take the Children’s playground as an example, it has a lifespan of about 15 years and about £15k would be needed to replace the playground, so an amount of £1k per year would be added to the sinking fund for the playground and another £1k for the Pond. £500 per year had been suggested for street lights as APC owns 19 and these would at some point need replacing.

Cllr Eggar commented that he thought the sinking fund was a good idea and stressed the importance of ensuring the money is spent and not held onto by the Council. He also said he thought that the Council shouldn’t restrict the sinking fund to the three categories mentioned and that the Council should have the ability to borrow between the funds. Cllr Page queried why precept was being raised to put money aside to replace street lights when there was already a line in the budget for street light maintenance. Cllr Pearce explained ongoing maintenance and future replacement were separate issues. Cllr McCarthy suggested the budget line be called – ‘Sinking Fund – Provision for replacement of Capital Assets’. Cllr Juniper noted that part of the reason for establishing a sinking fund and earmarking reserves was to explain why the General Reserves are quite high. He also noted that if in the future the Council feel the sinking fund is getting high, they can stop paying into it. He said that although this money is intended for the items mentioned, it could if needed be used for other things providing they were capital assets.

Cllrs then discussed the costs for the pond. Cllr Juniper asked whether there should be a figure under the Special Projects line for the pond. Cllr Pearce agreed that this would be a good idea and that this would be funded out of General reserves. It was agreed to put in a figure of £10k under this line (Pond Refurbishment) and remove the £6k from Pond Maintenance.

A resolution was taken to add in £2.5k for ‘Provision for replacement of Capital Assets’ and to add £10k for Pond Refurbishment. This was proposed by Cllr Page and seconded by Cllr Moore.

1. **Aldbury Pond**

Cllrs Moore and Brady had met with the Environment Agency who thinks that the APC approach in talking to various bodies is correct. CMS can provide other services such as design and supplier selection and the PWG meeting had agreed to follow this up and come back to the Council with a costed proposal of what CMS can provide.

Cllr Juniper reported that the PWG had looked into obtaining charitable status for the pond, but there was little benefit as the PC can claim the VAT back.

Cllr Moore had applied for 2 grants, one from the Luton Airport fund and a Community Grant from Dacorum. Cllr Moore expected to know the outcome of both applications before Christmas. Cllr Brady had made a pre-application to the Heritage Lottery Fund and they had come back with some helpful feedback on the pre-application.

As discussed at the last meeting, the Clerk had gone back to Clearwater with some further questions about their quote. The silt and vegetation would be put at one end of the pond behind a bund and would be removed by a grab lorry once dry. They had agreed that should they be awarded the contract, they would produce a written method statement. Cllr Juniper said that an initial view was that work on stage 2 would commence next August at the earliest.

Cllr Pearce reported that he had met with DBC along with Cllrs McCarthy and Juniper to ask whether they would consider underwriting any shortfall in funds for work to the Pond. Cllr Pearce said that DBC had verbally confirmed that they would underwrite a figure over £26k and would confirm this.

Cllr Page said that the current plan for stage one is for the silt and vegetation to be removed. He said that roots will have sunk into the liner and that the vegetation would just grow back. He suggested that the contractor be asked to roll up the liner so that any roots and seeds be contained and therefore disposed of. His concern was that by the time the Council were ready to start stage 2; the vegetation would have started to come back. Cllr Juniper said that it had been five years before the vegetation came back after the previous clearance although Cllr Page said it was less than 5 years. After discussing the issue, it was agreed that the Council had agreed their approach at a previous meeting and that this was confusing the issue. The Council would, as previously agreed, start with stage one which involved silt and vegetation removal.

Cllr McCarthy suggested that the PWG make a presentation at the Annual Parish Assembly in April. Cllr Juniper said that as part of the application for the Heritage Lottery Grant, the PWG may have needed to conduct public consultation on the Pond before the Annual Assembly.

1. **Applications to Land Registry**

In progress.

1. **Repair of Stocks**

Cllr Juniper reported that a site meeting had taken place between the DBC Conservation Officer, contractor and carpenter. The Stocks would shortly be removed to the carpenter’s workshop for the repair to begin. Cllr Juniper would arrange for a notice to be put in the shop and on the notice board to inform residents.

1. **Playground**

Cllr Eggar suggested that proposals for a stile into the Children’s playground be postponed until the spring.

1. **Recreation Ground**

Cllr Brady had circulated a note to Cllrs that he had contacted the PCSO who had agreed that checks would be made on the Recreation Ground. Since this, there have been no reports of further issues. Cllr Brady had put an article in the December Outlook advising parishioners who to contact should they have any concerns.

1. **Footpaths**

Nothing to report

1. **Pedestrian Safety**

Cllr Page had obtained a quote to install a Slow Down sign in Stoneycroft as requested by residents. Cllr Pearce proposed that the quote for a sign to be added to the existing pole be accepted; this was seconded by Cllr Eggar.

Cllr Tollinton had circulated a note to Cllrs saying that she had nothing further to report regarding the traffic survey.

1. **Planning Matters**

**1. To discuss the following applications and any others received by December 4th:**

**4/02792/17/ROC - 3 Stoneycroft, Aldbury**

Variation of condition 2 attached to planning permission 4/03294/15/FHA

NO OBJECTION

**4/02893/17/FUL – Setherwood Yard, Stocks Road, Aldbury**

Demolition of existing fire damaged forge building and construction of replacement forge

NO OBJECTION

**4/00882/17/LBC & 4/00881/17/FHA – 17 Stocks Road**

Replacement of existing 2-storey & single storey rear extension, internal & external alterations, insertion of roof light

NO COMMENT

**2.Planning Decisions made by Dacorum BC:**

**4/02168/17/FUL – Aldbury Junior School, Stocks Road, Aldbury**

Change of use of school amenity land for the provision of a new temporary demountable classroom structure within the curtilage of a Grade 2 Listed Building (amended scheme)

GRANT

**4/02535/17/TCA – 23 Trooper Road**

Works to Trees

RAISE NO OBJECTION

**4/02421/17/LBC – 42-44 Trooper Road**

Installation of new window to ground floor rear elevation. Creation of steps down to and vertical enlargement of existing doorway to side elevation

GRANT

**3 Cllrs to review geographical areas**

It was agreed that Cllr Moore would take responsibility for Stoneycroft and Malting Lane. The Clerk would update

1. **Finance**

**Payments Made**

|  |  |  |
| --- | --- | --- |
| EON | £53.06 | Street Lights |
| L Bancroft | £390.60 | Clerk Salary |
| M Walters | £363.00 | Parish Mowing – October |
| R McCarthy | £23.40 | Expenses – attendance at HAPTC executive committee |

**Receipts**

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| --- | --- | --- |
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**Bank Balances at 26th November 2017**

**Unity Trust a/c 20382083** £21,456.26

**NS a/c** £33,809.51

**A Resolution was proposed by Cllr Juniper to make the following payments; this was seconded by Cllr Eggar.**

|  |  |  |
| --- | --- | --- |
| M Walters | £220.00 | November mowing |
| Cllr Page | £33.80 | Petrol for Allotment Mower |
| HMRC | £185.92 | Tax on previous Clerk’s salary (to be reimbursed by previous Clerk) |
| HAPTC | £40.00 | Clerk’s attendance on HAPTC grants and External Auditor Workshop |
| HAPTC | £80.00 | Cllr Brady & Moore attending HAPTC Basic Cllr Training. |

**Funds available going forward: £55,265.77**

* **National Savings Account** – The Council agreed to sign papers to update account address and account signatories. Cllrs McCarthy, Pearce, Moore and Juniper would be added as signatories to the account and the address would be updated to the Clerk’s address. The papers were duly signed.
* **Payroll Provider –** The Clerk had circulated an email proposing that the Council start to use a payroll provider as HMRC were tightening up on smaller employers. Cllr McCarthy noted that he agreed with the proposal and that it would take the hassle away from the Clerk and cost less than the Clerk’s time. Cllr Eggar proposed a resolution that APC start using Palmers Business Solutions to provide payroll services; this was seconded by Cllr Moore.
* **SLCC Membership** *–* The Council agreed to renew Clerk’s SLCC membership and took a resolution to pay £100 (to be split with TRPC). This was proposed by Cllr Pearce and seconded by Cllr Juniper
1. **Data Protection**

The Clerk confirmed that the Council’s Date Protection Registration had been renewed.

Cllr Pearce would be attending GDPR training on December 13th.

1. **Update on Issues & Options Paper in respect of DBC Local Plan**

Cllr McCarthy had circulated papers on the Council’s suggested response to the DBC Local Plan and the VALP (Vale of Aylesbury Local Plan). Cllrs had submitted comments to Cllr McCarthy. Cllr Tollinton had suggested a preference for Option 2b (in the Dacorum Local Plan), loading the development on Hemel Hampstead which Cllr Pearce agreed with. Cllr Moore reported that the recent Highways meeting he had attended focused on development in Hemel, with little development in Tring or Berkhamsted. He said that the proposal was for a transport Hub in Hemel. Cllr Eggar noted that the approach from DBC was more about ‘where shall we put these houses?’ rather than ‘where are these houses needed?’. Cllr Juniper commented on the seeming lack of infrastructure and schooling to support the housing development. Cllr Pearce said that at the DBC conference, concerns about lack of supporting infrastructure had been raised and James Doe from DBC had said that infrastructure was a big issue and was being heavily considered. Cllr McCarthy said that this was only the Issues & Options Paper and the next stage would include information on infrastructure. Cllr Pearce proposed that Cllr McCarthy’s paper be accepted with the change to option 2b; this was seconded by Cllr Moore. It was agreed that the Clerk would submit the response to the consultation and would put a copy of the response on the APC website.

Cllr McCarthy said that the VALP does have an impact for Aldbury Parish and especially the hamlet of Tring Station. The Council agreed that the Clerk should submit the response to the VALP consultation and put a copy on the APC website.

1. **Street Light Pole Bracket – Toms Hill Road**

Ongoing

1. **DBC Town & Parish Council Conference**

Cllr Pearce reported that he had attended the conference along with Cllr McCarthy and that it had been very useful including presentations on Finance and Planning. The conference is designed to tell parishes what DBC are doing and provide an opportunity for questions. Cllr Pearce commented that it had been well organised and he thought their approach was good.

1. **Christmas Tree**

Cllr Moore reported that the Christmas tree had been erected and decorated and thanked Cllrs Juniper and Pearce and Luke Mabbett for all their help. GE Rogers, who supplied the tree had kindly put it up. Some tyre tracks on the green would soon disappear. Cllr Pearce thanked Church farm who had kindly agreed to pay for the tree again this year.

1. **Correspondence**

Notification of External Auditor Appointments for 2017/18 Financial Year had been circulated to Cllrs.

The Clerk had received a request from DBC regarding the Eurasian Film Festival and a call for Halls. She had circulated this to the Parish Halls.

1. **Meeting open to the Public**

None

1. **Any Other Business and to consider items for agenda of next meeting**
* Cllr Juniper gave his apologies for the January meeting.
* Cllr McCarthy said that the Transport Plan had no mention of Tring Station. He thought APC should provide a response and suggested this be added to the next agenda.
* Cllr Eggar gave his apologies for the January & February meetings.
* Cllr Page had been asked by a resident to raise the matter of the Millennium Orchard. The resident had undertaken a lot of pruning work voluntarily and asked to continue this and carry out some staking.
* Cllr Page informed the Council that he would be resigning from his post as a Councillor with immediate effect.

As there was no further business, the meeting closed at 9.40pm

**Next Council meeting –Monday 15th January 2017**

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