**ALDBURY PARISH COUNCIL**

**PARISH COUNCIL MEETING**

**Held in Aldbury Memorial Hall**

**Monday 7th October at 8pm**

**MINUTES**

In attendance: Cllr Webb (Chair), Cllr de la Bedoyere (Vice Chair), Cllr McCarthy, Cllr White, Cllr Warren, Cllr Houghton and Patrick Brooks (Cllr from Minute 24/117)

Gosia Turczyn – Aldbury Parish Clerk, Parish warden and 11 members of the public

**24/112 Apologies**

To receive and accept apologies for absence.

The Council received and accepted apologies sent by County Cllr Symington. Cllr Paterson was absent.

**24/113 Interests**

1. To receive declarations of interest from Councillors on items on the agenda.

None received.

1. To receive written requests for dispensations for declarable interests.

None received.

1. To grant any requests for dispensation as appropriate.

None.

**24/114 Public Matters**

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

1. Residents of the Ashridge Estate have raised concerns about parking issues in the area. Currently, the road leading up to the Monument is open to all traffic. However, the National Trust has applied to change the status of the right of way to restrict traffic, and inconsiderate parking may occur if temporary parking is not provided beforehand. Cllr Webb said that the Council has liaised with Paul Miller, the general manager of Ashridge Estate, and invited him to attend future APC meetings to provide updates and answer any questions.
2. Members of the public discussed the Dacorum Local Plan, which includes the proposed development of the Land East of Tring and the Marshcroft site. This item will be addressed at the Dacorum Borough Council's Strategic Planning and Environment Overview and Scrutiny Committee meeting on October 9th, followed by a decision at the Full Council meeting on October 15th. Given that the Secretary of State previously rejected the development of this site, APC agreed to write to DBC expressing its concerns about the re-emergence of the Marshcroft development in the Dacorum draft plan. The Dacorum Local Plan will also be included in the next agenda.
3. A member of the public expressed concerns about a letter she received from HCC regarding the proposed double yellow lines around the village centre. She noted that some residents had not been consulted on this matter. The Council clarified that the proposal had been previously presented to residents, and the majority supported the parking restrictions, which aim to prevent inconsiderate parking.

**24/115 Minutes**

To confirm the Minutes of Aldbury Parish Council Meeting held on 5th August as an accurate record of proceedings.

Resolved, PROPOSED BY Cllr Warren and SECONDED BY Cllr McCarthy that the minutes were are a true and accurate record of proceedings and were to be duly signed by the Chair.

**24/116 Reports to the Council**

1. Warden’s report – appendix 1

To note the report and approve expenditure if required.

The warden was present and updated the council on his findings. The Clerk will obtain a quote from Wicksteed for a set of cradle swings and chains.

1. Clerk’s report; correspondence and items for information only – appendix 2

A resident informed the Clerk about a fallen tree blocking a lane. The Chair and the Clerk had authorised work to clear the tree without seeking formal approval from the Council as per Financial Regulation 5.18. The Council will formally authorise this expenditure at the next meeting.

1. Hertfordshire police – report from PCSO.

There have been no crimes reported in Aldbury Parish in September.

**24/117 Vacancy for Parish Councillor**

 Council to co-opt a new Councillor.

Resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr White and carried unanimously to co-opt Patrick Brooks as a new Councillor. He duly signed the Declaration of Acceptance of Office and Members’ Interest form and the Chair welcomed him to the Council.

 **24/118 Planning Matters and Consultations – to consider comments on the following:**

1. **Application(s) received:**
* 24/01967/FHA Single storey extension in place of single storey wing, replacement porch and external alterations to dwelling. The Walled Garden Stocks Road Aldbury Tring Hertfordshire HP23 5RZ No objection.
* 24/02116/FHA Construction of detached car port. The Walled Garden Stocks Road Aldbury Tring Hertfordshire HP23 5RZ No objection.
* 24/02071/LBC External wall paint removal and repairs, outbuilding re-roofing and re-build of gable end with renewal of rainwater goods, installation of extraction to first floor bathroom, installation of underfloor heating (modern extension), replacement of courtyard door, internal plastering. 31 Stocks Road Aldbury Tring Hertfordshire HP23 5RT No objection.
1. **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**](http://www.aldburyparish.org.uk) **in the Meetings tab.**

None received.

1. **Decision(s) issued by Dacorum Borough Council:**
* 24/01580/FHA and 24/01600/LBC 1 Church Cottages, Station Road, Aldbury, Tring, Hertfordshire, HP23 5RS Single storey rear extension & single storey extension to detached garage. New roof coverings to garage. Applications Withdrawn.
* 24/01403/DRC 14 Trooper Road, Aldbury, Tring, Hertfordshire, HP23 5RW Details required by Conditions 3 (windows), 4 (entrance door), 5 (roof materials), 6 (partitioning), and 9 (WSI) attached to planning permission 23/00367/FHA (Removal of covered passageway roof, single-storey side extension, removal of external canopy and internal alterations. Removal of roller-shutter door and infilling with door/windows and brickwork. New window to bathroom) Granted.
* 24/01758/LBC Laundry Cottage, 28 Malting Lane, Aldbury, Tring, Hertfordshire, HP23 5RH, Install a domestic Electric Vehicle charging point. Granted

 **24/119 Aldbury Parish Council Grants**

Applications are invited from community groups to apply for a small grant which would benefit the residents of Aldbury parish. The closing date for applications is 31 October 2024.

The Clerk had got in touch with community groups and village halls committees that applied in the past.

**24/120 Aldbury Shop**

 Update from the Clerk on the Asset of Community Value application.

The Clerk reported that the application is being prepared with the assistance of a resident. Borough Councillor Raynolds expressed his support for this initiative. It was also suggested that a petition be initiated to strengthen the application, and this will be available in the shop to sign.

**24/121 Ashridge Estate**

 If update.

The Council had hoped that Paul Miller, the general manager of Ashridge Estate, would join the meeting to provide an update. The Council will invite him to attend future meetings.

**24/122 Recreation Ground**

To approve a quote of £161 including VAT to cut the hedge by the car park.

Resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr Warren and carried unanimously to approve the above quote.

**24/123 Village Christmas Tree**

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

Resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr de la Bedoyere to approve the above quote.

1. To review and approve Christmas tree risk assessment.

This was approved.

**24/124 Millenium Orchard trees**

To approve a quote of £165 for staking damaged apple tree, staking four other fruit trees and replacing a failed plum tree.

Resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr Warren to approve the above quote.

**24/125 Entrance gateway to Tring Station**

 Update from Cllr Warren.

Cllr Warren reported that the design of the gateway had been finalised. County Cllr Symington had agreed to contribute £500 from Members’ Locality Budget towards the costs, with the remaining amount to be funded by the Parish Council. The total cost will be formally approved at the next meeting.

**24/126 Dacorum’s Electoral Review - Consultation on warding patterns**

Update from the Clerk.

The Local Government Boundary Commission for England (LGBCE), appointed by Dacorum, is currently conducting an electoral review. The first consultation concluded on September 9th, and additional consultations are scheduled to take place from 3rd December 2024 to 14th February 2025. Tring Town Council had proposed merging Tring East, Aldbury and Wigginton into a single ward, which may involve reducing the number of Councillors. This item will be added to the next agenda.

**24/127 Dacorum Local Cycling and Waking Infrastructure Plan**

 Council to agree on what feedback (if any) to submit to DBC by the 13th of October.

It was suggested to submit a proposal for a footpath/cycleway from Tring Station to Aldbury.

 **24/128 Financial Matters and Audit**

1. The Parish Council had successfully completed the annual audit (no actions arising). Notice of conclusion of audit and other statutory documents are being displayed on the noticeboards and website since 21st August 2024. Council to decide how long the documents should be published for (on the noticeboards only).

This was noted and the Council agreed to take down the notices from the noticeboards.

1. To review and note the accounts including bank reconciliation, bank statement and monthly budget report.

The accounts were circulated prior to the meeting and the Council agreed the accounts noting the monthly budget report and the grass cutting overspent.

1. To note receipt of income.

Income received in September 2024:

CCLA Investment – Interest received £24.33

 Allotment rent - £165.00

1. Update on CCLA account.

The CCLA account had been opened and monthly interest is being received. NS&I Investment Account was closed.

1. To pass resolution to authorise schedule of payments in accordance with the budget circulated to Council.

Resolved, PROPOSED BY Cllr Warren and SECONDED BY Cllr de la Bedoyere and carried unanimously to authorise the payments in the schedule below:

**BACS/DD presented for payment at the meeting on 7th October 2024:**

|  |  |  |
| --- | --- | --- |
| **PAYEE** | **DESCRIPTION** | **AMOUNT** |
| M Turczyn (Clerk) Salary deducted from the total  | Salary, HCC Pension September  | £1,429.33 |
| HMRC Cumbernauld | Clerk’s PAYE August | £82.10 |
| HMRC Cumbernauld | Clerk’s PAYE September  | £81.90 |
| N Power DD Paid and deducted from the total | Street Light power – September  | £135.59 |
| N Power DD  | Street Light power - October | £145.08 |
| M Turczyn | Clerk’s mileage& expenses  | £28.80 |
| Martin Walters | Grass cutting August  | £626.00 |
| Martin Walters  | Grass cutting September  | £313.00 |
| Bidwells  | Allotment land rent | £425.00 |
| Bidwells  | Recreation Ground rent | £250.00 |
| PKF Littlejohn LLP  | Annual Audit fee | £504.00 |
| Keith Simkin  | Litter picker  | £8.99 |
| Keith Simkin  | Warden Duties – quarter invoice | £364.00 |

 **Total: £3,143.23**

 **Payments approved/made in September:**

|  |  |  |
| --- | --- | --- |
| **PAYEE** | **DESCRIPTION** | **AMOUNT** |
| M Turczyn | Clerk’s salary and HCC pension August  | £1,429.13 |

1. To note general reserves and earmarked reserves.

The level of general reserves as of 30September 2024 was £34,820.48.

The level of earmarked reserves as of 30 September 2024 was as follows:

Playground Project - £ 2,394.89

Parish Paths - £1,000

Community Projects - £24,150.00

Playground Sinking Fund - £3,000

Pond Sinking Fund - £2,825

Streetlight Sinking Fund - £1,000

Allotment deposit - £150

Tree Maintenance Sinking Fund – £1,000

1. Preliminary discussions on budget 2025-2026.

The finance working party will schedule an online meeting to discuss the draft budget which will be presented to the Council for discussion.

 **24/129 Meeting closed** **at 21:36**

**The next meeting will be held on Monday 4th November at 8 pm.**