



Aldbury Parish Council

Aldbury Memorial Hall
The Green, Aldbury
Herts HP23 5RR
T: 07956338073
E: parishclerk@aldburyparish.org.uk

www.aldburyparish.org.uk

6th May 2025

To Cllrs: de la Bedoyere, Brooks, Houghton, McCarthy, Paterson, Warren (Vice Chair), Webb (Chair) and White

Councillors are summoned to attend this meeting for the transaction of business set out in the agenda below.

The meeting is open to members of the public and press. Supporting documents are available on the parish website.

ALDBURY PARISH COUNCIL ANNUAL MEETING

to be held on Monday 12th May 2025 at 8.00pm

ALDBURY MEMORIAL HALL

Gosia Turczyn
Gosia Turczyn

Clerk to Aldbury Parish Council

To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items listed on this agenda are requested to enquire prior to the meeting.

AGENDA

- 25/060 Election of Chair**
To elect a Chair for the year 2025/26 and sign Declaration of Acceptance of Office.
- 25/061 Election of Vice Chair**
- 25/062 Apologies**
To receive and accept apologies for absence.
- 25/063 Declaration of Interests and update of Register of Members' 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.
- d) To confirm accuracy of Register of Pecuniary Interests.

- 25/064 Public Matters**
To receive questions from members of the public and press on items included on this agenda (max 15 min).
- 25/065 Minutes**
To confirm the Minutes of Aldbury Parish Council Meeting held on 7th April 2025 as an accurate record of proceedings.
- 25/066 Meeting Dates – appendix 1**
To agree meeting dates for 2026
- 25/067 Reports to the Council.**
- a) Warden’s report – appendix 2
To note the report and approve expenditure if required.
 - b) Clerk’s report; items for information only – appendix 3
 - c) Hertfordshire police – report from PCSO.
- 25/068 Appointment of Representatives on Committees and Working Groups – Appendix 4**
To agree standing committees and working groups, including membership and election of Chair or lead:
- a) Staff Committee
 - (i) To elect a Chair
 - (ii) To elect a Vice Chair
 - (iii) To agree membership and terms of reference
 - b) Finance working group
To agree membership and terms of reference
 - c) Aldbury Sports Club working group
To agree membership and terms of reference
 - d) Ashridge Estate Committee liaison
To appoint a representative
- 25/069 Aldbury Parish responsibilities – Appendix 5**
To review and agree individual and geographical area of responsibility on the Council.
- 25/070 Planning Matters and Consultations – to consider comments on the following:**
- a) **Application(s) received:**
 - 25/00722/ROC Greenings Farm, Stocks Road, Aldbury, Tring, Hertfordshire, HP23 5RX Removal of condition 12 (basement) and variation of condition 14 (floor space) and 17 (approved plans) attached to planning permission 23/00253/FUL
 - 25/00855/MFA Creation of interim car park with 134 parking spaces and change of use to create additional seasonal overflow car parking area to accommodate up to 372 cars,

both at Meadleys Meadow. Proposed timber knee rail along Monument Drive. Surface repairs, line marking, signage and pay and display machines at Barracks Square and Visitor Centre car parking areas.

- 25/00952/TCA Work to tree. 3 Malting Lane Aldbury Tring Hertfordshire HP23 5RH
- 25/00960/FUL Demolition of residential and commercial buildings and construction of detached dwelling with associated garage, parking and landscaping. Setherwood Yard Stocks Road Aldbury Tring Hertfordshire

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.**

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

- 25/00475/FHA Greenings Farm, Stocks Road, Aldbury, Tring, Hertfordshire, HP23 5RX Alterations to and single storey garden room extension to rear of car shelter GRANTED
- 25/00553/LBC 1 Stocks Road, Aldbury, Tring, Hertfordshire, HP23 5RT Remove internal remnant chimney stack at ground floor level. REFUSED

d) **Land East of Tring, known as Marshcroft (Allocation reference: Tr03)**

Marshcroft site has now been included in Dacorum Borough Council's New Local Plan to 2041. The Plan is in the final stages before adoption and has been submitted for public examination to the Secretary of State for Housing, Communities & Local Government. The project website www.marshcroft-tring.co.uk

25/071 Aldbury Parish Council Insurance Policy

To approve the insurance renewal with Clear Councils, underwritten by Ecclesiastical Insurance Office plc, at a cost of £746.28 (inclusive of Insurance Premium Tax and Administration Fee).

25/072 Internal Controls – Governance, Policies and Procedures – Appendix 6

To review and approve the following documents:

- a) Code of Conduct
- b) Standing Orders
- c) Financial Regulations
- d) Financial Management and Risk Assessment
- e) Publication Scheme

25/073 Allotments – item request received from Cllr Paterson

To approve and adopt a new Conditions of Hire and Tenancy Agreement.

25/074 Financial Matters and Audit – appendix 7

- a) To review and note the accounts including bank reconciliation, bank statement.
- b) To note receipt of income including the Precept and Grants.
- c) To pass resolution to authorise schedule of payments circulated to Council.
- d) To note that the VAT reclaim had been submitted to HMRC for the period of 1st April 2024 – 31st March 2025 for the amount of £1,853.72.
- e) To receive and note the Internal Auditors' Report for 2024-25 and any recommendations arising.

- f) To approve the final accounts for Year Ended 31st March 2025.
- g) To approve AGAR Section 1 Annual Governance Statement 2024-25.
- h) To approve AGAR Section 2 Accounting Statements 2024-25.
- i) To approve the Explanation of Variances 2024-25.
- j) To approve the dates for the Period for the Exercise of Public Rights to be commencing on Tuesday 3rd June 2025 and ending on Monday 14th July 2025 and to confirm the date the Notice is to be published on the Council's website and noticeboards.
- k) To note that all required documents will be submitted to the external auditor and published on the Council's website and noticeboards – actioned by the Clerk.

25/075 Meeting close.

Next Parish Council meeting will be held on 2nd June 2025 at 8 pm.