**ALDBURY PARISH COUNCIL**

**PARISH COUNCIL MEETING**

Held on

**Monday October 1st 2018 at 8.0pm**

**in Aldbury Memorial Hall**

**Present:** Cllrs Brady (in the Chair), Eggar, Juniper, McCarthy, Moore, O’Neill, Pearce (vice-chair) and Tollinton, the Clerk and 14 members of the public.

**MINUTES**

1. **Apologies for absence**

Borough Cllr Mills had sent his apologies.

1. **Declarations of Interest**

In relation to item 18/186 a), Cllr McCarthy declared an interest as Chairman of HAPTC

1. **Minutes of meeting on 3rd September 2018 to be signed as a true record**

Cllr Pearce proposed that the Minutes of the meeting of 3rd September be accepted as a true record; this was seconded by Cllr McCarthy. The Minutes were duly signed by the Chairman.

1. **Review Actions List**

Cllrs reviewed actions from previous meetings and updated the actions log.

1. **Aldbury Pond**

Cllr Moore reported that information posters had been erected at the pond and an article appeared in the October Outlook.

Cllr Moore had been in touch with 3 companies regarding conducting a drainage survey of the village. Of these one company looks like it could provide what is required and they have asked for more information which Cllr Moore has provided. Cllr Moore had hoped to provide indicative costs to the Council at this meeting but hadn’t been able to due to the contact at the company being away. He said that he thought the survey needed to be done soon before phase two work commenced and asked whether the Council would agree to authorise an up to amount so he could proceed with the survey. Cllr Brady asked what the benefit of the drainage survey would be and whether the view of CMS should be sought. Cllr Moore said the idea to do the drainage survey had come from the Council’s response to the flood consultation in July. He said his concern was that if the Council doesn’t understand the drainage of the village there may be unresolved problems that could repeat themselves after all the work on phase two. Cllr Eggar asked whether there is anyone taking a big picture view and said he was confused as to what the survey would give and worried that the Council may be doing things in bits and pieces. Cllr Moore said the drainage company had been given lots of information and that CMS couldn’t provide a drainage survey. He said he was therefore open sourcing experts to provide a solution to fit with the end objective of the Pond Working Group. Cllr Moore said the survey would show the capacity of the pond for water flow. Cllr Brady commented that not all water draining through the village flows through the pond. Cllr Juniper commented that he had been trying to find out information about the village drainage from Herts CC and he thought that they should be providing that information. He said that he had written to Herts CC but not received a complete response and thought that a face to face meeting was required. Cllr Brady suggested that County Cllr Hollinghurst might be able to facilitate. Cllr Juniper said that there are other factors to consider as well as the pond capacity. For example, the silt traps outside the Greyhound, if these aren’t cleared regularly the capacity of the pond doesn’t matter. He said the village is currently on an 18-month cycle of clearance but commented it would be good to get this increased. It was agreed that Cllr Moore would get more information about the drainage survey and associated costs and bring these to the November meeting for further discussion. **(Action)**

Cllr Moore reported that a cross boundary meeting with Pitstone PC and representatives from Bucks CC was due to take place on October 24th and that he was hoping that County Cllr Hollinghurst would be attending. He said that the Sunnyside Rural Trust had completed the work at Goldings Spring and that the work at Stocks Road was more difficult than anticipated as the ground is very hard. The work on the village green will take place during October.

1. **Footpaths**

Cllr Tollinton reported that Clayton Rae, Countryside Access Officer at DBC, had visited Aldbury and looked at the Percy Crow path. He had agreed that the path was too narrow and had been in touch with the landowner who doesn’t want to repair the fence and may just remove it which would alleviate the issue of the narrowness of the path. If the fence was removed there would need to be a new gate arrangement at the tennis court end of the path.

Clayton Rae had also visited the allotments and will arrange for footpath signs to be moved to the correct places and new posts to be put up to show clearly where the footpaths are. The footpath that goes along the north boundary of the allotments and then exits them has been tidied up and the fence put back, some signage is needed to improve awareness of the path of the footpath.

Clayton Rae had also visited the path at Stoneycroft that had recently been resurfaced and said he thought that with some wet weather it would settle and the surface become more acceptable.

Cllr Tollinton had also mentioned the footpath gate on Station Road and Clayton Rae had agreed to speak to the landowner who said he would fix the gate.

Cllr Tollinton reported that Bridleway 49 shouldn’t have been blocked and Herts CC are trying to sort out the issue. Bridleway 33 is also blocked and Cllr Tollinton would follow up with the National Trust. **(Action)**

1. **Playground**

Cllr Tollinton reported that several issues at the playground had been raised in the ROSPA report. Along with Cllrs Brady, O’Neill and the Clerk she had met with two suppliers at the playground. The safety surface beneath the Logworld climbing equipment is in a bad condition and in need of replacement. It is a very large area and so to replace the surface would be very costly. The Logworld equipment is approaching the end of its life and Cllr Tollinton asked whether it made sense to spend a lot on a new surface or whether a better idea might be to look for funding to replace the equipment and the surface. The contractors had suggested that a new piece of equipment could have rubber matting through which grass grows as a safety surface which Cllr Tollinton commented would look nicer. The safety surface under the swings and seesaw also needs replacing and it would make sense to put a funding bid in for this at the same time. Cllr Tollinton asked the Council for agreement to get three quotes for the work and pursue funding applications. Cllr Pearce proposed the Council agreed; this was seconded by Cllr Juniper.

1. **Planning Matters**

**1.The following applications were discussed**

**4/02298/18/TCA – Old Rectory, Toms Hill Road**

Work to Trees

NO OBJECTION

**4/02428/18/TCA – 4 Toms Hill Road**

Removal of Trees

NO OBJECTION

**2. The following planning decisions made by Dacorum BC were noted:**

**4/01927/18/FHA – 24, Malting Lane**

Demolition of existing small porch & replacement with a larger porch

GRANT

**4/01945/18/ROC – Newground Farm**

Variation of condition 2 (approved plans attached to planning permission 4/02062/17/MFA)

WITHDRAWN

**4/01897/18/ROC – Aldbury End, Newground Road**

Variation of condition 9 (approved plans attached to planning permission 4/00310/18/FHA)

GRANT

1. **Finance**

The monthly Budget and Cashflow statements for September had been circulated and were noted by Cllrs.

Cllr Pearce reported that some changes to the formatting of the reports had been made by the Clerk and himself.

1. Resolution required to make the following payments:

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| M Walters | £370.00 | Parish Mowing September |
| HAPTC | £20.00 | Clerk’s attendance HAPTC elections training |
| K Simkin | £345.66 | Warden hours & expenses April-July |
| L Bancroft | £97.70 | Clerk’s expenses May-September |
| HAPTC | £100.00 | Cllr Tollinton & Clerk’s attendance on HAPTC Allotments Management Course |
| PKF Littlejohn LLP | £240.00 | External Audit Fee |
| Bidwells | £800.00 | Rent for Recreation Ground 29.9.18-28.9.19 |
| Bidwells | £375.00 | Rent for Allotment land 26.03.18-29.09.18 |

1. The Clerk had circulated updated Unity Trust bank charges and these were noted by the Council
2. The Council noted that the Clerk had received the completion of audit certificate and that the Conclusion of Audit notice had been displayed as required.

d) Cllr Pearce said that the Council needed to start considering the budget for 2019-20 for submission to DBC in January 2019. The Clerk would pull together the likely end of year spend for 2018-19 and a draft budget for 2019-20 for the November meeting.

1. **GDPR**

To be carried forward to November.

1. **Defibrillator**

The Clerk reported that she had the form to send off to BT to transfer ownership of the kiosk to APC. She said that the defibrillator group would continue to do the maintenance checks and that the cost of electricity was approximately £30 a year which would be met by fundraising. Cllr Brady asked that a record of maintenance checks be kept.

Cllr McCarthy reported that TSRA had contacted the Area Station Manager about getting a defibrillator installed at Tring Station. The Manager had thought that this was a good idea and that she would be supportive. It would be a railway asset and not the responsibility of APC.

1. **Statutory Consultation T-zone CPZ, Tring Station**

Cllr McCarthy reported that Cllrs had seen copies of the statutory consultation for a controlled parking zone (CPZ) at Tring Station. He said that there had been an error on the map with the end time being recorded as 5.0p.m when it should be 6.0p.m and that this had subsequently been altered. The 10th October is the final response date for the consultation. The CPZ would encompass Clarke’s Spring and an existing CPZ outside Railway Cottages Monday-Sunday 8.0a.m – 6.0p.m. residents would need a permit and visitors permits. Notes have gone on lampposts. Cllr McCarthy said he thought it was likely to be approved and proposed that the Council support the proposals; this was seconded by Cllr Juniper.

1. **Warden’s Report & Matters arising**

The Warden’s report had been circulated to the Council and was noted by Cllrs.

Cllr McCarthy said that the report highlighted a chain link boundary fence at the children’s play area that isn’t in a good condition. Cllr McCarthy said that a very good wooden boundary fence had been erected by the developers on the other side making the chain link fence unnecessary. Cllr McCarthy said it would be a messy job as bushes were tangled up in the fence and suggested that perhaps the Sunnyside Rural Trust could help to remove the fence and undergrowth and dispose of the debris, up to the end of the piece of land owned by the Parish Council. Cllr Moore agreed to ask SRT to quote for the work **(Action)**

1. **Correspondence**

* The Clerk reported that 5 emails had been received in relation to the allotments. Cllr Brady said these would be reviewed and following the training attended by Cllr Tollinton and the Clerk there would be an agenda item on the allotments at the November meeting.
* The Clerk had received an email from Ringway that a resident of Stoneycroft had asked for a shield to be fitted to a streetlight at the rear of their garden. This would be at a cost of £50.00 to the Parish Council. Cllr Pearce proposed the Council agree to this; this was seconded by Cllr Tollinton.
* Cllr Moore reported that he had responded to the Herts & Middlesex Wildlife Trust regarding concerns about work to the pond. Cllr Moore had received a response stating that the Trust agreed that a good job had been done on the pond.
* The Clerk had received an email regarding the development at Westlands and had advised the correspondent to contact planning enforcement at DBC.
* An email had been received from a parishioner with concerns about possible developments at 12-14 Malting Lane and had been advised to contact Planning enforcement.
* Cllr McCarthy had received an email from the Area Station Manager of Tring Station saying that work on the installation of 3 lifts and a new footbridge would be awarded next month with work due to start in February 2019.the bridge and lifts were due to be in operation during 2019 although Cllr McCarthy commented that this was an optimistic timescale.

1. **Meeting open to the Public**

* A member of the public said that members of the Aldbury Garden and allotment association had set up a ‘committee’ to look at re-drafting the allotment tenancy agreement and had asked Cllr Pearce to join the group. Cllr Tollinton said it was important to ensure that any allotment committee be properly constituted.
* A member of the public said that the Percy Crow path isn’t registered as a footpath with the Land Registry although it is on the map of designated footpaths. Cllr Tollinton agreed to follow this up. **(Action)**
* A member of the public raised concerns about possible developments at 12-14 Malting Lane and asked for support from the Council. She said that the building had been an old coffin house and contained a lot of history. She said she had been in contact with DBC and that someone from enforcement was coming to visit the site. She was concerned that building work was already underway without planning permission being given. It was agreed that the Council would contact enforcement to say that they had heard concerns from residents and would want these to be followed up by the enforcement team. **(Action)**
* A member of the public asked whether the Minutes of the September meeting approved by the Council at the start of the meeting were the same version as on the APC website. Cllr Brady confirmed that they were.

1. **Any Other Business and to consider items for agenda of next meeting**

* Cllr McCarthy reported that a pane of glass had been broken on the Tring Station notice board the previous week. The board had apparently been put up 41 years ago. Cllr McCarthy suggested asking the Warden to look at the board as some of the wood is rotting. He said he thought a new one might be required and suggested it have Aldbury Parish Council on the board. Cllr McCarthy said some residents had thought the glass was broken due to vandalism but said it could have just fallen out due to age. **(Action)**
* Cllr Eggar said he was concerned about not having enough time to devote to the Council currently and said that given the issues raised in relation to the allotments, if there was anyone in the Parish who had gripes with the way the Council was doing things, he would be happy to step aside so they could stand for the Council. Cllr Brady asked whether anyone had asked about vacancies on the Council and the Clerk confirmed no one had. Cllr Brady said the Council should perhaps consider a marketing campaign for candidates to stand for the 2019 elections.

As there was no further business the meeting closed at 9. 25p.m

**Next Parish Council meeting – Monday 5th November 2018**

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