

# **ALDBURY PARISH COUNCIL**

## **PARISH COUNCIL MEETING**

Held on

**Monday 4<sup>th</sup> March 2019 at 8.00pm**

**in Aldbury Memorial Hall**

### **MINUTES**

In attendance: Vice Chairman Cllr Pearce, Cllrs Juniper, Moore, Tollinton, and O'Neill.  
Dacorum Borough Cllr Mills.

Bridget Knight – Aldbury Parish Clerk.  
9 Members of the public.

#### **19/23 Chairman's Welcome.**

The Chairman was absent from the meeting for personal reason. Vice Chairman Cllr Pearce Chaired the meeting.

#### **19/24 Apologies for absence**

Apologies were received and accepted from Chairman Cllr McCarthy and Cllr Eggar.

#### **19/25 Declarations of interest.**

None.

#### **19/26 Public Question Time.**

The Aldbury Sports Club asked a question about insurance. The Clerk will supply a copy of the certificate.

#### **19/27 Minutes of meeting held on 4<sup>th</sup> February 2019.**

Cllr Pearce PROPOSED that the minutes from the meeting held on the 4<sup>th</sup> February were accepted as a true record, this was SECONDED BY Cllr Moore. The minutes were duly signed by the Vice Chairman.

#### **19/28 Aldbury Pond.**

Cllr Moore explained further quotations have been received for the work to Aldbury Pond, the quotes are for circ £30,000. The Aldbury Pond Working Group met today to discuss the quotations and have decided further clarification and information is required to be able to compare the quotations. All the companies that have quoted could be available to start work with four weeks' notice.

A local family has offered to assist with the monitoring of the pond by taking photographs every few days from the same vantage point. This was welcomed along with the other monitoring that will take place.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Previously a forensic analysis test was carried out prior to the removal of the silt and vegetation. A forensic analysis of material beneath the concrete cap prior to its removal is not considered necessary. If considered necessary, a forensic analysis can be carried out once the concrete has been removed. The analysis would be carried out to determine the nature of the material in order to ensure its transportation and disposal is undertaken appropriately. Cllr Moore and the Clerk will investigate grant funding options for the work.

Because of the pond grant received from DBC last year Aldbury Parish Council have been invited to an event at Dacorum Borough Council which Cllrs Moore and Juniper will attend.

CMS will invoice the council for their services which is expected to be £2,000.

#### **19/29 Allotments.**

Sunnyside Rural Trust have been rotavating the (identified) allotment plots.

#### **19/30 Footpaths.**

The Ridgeway footpath will be inspected to see if improvements are necessary this year. The council will consider applying for Parish Path funding at a future meeting if funding is required.

#### **19/31 Planning Matters.**

##### **New this agenda:**

**4/00289/19/FHA - Chimanimani, Toms Hill Road, Aldbury, Tring, Herts, HP23 5SA.**

**Alterations and extensions to dwelling including roof alterations, part demolition of eastern end of house, construction of two storey rear extension, demolition of rear conservatory replaced by single storey rear extension, part demolition of internal garage and conversion to habitable space; alterations to fenestration and new classing.**

**No Objection – PROPOSED BY Cllr Pearce and SECONDED BY Cllr Juniper and carried unanimously.**

##### **Ongoing:**

**4/03165/18/FHA, 32 Stocks Road, Aldbury, Tring, Herts, HP23 5RU.**

**Replace existing garage and summer house with outbuilding to provide non-habitable annex with garage and hobby room. No update.**

**4/00156/19/TCA – 12 Malting Lane, Aldbury, Tring, Herts, HP23 5RH.**

**Work to trees. No update.**

**4/03174/18/FHA – 32 Stocks Road, Aldbury, Tring, Herts, HP23 5RU.**

**A new sectional timber framed building to replace an existing garage and summer house. No update.**

**4/00114/19/FUL – The Retreat, New Ground Road, Aldbury, Tring, Herts, HP23**

**5SF. Demolition of existing timber dwelling, construction of new 4-bedroom dwelling and single garage. No update.**

**19/32 Planning Committee Discussion.**

This will be discussed when the new council is formed.

**19/33 Future IT Needs.**

Cllr Pearce informed the council that a meeting took place between himself, Cllr Moore and the Clerk to discuss future IT needs of the parish council and GDPR compliance.

It was PROPOSED BY Cllr Pearce and SECONDED BY Cllr Moore and carried unanimously to adopt The Gallery Partnership as IT Support for the parish council, the costs are: -

- £595.00 to set up Councillors with Aldbury PC email addresses and Microsoft OneDrive Accounts.
- £364.80 per annum for Microsoft Business Essential Package (for Councillors).
- £55 per month for ongoing IT support for Clerk.

**19/34 Clerk's Pension Scheme.**

It was agreed that the council permit the Clerk to join the Local Government Pension Scheme. The council understands the implications of potential future liabilities. Confirmation that the Council will abide by the policies and procedures of the Pension Fund alongside the Scheme regulators. Confirmation acceptance of the actuarial fees to join the Parish/Town Council Pool at £500 + VAT. PROPOSED BY Cllr Pearce and SECONDED BY Cllr Tollinton and carried unanimously.

**19/35 Storage of Parish Council Files.**

Dacorum Borough Councillor Mills will investigate options within Dacorum Borough Council.

**19/36 Clerk's Report**

Correspondence was circulated prior to the meeting.

- Email from Stoneycroft resident concerning level of crime in road and lack of streetlighting.
- Email from Residents at Tring Station regarding works to footbridge at Station and reduced parking, noise and concerns.
- Email from Network Rail – information about public meeting on 27/2.
- Email from Luton Airport – circulated to Cllrs.

Cllr Moore has met with the resident at Stoneycroft regarding level of anti-social behaviour and crime in the area and lack of street lighting.

The residents have put together a timeline of the criminal and anti-social behaviour activities and the police have been contacted and are considering it in some detail with the potential to increase police patrols and attention. Dacorum Borough Councillor Mills will raise the issue of inadequate lighting with Dacorum Borough Council and Herts County Councillor Hollinghurst. Dacorum Borough Cllr Mills updated the council that Dacorum will be undertaking a survey of the area and assess the feasibility and cost to install additional lighting. The Vice Chairman thanked Cllr Mills and the resident who offered to follow up on this.

### **19/37 Warden's Report**

The Warden's Report was circulated prior to the meeting. The Vice Chairman thanked the Warden for his work.

### **19/38 Stoneycroft Streetlight**

The Clerk will contact Ringway to ask if they can combine this work when they review the lighting near the flats in Stoneycroft. A quotation has been received from Ford and McHugh for £2150.30 plus VAT and the Clerk will request a further quotation.

### **19/39 Tring Station.**

The new replacement footbridge work started today and continues until the Autumn. The Vice Chairman attended the public meeting last week and reported that the majority of the work will be undertaken during the daytime, the big engineering and heavy lifting will be done at night.

The T zone-controlled parking zone came into effect today. Station Road Roadworks have started today for three days. There has been an increase in traffic through Station Road and Trooper Road.

### **19/40 Elections – 4<sup>th</sup> May 2019.**

Nomination forms need to be submitted to Dacorum Borough Council by the 3<sup>rd</sup> April 2019. The Vice Chairman encouraged people to become Councillors and showed his nomination form as an example of how to complete the form, this has been checked by Dacorum. The Clerk will circulate the Vice Chairman's nomination paper and blank nomination papers.

### **19/41 Annual Parish Assembly.**

Cllr Moore will Chair the Annual Parish Assembly. It was agreed to offer refreshments at the event and the Vice Chairman and Clerk will discuss.

### **19/42 Aldbury Shop – Asset of Community Value Nomination**

No update.

### **19/43 Hertfordshire County Council Stakeholder Survey.**

Noted.

### **19/44. Review of Financial and Management Risk Assessment.**

This will be updated ready for approval at next meeting.

### **19/45 Review of Asset Register.**

The asset register is being reviewed and updated.

### **19/46 Internal Auditor.**

It was agreed to appoint Ernest Newhouse as Internal Auditor at a cost of £325. PROPOSED BY Cllr Pearce and SECONDED BY Cllr Moore and carried unanimously.

### **19/47 Aldbury Play Area.**

Cllr Tollinton reported a meeting has taken place with Wickstead. The swings which date back to the 1970s need re-painting. The 20-year-old Log World foundations are rotten below the ground.

Replacement of the Log World is expensive, and the Clerk and Cllr Tollinton will research funding options. Cllr Tollinton will provide an update at the next meeting.

**19/48 Aldbury May Day Fair – 6<sup>th</sup> May 2019.**

Insurance Certificate has been received by the Clerk and the Council will allow the Fair to take place on the Village Green.

**19/49 Aldbury Village Black Bag Day – Saturday 23<sup>rd</sup> March 2019.**

A risk assessment has been undertaken and is on file.

**19/50 Financial Matters**

**The following accounts were approved for payment PROPOSED BY Cllr Moore and SECONDED BY Cllr Tollinton and carried unanimously.**

Payee	Description	Total Paid
Martin Walters	Grass Cutting – January	£50.00
Rod Allsworth	Reimbursement for damaged Raspberry Canes	£25.00
HAPTC	Clerk Training	£40.00
Clerk	Clerk's Salary, Allowance & Expenses	£621.64
Eon	Streetlights Feb 19	£65.32
Debbie O'Neill	Reimburse mileage training course	£27.00
Michael Pearce	Reimburse Microsoft 365 Licence	£135.36
Gallery IT	IT Support Set Up Office Laptop	£384.00

The meeting closed at 9.35pm.