

ALDBURY PARISH COUNCIL

**PARISH COUNCIL MEETING
Held in Aldbury Memorial Hall
Monday 2nd October 2023 at 8pm**

MINUTES

In attendance: Cllr de la Bedoyere (Vice Chair), Cllr Houghton, Cllr McCarthy, Cllr Paterson (arrived during Minute 23/87 Allotments), Cllr Warren, Cllr White.

Gosia Turczyn – Aldbury Parish Clerk

23/81

Apologies

To receive and accept apologies for absence.

The Council received and accepted apologies sent by County Cllr Symington, Cllr Stretton and Cllr Webb.

23/82

Interests

- a) To receive declarations of interest from Councillors on items on the agenda.
 - b) To receive written requests for dispensations for declarable interests.
 - c) To grant any requests for dispensation as appropriate.
- None.

23/83

Public Matters

To receive questions from members of the public and press on items included on this agenda (max 15 min).

None.

23/84

Minutes

To confirm the Minutes of Aldbury Parish Council Meeting held on 4th September 2023 as an accurate record of proceedings.

Minutes of the Aldbury Parish Council meeting held on 4th September 2023 were PROPOSED BY Cllr McCarthy and SECONDED BY Cllr Warren as being correct and were duly signed by the Vice Chair.

23/85

Reports to the Council.

- a) Warden's report – appendix 1
The report was noted and no comments had been made.
- b) Clerk's report; items for information only – appendix 2
The report was noted. Cllr Paterson wanted to thank County Cllr Symington and Ringway for the recent clearing of the ditch in Stoneycroft.
- c) Hertfordshire police – report from PCSO.

No report was received.

23/86 Planning Matters – to consider comments on the following:

a) Application(s) received:

- 23/02116/RET Retention off replacement of 3no windows and 1no French door with sidelights The Greyhound Stocks Road Aldbury Tring Hertfordshire HP23 5RT The Council raised no objections.

b) To consider and approve any Parish Council responses to any planning applications received during the period after which the agenda was published. Those applications will be added in the Clerk's report and can be found on www.aldburyparish.org.uk in the Meetings tab.

Application received on the 29th of September:

- 23/02301/FHA Construction of garden room (office and ride-on lawnmower store) and minor alterations to landscaping Buckeye Barn Station Road Tring Station Tring Hertfordshire HP23 5QU The Council raised no objections.

c) Decision(s) issued by Dacorum Borough Council:

- 23/01287/FHA 4 Toms Hill Close, Aldbury, Tring, Hertfordshire, HP23 5SL, Raising and alteration of roof to incorporate addition of a full first storey and storage area in roof space; demolition of rear conservatory, rebuild of rear wall and extension to rear; rear patio extension; front porch with new entrance; and expanding the driveway area to create new parking spaces and designated bin store. Granted

23/87

Allotments

1. To receive a verbal update from the Clerk about the renewal of the allotment tenancies.
Renewal documents had been sent out and rent is being received.
2. To receive a verbal update from Cllr Stretton and Cllr Paterson following a drop-in session.
Cllr Paterson and Cllr Stretton attended the drop-in session for allotment holders. Cllr Paterson reported that a query was raised about whether the plots should be let to tenants living outside of the parish boundary. Other tenants queried water facilities at the allotments and the cutting of the hedges that belong to the properties adjacent to the allotments.

23/88

Play areas.

1. To receive a written report and recommendations from the Aldbury play area working group.
 - a) To approve a quote of £6,084 including VAT from Outdoor Play People for a fort with slide.
The Council resolved to approve the quote, PROPOSED BY Cllr Warren and SECONDED BY Cllr Houghton and agreed unanimously.
 - b) To approve an expenditure of up to £600 for safety mats and turf.
Resolved, PROPOSED BY Cllr Houghton and SECONDED BY Cllr McCarthy and agreed unanimously. The Clerk explained that all the expenditures associated with Stage 2 of the playground project will be paid

for with Earmarked Reserves and after the new pieces of equipment are implemented this initiative will be completed. The Council thanked the working group and volunteers, especially David Demmery, for carrying out this project.

2. To approve a quote of £175 plus VAT from Wildwood UK to replace a post on the wooden structure at the Iron Room.
Resolved, PROPOSDD BY Cllr Warren and SECONDED By Cllr McCarthy to approve the quote, agreed unanimously.
3. To discuss the concrete path behind the Iron Room at Tring Station.
Cllr Warren and Cllr McCarthy joined the Tring Station Residents Association meeting, and it was noted, and they found a temporary solution to fix the path.

23/89

Pond restoration.

Update from Cllr de la Bedoyere.

It was noted that work on the pond has been completed and good progress has been made and the pond is now in an observation phase. Cllr de la Bedoyere reported that it will take a few weeks to see whether the pond is fully functioning, and the liner has been activated to keep the water in. It was noted that the water has gone down due to dry weather. There are still some invoices to be paid for the pond work and a final budget and report will be available at the next meeting.

Cllr de la Bedoyere met with County Cllr Symington to discuss the drainage system around the village, and HCC confirmed that work had been approved to clear all the drains located on Stocks Road, Newground Road and Toms Hill in the foreseeable future. HCC Highways' legal team is investigating whether the ongoing maintenance of the pond drainage system would fall under their responsibility. The Parish Council also asked for the drains and silt traps to be cleared out more frequently to prevent flooding.

23/90

Recreation Ground hedge.

To approve a quote of £130 plus VAT to cut the hedge by the car park.

Resolved, PROPOSED BY Cllr White and SECONDED BY Cllr McCarthy to approve the quote, agreed unanimously.

23/91

Village Christmas Tree.

To approve a quote of £370 plus VAT from G.I Rogers and Son.

Resolved, PROPOSED BY Cllr White and SECONDED BY Cllr Houghton to approve the above quote, agreed unanimously. The Clerk will approach the same person who donated towards the cost of the Christmas tree in the past.

23/92

Aldbury Noticeboard.

1. To approve replacing the noticeboard at a cost of £2,271.33 (excluding VAT and delivery charge).

Resolved, PROPOSED BY Cllr Houghton and SECONDED BY Cllr Warren and agreed unanimously to order the noticeboard at the above cost. It was agreed that the noticeboard would have the heading 'Aldbury Village'.

2. To approve an expenditure of up to £500 to install the noticeboard.

Resolved, PROPOSED BY Cllr Warren and SECONDED BY Cllr Houghton to approve the above expenditure, agreed unanimously.

23/93

Filming in Aldbury.

If update.

The filming took place on the 27th of September and the Council had not received any feedback from the filming company yet. The fee received will be used to pay for the new noticeboard for Aldbury Village. Further discussion was deferred to the next meeting.

23/94 Dacorum Borough Council's consultation survey on parking tariffs and charges.

It was noted that the survey can be found on www.letstalk.dacorum.gov.uk and it ends on 19 October. The link was shared across the community's social media platforms.

23/95 Aldbury Parish Council Grants.

Applications are to be invited from locally based community groups to apply for a small grant which would benefit the residents of Aldbury parish. The closing date for applications is 31 October 2023. The website had been updated and the clerk has got in touch with community groups who applied in previous years.

23/96 Ashridge Estate – 'Protecting Our Roots' project.

Update from Cllr Paterson.

The Council received an update from Cllr Paterson on the following:

- The NT is proposing a new visitor center with facilities such as a café, toilets and parking. The exact location will be confirmed in Spring 2024
- There are planned changes to the existing monument area and the current café.
- Parking will stop along the main monument avenue with improved car parking & charges.

The Council agreed to send feedback to Ashridge NT via Graham Juniper, about concerns regarding the proposal to reduce parking around the monument and to introduce parking charges, which may impact Aldbury village.

23/97 Flooding and Drainage – reporting issues.

Correspondence received from County Cllr Symington about reporting flooding and drainage issue on HCC website.

The information was shared on the community's Facebook pages. County Cllr Symington sent an update about the recent flooding at Station Road, Tring Station and the work that is scheduled on the railway. The Council asked to receive a progress report.

23/98 Internal Controls – Governance, Policies and Procedures. Appendix 3

1. To approve the Review of Effectiveness of Internal Audit and Auditor.

The Council resolved to approve this document as part of the internal control, PROPOSED BY Cllr Warren and SECONDED BY Cllr White, agreed unanimously.

2. To approve the Terms of Reference for a Staffing Committee.

It was resolved to approve this document, PROPOSED BY Cllr White and SECONDED BY Cllr Warren. The Staff Committee meeting will be scheduled in October.

Financial Matters. Appendix 4

1. To review and note the accounts including bank reconciliation, bank statement and monthly budget report.
The accounts were noted and Cllr Paterson, who is not on a bank mandate had duly signed the bank statement, reconciliation and invoices.
2. To note receipt of income.
The Council noted that total of £14,280.99 was received in September.
3. To pass resolution to authorise schedule of payments in accordance with the budget circulated to Council.
Resolved, PROPOSED BY Cllr McCarthy and SECONDED BY Cllr Warren to authorise the following payments:

BACS/DD presented for payment at the meeting on 2nd October 2023:

PAYEE	DESCRIPTION	AMOUNT
M Turczyn (Clerk) Salary deducted from the total	Salary, HCC Pension September	£1,344.93
HMRC	Clerk PAYE September	£6.53
Bidwells	Recreation Ground rent	£250.00
Bidwells	Allotments Land rent	£425.00
Keith Simkin	Warden Hours quarter invoice	£344.50
Martin Walters	Grass cutting – September	£771.00
Npower Business Solution	Street Light power paid by DD in September	£91.14

Total expenditure: £2,181.97

Payments made in September under the Pond Project that were approved at the meeting on 3rd July 2023.

Steve Webb	Reimbursement for expenses incurred for Pond project	£1,502.39
------------	--	-----------

4. To approve the renewal of visitor's parking permit for the warden ("T" controlled parking zone).
Resolved, PROPOSED BY Cllr Warren and SECONDED BY Cllr Houghton and agreed unanimously to renew the warden's parking permit at the annual cost of £40.

5. Discussion on 2024-2025 budget.

Cllr Warren and the Clerk will prepare a draft budget for next year which will be circulated to members ahead of November's meeting.

23/100 Meeting close. 21:17

Next Aldbury Parish Council meeting will be held on 6th November 2023.