

ALDBURY PARISH COUNCIL

PARISH COUNCIL MEETING
Held remotely via Zoom on
Monday 7th September 2020 at 10 am
MINUTES

In attendance: Chairman Cllr McCarthy, Vice Chairman Cllr Pearce, Cllr Juniper, Cllr Stretton, Cllr O'Neill and Cllr Tollinton

Gosia Turczyn – Aldbury Parish Clerk and the Village Warden

No members of the public.

20/101 Chairman's Welcome.

The Chairman welcomed everyone and opened the meeting.

20/102 Apologies for absence.

Cllr Webb sent his apologies (work).

20/103 Declarations of Interests and Dispensations.

The Chairman declared an interest in HAPTC as The Chairman of HAPTC. Cllr Juniper and Cllr O'Neill declared an interest in 20/02411/FHA Single storey rear extension 15 Trooper Road Aldbury Tring Hertfordshire HP23 5RW planning application.

20/104 Public Question Time.

A resident raised a question via email about the road closure in Aldbury. Cllr Juniper reported that traffic calming road works had started in Aldbury and explained the different measures to be put in place by HCC Highways. Cllr Juniper reported that additional work to the tarmac and kerb outside of the village shop and Memorial Hall would be carried out at the same time. He said that the Station Road sign outside of the school needs relocating. The Clerk will forward any future feedback about the location of the sign to Cllr Juniper.

20/105 Hertfordshire Police.

Herts Police PCSO Martin Leadbitter sent an update about crimes that were committed in Aldbury during August 2020. The Clerk read out the report:

1. Only one crime in the village during the month of August, on 22nd Aug at around 17.10 hrs two males have approached a black Ford Fiesta parked on New Ground Road and thrown a brick through the rear window before making off, this crime is still under investigation. Outside the village between 13th and 18th Aug a Pinnacle Neon Hybrid bicycle was stolen from Tring Station, the investigation is complete and remains undetected.

20/106 Minutes of meeting held on 3rd August 2020.

The minutes of the meeting held on 3rd August 2020 were PROPOSED BY Cllr Juniper and SECONDED BY Cllr Pearce as being correct and were to be signed by the Chairman.

20/107 Vacancy for Parish Councillor.

The Clerk reported that there are three candidates so far.

Signed



Date

5.10.2020

20/108 Warden's Update.

- 1) The Warden reported that trees to the rear of the tennis court are in a very poor condition. The Council discussed what tree work needs prioritising based on the tree report.
- 2) The Warden reported a faulty latch on the gate at the entrance to the allotments. Cllr O'Neill will investigate what work is required and will report back at the next meeting.
- 3) The Warden reported overgrown vegetation to the path on Trooper Road. Cllr Tollinton will contact the resident and report back at the next meeting.
- 4) The Council agreed that there is no need to refill two salt bins.

20/109 Aldbury Sports Club/Recreation Ground.

Cllr O'Neill reported that the basketball area had been cleared.

The Vice Chairman thanked Cllr O'Neill's husband for carrying out this work

20/110 Footpaths and Highways inc Bridleways.

Cllr Tollinton had spoken with County Cllr Nick Hollinghurst who explained the criteria for implementing measures for parking controls and a speed limit in Aldbury.

Cllr Tollinton will ask County Cllr Nick Hollinghurst about the process for making a formal application for requesting a 40mph speed limit between Aldbury Village and Tring Station along Station Road.

20/111 Allotments.

Cllr Stretton reported that she had had an informal conversation with a few allotment holders who expressed their interest in taking an active role in managing the allotments. The Council agreed that informal consultations with allotment holders should continue and Cllr Stretton will draft a formal consultation procedure. Work in progress.

20/112 Trees Survey and Risk Assessment.

The Council discussed which work to trees require prioritising and who could carry out the work. The Council agreed to put together 2 packages based on priority and in accordance with the tree survey recommendations.

- A) Package 1: Plum trees to the rear of the tennis court.
Cllr Juniper and Cllr Tollinton to visit the area and produce job specification with an authorized expenditure up to £500, PROPOSED BY Cllr Pearce and SECONDED BY Cllr Tollinton and carried unanimously.
- B) Package 2: Scrub clearance around the plum trees and the tennis court area.
It was PROPOSED BY Cllr Juniper and SECONDED BY Cllr Tollinton to investigate who will carry out this work with an authorized expenditure up to £200.

Cllr Stretton will contact Sunnyside Rural Trust and discuss scrub clearance at the Tring Station play area and will report back at the next meeting.

A tree working party formed by Cllr Pearce, Cllr Tollinton and Cllr Juniper will produce a schedule of work to trees that require attention in the next 12 months and report back at the next meeting.

It was PROPOSED BY Cllr Juniper and SECONDED BY Cllr Pearce for the tree working party and Cllr O'Neill to investigate the ownership of trees at the Recreation Ground.

Signed



Date

5.10.2020

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20/113 Asset Register.

No update.

20/114 Planning Matters:

Application(s):

- 1) 20/02371/TCA Works to tree, Summer House 13 Malting Lane Aldbury Tring Hertfordshire HP23 5RH. No objection.
- 2) 20/02370/TCA Works to trees, 1 Malting Lane Aldbury Tring Hertfordshire HP23 5RH. No objection.
- 3) 20/02446/FHA Demolition of existing conservatory and construction of 2 storey rear extension The Burrow 9 New Ground Road Aldbury Tring Hertfordshire HP23 5RJ. No objection.
- 4) 20/02411/FHA Single storey rear extension 15 Trooper Road Aldbury Tring Hertfordshire HP23 5RW. No objection.

Decision(s):

- 1) 20/02101/TCA The Spinney Toms Hill Road Aldbury Tring Hertfordshire HP23 5SA. Raise No Objection.
- 2) 20/01932/TCA Works to trees 3 Stocks Road Aldbury Tring Hertfordshire HP23 5RT. Raise No Objection.

20/115 Clerk's Report and Correspondence.

1. The Clerk reported that there will be additional "on demand sessions" of Planning Webinars provided by HAPTC.
2. The Clerk will inform allotment holder of the plot no. 39 that the council is satisfied with the look of the allotment.

20/116 Aldbury and Tring Station Play Areas.

No update.

20/117 Grant Application.

The Chairman suggested putting a Grant Application note in the Outlook with the closing date of 31st October 2020. The Clerk will contact previous recipients and remind them of this year's application process.

20/118 Aldbury Parish Council Policies.

Following a discussion on which policies should be on Aldbury Parish Council register, it was PROPOSED BY Cllr Stretton and SECONDED BY Cllr O'Neill to adopt the following policies:

1. Grant and Donation Policy.
2. Freedom of Information Act Policy.
3. Councillors Job Description Policy.
4. The Clerk Job Description Policy.
5. The Warden Job Description Policy.

Signed



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5.10.2020

6. Disciplinary and Grievance Policy.
7. Social Media Policy.
8. Employment Policy.
9. Website Accessibility Compliance Policy.

20/119 Aldbury Parish Council Risk Assessments.

Cllr Stretton will draft risk assessments of the subjects that need to be adopted by the Council.

20/120 Tom's Hill Ash Tree Removal.

Cllr Juniper reported that he had had correspondence from the area ranger at Ashridge Estate about the proposal to remove ash trees on Tom's Hill. The dates when the work is due to commence had not yet been confirmed. Cllr Juniper will submit an article to the Outlook about the proposed tree work.

20/121 Parking control in Aldbury Village.

Following a discussion on what measures are available to control the parking around the pond and outside the Greyhound pub, the Council agreed to ask the residents for their views on parking control around the pond by putting a note in the Outlook. The Council agreed to put a notice on the vehicles that are parked inconsiderately.

20/122 Website Accessibility Compliance.

The Council discussed whether to appoint an agency to get the current Aldbury Parish Council website compliant with the accessibility guidelines or whether to use the current website administrator, based on two quotes obtained. A third quote is yet to be provided. The Vice Chairman suggested getting advice from Gallery Partnership and putting an accessibility statement on the website advising that it is work in progress. It was PROPOSED BY The Chairman and SECONDED BY Cllr Tollinton for the working group, formed by Cllr Stretton, Cllr Pearce and the clerk, to have a delegated authority with authorised expenditure of up to £2000 in order to choose a contractor.

20/123 Financial Matters.

- 1) A resolution was passed to authorise the following payments PROPOSED BY Cllr O'Neill and SECONDED BY Cllr Juniper and carried unanimously:

BACS presented for payment at the meeting on 7th September 2020:

| PAYEE | DESCRIPTION | TOTAL |
|-------------|--|------------------|
| | | £1,381.45 |
| HCC Pension | M Turczyn Pension August | £182.45 |
| M Walters | Grass Cutting | £438.00 |
| HAPTC | E Learning courses x 2 for Cllr Stretton | £60.00 |
| M Walters | Grass Cutting | £701.00 |

Signed

R. M. O'Neill

Date

5.10.2020

The meeting closed at 12:19

Signed Rami Gentry Date 5.10.2020