

ALDBURY PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING

Held in Aldbury Memorial Hall

Monday 9 May 2022 at 8pm

MINUTES

In attendance: Cllr Stretton (Chair), Cllr McCarthy (Vice Chair), Cllr de la Bedoyere, Cllr Houghton, Cllr Juniper and Cllr O'Neill

Gosia Turczyn – Aldbury Parish Clerk
Five members of the public.

22/01 Election of Chair and signing of Declaration of Acceptance of Office.

Cllr Stretton was elected unanimously as Chair and signed the Declaration of Acceptance of Office.

22/02 Election of Vice Chairman.

Cllr McCarthy was elected as Vice-Chair, PROPOSED BY Cllr Stretton and SECONDED BY Cllr Juniper.

22/03 Apologies for absence to be considered and approved by the Council.

The Council accepted apologies sent by Cllr Webb, Cllr Holton and County Cllr Sally Symington.

22/04 Declarations of Interests and update of Register of Members' Interests.

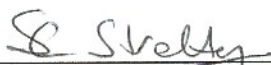
Cllr de la Bedoyere declared an interest in the 22/01328/LBC The Valiant Trooper, Trooper Road Aldbury Tring Hertfordshire HP23 5RW planning application and abstained.

22/05 Public Participation.

1. Aldbury Lunch Club representative spoke about donating a bench, with a plaque or carving, or a tree to benefit the community and mark the Queen's Platinum Jubilee and asked the Council for permission. A discussion took place about where the bench would be located and who would be responsible for the upkeep. The Clerk will provide the name of a company used in the past and will obtain a quote to fit the bench. Work in progress.
2. Member of the public requested that the knocked wooden post, located at the bottom of the school driveway should not be replaced due to the obstruction that it had caused to large vehicles. The Council confirmed that HCC Highways is responsible for these posts. Member of the public offered to fill the leftover hole with tarmac.

22/06 To approve the minutes of the meeting held on 4th April 2022. To approve the minutes of the extraordinary meeting held on 25th April 2022.

Signed



Date

06.06.22

Minutes of the meeting held on 4th April 2022 and minutes of the extraordinary meeting held 25th April 2022 were PROPOSED BY Cllr McCarthy and SECONDED BY Cllr Stretton as being correct and were to be duly signed by the Chair.

22/07 Hertfordshire Police update from PCSO.

Not present. The Clerk had received an update from PCSO Martin Leadbitter about crimes that were reported in Aldbury Parish during April 2022:

On 17th April a black Mini Clubman was broken into in the car park/recreation ground on Stocks Road by an offender smashing the passenger window. Nothing was taken and this crime remains undetected.

Between 20th and 21st April number plates were removed from a white Volvo S40 parked on the Green. This crime is still under investigation. Between 21st and 22nd April access was gained to a grey Toyota PickUp parked on Stocks Road by unknown means and items were removed. This crime is still under investigation.

The PCSO advised that residents should ensure vehicles are secured with no valuables left inside. Number plates can also be made secure using non removable screws.

22/08 Aldbury Parish responsibilities.

The following geographical areas of responsibility were approved unanimously:

1. Tring Station – Cllr Stretton and Cllr McCarthy
2. Village Green and Station Road – Cllr Juniper
3. Toms Hill, Toms Hill Close and Beechwood Drive – Cllr de la Bedoyere
4. Malting Lane – Cllr Houghton
5. Stoneycroft – Cllr Holton
6. Trooper Road & Newground Road – Cllr Webb
7. Stocks Road – Cllr O'Neill

22/09 2023 Meeting Dates.

The 2023 Meeting dates were approved by the Council.

22/10 Code of Conduct.

The Council deferred approving the Code of Conduct until the next meeting.

22/11 Standing Orders.

The Standing Orders were approved by the Council, PROPOSED BY Cllr McCarthy and Seconded by Cllr Juniper.

22/12 Asset Register.

Updated Asset Register was approved, PROPOSED BY Cllr Juniper and SECONDED BY Cllr O'Neill.

22/13 Financial Regulations.

The Council deferred approving Financial Regulations until the next meeting.

22/14 Financial Management and Risk Assessment.

Financial Management and Risk Assessment was approved, PROPOSED BY Cllr Stretton and SECONDED BY Cllr McCarthy.

Signed  Date 06.06.22

22/15 Risk Assessment of Physical Assets.

Risk Assessment of Physical Assets was approved, PROPOSED BY Cllr Stretton and SECONDED BY Cllr Juniper.

22/16 Warden's Update.

The council agreed on the following:

1. The Clerk will send a letter asking the plot holder to clear and remove all rubbish from the plots.
2. The Clerk will send a letter asking the plot holder to repair the donkey fence.
3. It was PROPOSED BY Cllr de la Bedoyere and SECONDED BY Cllr Houghton to approve a quote of £140 to fix the allotment gate's post and split in the play area gate.
4. It was PROPOSED BY Cllr de la Bedoyere and SECONDED BY Cllr Houghton to approve a quote of £90 to replace and straighten wooden posts at the Recreation Ground.

22/17 Aldbury and Tring Station Play Areas.

The annual inspection, carried out by RoSPA, is to take place during May.

22/18 Aldbury Village Community Ground Source Heat Pump.

Cllr de la Bedoyere updated the Council about a proposal to install a ground source heat pump. He had joined a group consisting of parishioners whose aim was to investigate whether this would be feasible for the community. The Council agreed to support this initiative at this stage.

22/19 Clerk's Report and Correspondence.

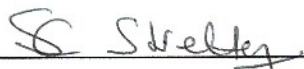
1. Pen Underwriting Ltd Insurance renewal - £569.25.
It was PROPOSED BY Cllr Juniper and SECONDED BY Cllr O'Neill to approve the quote.
2. Aldbury Garden Club plant sale.
The Council agreed for the Garden Club to hold the plant sale on the Green outside the Memorial Hall. The event is to take place on the 29 May and the organisers had provided confirmation of current Public Liability insurance cover.
3. Salomon Running Event between 6th and 7th August.
For information only.
4. Post at the bottom of Aldbury school drive.
This was discussed under Public Participation.
5. "Big Lunch" to celebrate the Queen's Platinum Jubilee will be held on 5th June at the Recreation Ground.
The group organizing this event will obtain their Public Liability Insurance cover.

22/20 Planning Matters.

Application(s):

- 22/01048/FHA Single storey front 'link' extension, garage conversion and 2-storey rear extension. 8 Clarkes Spring Aldbury Tring Hertfordshire HP23 5QL No objection
- 22/01135/FUL Change of Use of the Chilterns Basecamp from Accommodation for Volunteers to an Education, Training and Workshop

Signed



Date

06.06.22

Space. National Trust Base Camp Toms Hill Aldbury Tring Hertfordshire Support

- 22/01201/FHA Single storey rear extension 12 Stoneycroft Aldbury Tring Hertfordshire HP23 5RL No objection
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- 22/01166/FHA Two storey side extension with front dormer window and rear gable The Retreat New Ground Road Aldbury Tring Hertfordshire HP23 5SF No comment
- 22/01314/FHA Replacement of existing roof finishes to slate. Summerhill New Ground Road Aldbury Tring Hertfordshire HP23 5RJ No comment
- 22/01328/LBC Internal layout alterations to stable range, blocking in 5 windows and doors, removal of modern glazed link, insertion of 2 windows and 1 door, cladding part of the inner courtyard walls. The Valiant Trooper Trooper Road Aldbury Tring Hertfordshire HP23 5RW

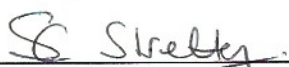
Aldbury Parish Council has reviewed the planning application and whilst has no grounds of material consideration to object to this application, agree with the concerns raised by local residents and other members of the public that the changes proposed are:

1. In breach of Condition 2 of granted application 22/00379/LBC. The granted application permits the WCs to be removed and replaced with new WCs and rubberised flooring. This application shows this area as a kitchen.
2. Concerns the removal of the toilets, leaving a single toilet and baby change facility is insufficient WC facilities for a Public House.
3. The removal of the link splits the premises into two separate entities. The Design and Access Statement and the Application Form do not provide information regarding the purpose of removal and how the rear of the building will function as a Public House when there is no access to WC facilities for customers or staff.
4. Concerns about the direction of travel with this application. Implementing the proposed changes may result in the building no longer being fit for purpose for its permitted use as a Public House resulting in the perception this application is seeking to change the use of the building without expressing so.

Decision(s):

- 20/01656/ROC Variation of Condition 17 attached to Planning Permission 4/02488/16/FUL - Construction of detached house (amended scheme) The Walled Garden Stocks Road Aldbury Tring Hertfordshire HP23 5RZ Granted
- 22/00379/LBC Internal alterations, repair to exterior and removal of concrete paving to rear outside area. The Valiant Trooper Trooper Road Aldbury Tring Hertfordshire HP23 5RW Granted
- 22/00692/TPO Works to trees. Ashdown Station Road Tring Station Tring Hertfordshire HP23 5QU Granted
- 22/00732/FHA Replacement conservatory to single storey rear extension. Appletree Toms Hill Road Aldbury Tring Hertfordshire HP23 5SA Granted

Signed



Date

06.06.22

22/21 Financial Matters.

1. The accounts including bank reconciliation and monthly budget report have been circulated prior to the meeting. There were no further questions from the Council. A resolution was passed to authorise the following payments PROPOSED BY Cllr Juniper and SECONDED BY Cllr McCarthy and carried unanimously:

BACS presented for payment at the meeting on 9th May 2022:

PAYEE	DESCRIPTION	TOTAL £2,707.31
HCC Pension	Clerk's Pension April	£287.56
HMRC	PAYE	£28.75
Aldbury Memorial Hall	Charge for Hall hire April - December 2022 @ £20.00	£220.00
Anglo Dutch Ltd	Payroll provider	£54.00
Clearwater Pond and Lake Management Ltd	Pond clearance + Skip hire	£1,368.00
Debenhams Ottaway LLP	Land registry fee in relation to Lease of Aldbury Playing Field	£44.00
Martin Walters	Grass cutting in April	£675.00
Martin Walters	Spraying of the basketball court	£30.00

2. Confirmation of the dates of the Period for the Exercise of Public Rights 2021/2022.
The Clerk suggested 13 June – Friday 22 July for the public to exercise their statutory right to inspect the accounting records. This was agreed by the Council.
3. To approve the final accounts for Year End 31st March 2022.
The final accounts for the Year Ending 31st March 2022 were circulated prior to the meeting and are ready to be submitted to the internal auditor Phase 2, PROPOSED BY Cllr Juniper and SECONDED BY Cllr de la Bedoyere.
Annual Governance and Accountability Return forms will be ready for approval at June's meeting.
4. Internal Audit second phase is to take place remotely during May.
5. Update on Unity Trust Bank signatories.
The Council resolved to add Cllr Houghton as signatory for Unity Trust Bank.

The meeting closed at: 22.03

Signed S. Strelley Date 06.06.22