

ALDBURY PARISH COUNCIL

PARISH COUNCIL MEETING

**Held remotely via Zoom on
Monday 6th July 2020 at 10 am
MINUTES**

In attendance: Chairman Cllr McCarthy, Cllr Juniper, Cllr Stretton, Cllr Pearce (Vice Chairman from minute 20/61 onwards), Cllr Tollinton, Cllr O'Neill and Cllr Webb

Gosia Turczyn – Aldbury Parish Clerk and the Village Warden.

No members of the public.

20/54 Chairman's Welcome.

The Chairman welcomed everyone and opened the meeting.

20/55 Apologies for absence.

Dacorum Borough Cllr Phil McDowell sent his apologies.

20/56 Declarations of Interests and Dispensations.

Cllr Tollinton declared that she is an allotment holder. Cllr Webb and Cllr O'Neill declared an interest in the 20/01656/ROC The Walled Garden Stocks Road Aldbury Tring Hertfordshire HP23 5RZ planning application.

20/57 Public Question Time.

None

20/58 Hertfordshire Police.

Herts Police PCSO M Leadbitter sent an update about crimes that were committed in Aldbury during June 2020. The Clerk read out the report:

- 1) There was only one crime in Aldbury during June which relates to damage to a fence on 7th June in Beechwood Drive. There were no witnesses or other evidence relating to this, so the case has been closed.

20/59 Minutes of meeting held on 1st June 2020.

The minutes of the meeting held on 1st June 2020 were PROPOSED BY Cllr Tollinton and SECONDED BY Cllr Pearce as being correct and were to be signed by the Chairman.

20/60 Vacancy for Parish Councillor.

The Chairman reported that a notice of the vacancy is being displayed on the website. The Chairman reported that if there is a request by 10 electors for a by-election, this will take place on 6th May 2021, due to elections being postponed in the light of Covid-19. It is likely that the Parish Council will fill the vacancy by co-option.

20/61 Election of Vice Chairman.

Cllr Pearce was PROPOSED BY Cllr McCarthy and SECONDED BY Cllr Webb and was elected unanimously.

Signed



Date

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- 1) The damaged wooden bollards by the pond have been replaced.
- 2) The defective streetlamp in Stoneycroft is now working correctly.
- 3) A section of the donkey enclosure fencing at the allotment is in a very poor condition and needs to be repaired.

The Clerk will write to the owner of the plot to get the fence repaired.

- 4) The warden reported that due to recent heavy rain, there is a significant amount of silt, debris and shingles left on the road around the pond. The warden has reported it to the HCC Highways.

Cllr Pearce will draft a letter for the Clerk to send to the HCC Highways asking them to sweep the roads as an urgent matter and to carry out clearance of debris and silt more frequently.

- 5) The warden reported that there is high level of tree branches and vegetation behind the sports pavilion.

The Chairman suggested that the warden should speak to the Sports Club and ask them to cut back tree branches that are overhanging the pavilion roof.

- 6) Cllr O'Neill reported about steps that have fallen away on the footpath leading on to Shipley's Field. The warden reported that this defect has been reported to DBC. Cllr Tollinton will contact Dacorum Borough Council, Countryside Officer Clayton Rae again.

Cllr Juniper reported about the uneven level of the grass outside the village shop and suggested carrying out immediate work to build up a reasonable level of soil. It was PROPOSED BY Cllr Pearce and SECONDED BY Cllr Juniper to instruct a local contractor to check the uneven area to see what is under the grass. The Clerk would take this forward.

20/63 Parking permit for Parish Warden – CPZ outside The Iron Room.

It was PROPOSED BY Cllr Webb and SECONDED BY Cllr Pearce to purchase the parking permit for Parish warden at a cost of £40 per annum.

20/64 To approve the Clerk's employment on a permanent basis.

It was PROPOSED BY the Chairman and SECONDED BY Cllr Pearce to approve the Clerk's employment on a permanent basis to be effective from 29th July 2020.

20/65 Aldbury Sports Club/Recreation Ground.

Basketball Area- Cllr O'Neill reported back that the area needs weed killing done. T Clubb had provided a quote for £3200 to resurface the tarmac.

The Council agreed that the area needs to be cleared. Cllr O'Neill will speak to the local contractor and get a quote to carry out weeding.

20/66 Footpaths and Highways inc Bridleways.

The Council noted the risk assessment report on the trees at the Green. There are no issues raised in the report. The Clerk will contact the local contractor to carry out a risk assessment of trees at the Recreation Ground and a tree at the play area at the Iron Room.

Cllr Tollinton reported that Dacorum Borough Council, Countryside Officer Clayton Rae will look at the footpath entry to the Recreation Ground and Percy Crow footpath.

The Chairman reported about a proposal from Buckinghamshire Council for a "24-hour rural clearway and no stopping at any time on verges in Buckinghamshire near Pitstone

Signed R M M O'Connell Date 3.08.2020

Quarry for a period of 18 months" and whether Aldbury Parish Council should be approaching Hertfordshire County Council to implement the same measures on Northfield Road in Hertfordshire. It was PROPOSED BY the Chairman and SECONDED BY Cllr Juniper and carried unanimously that Cllr Tollinton would contact Hertfordshire County Council accordingly.

20/67 Allotments.

The Chairman reported that the Council had a proposal from the Garden Club and Allotment Association to install a lifting barrier at the entrance to the allotments at the cost of £1592.88.

The Council was not prepared to accept the quote. The Council proposed that allotment holders should consider forming a management committee that would manage the allotments on a day to day basis and would be able to raise funding. The parish council was prepared to consider part funding the cost of the lifting barrier. The Chairman suggested that Cllr Stretton and Cllr Webb should discuss this proposal with the Garden Club and Allotment Association and report back at the next meeting.

20/68 The Iron Room Play Area.

- 1) Cllr Stretton reported that there were no issues raised by ROSPA who carried out the annual inspection.
- 2) Cllr Stretton prepared a risk assessment of the play area. The Council discussed and agreed the content on the signage which will be put up before the play area will reopen.

20/69 Aldbury Play Area.

- 1) Cllr Tollinton reported back about the points raised by ROSPA. It was agreed to keep the amount of rubber bark under review.
- 2) Cllr Stretton prepared a risk assessment of the play area. The Council discussed and agreed the content on the signage which will be put up before the play area will reopen.

20/70 Aldbury Pond and Village.

- 1) Cllr Tollinton reported that the pond seems to be losing water very rapidly.
- 2) The Council noted and approved the issue on 19 June of the Notice to Visitors and Residents in view of concerns expressed by residents about the impact caused by the number of visitors to the village.

20/71 Tennis Court.

Cllr Tollinton reported that the booking system is going well and that the tennis court is strictly for the use of parish residents only.

20/72 Asset Register.

Cllr Webb reported that this is still work in progress.

20/73 Planning Matters:

Application(s):

- 1) 20/01286/FHA Construction of rear single storey sun-room with part-pitched

Signed *R. Webb* Date 3.08.2020

roof and flat roof lights following removal of existing sun-room. Brightwood New Ground Road Aldbury Tring Hertfordshire HP23 5SF. No objection.

- 2) 20/01310/FHA Conversion of existing Manege to tennis court. Brightwood New Ground Road Aldbury Tring Hertfordshire HP23 5SF. No objection.
- 3) 20/00570/FUL Construction of new dwelling attached to the side of property with rear single story element. Demolition of existing garage. Alterations to landscaping. 68 Stocks Road Aldbury Tring Hertfordshire HP23 5RU. Objection.

The parish council objected to this planning application in the view of:

- Overdevelopment of the location.
 - The site plan is inaccurate and the development in the area that is shown is being outside the land concerned.
 - The parking and access to the field is problematic.
- 4) 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. No objection.
 - 5) 20/01661/TCA Works to Trees 32 Stocks Road Aldbury Tring Hertfordshire HP23 5RU. No objection.
 - 6) 20/01690/FHA Single storey front and rear extensions including removal of existing conservatory and replacement of out-building and carport. Foxdale Station Road Tring Station Tring Hertfordshire HP23 5QU. No objection.

Decision(s):

- 1) 20/00848/FHA Single Storey Rear / Side Extension. Sunset Cottage 5 New Ground Road Aldbury Tring Hertfordshire HP23 5RJ. Granted.
- 2) 20/01244/AGD Construction of Steel Framed Agricultural Barn. Westlands Farm Road Aldbury Tring Hertfordshire HP23 5RS. Application Withdrawn.
- 3) 20/00988/FHA Construction of New Garden Shed and Greenhouse to Replace Section of Fencing and Existing Sheds/Greenhouse. Georgia Trooper Road Aldbury Tring Hertfordshire HP23 5RW. Granted.

20/74 Clerk's Report and Correspondence.

It was PROPOSED BY the Chairman and carried unanimously to not record virtual Council meetings on to the Zoom cloud.

20/75 Tring Station Travel Plan.

- 1) The Chairman reported that a response from the Council has been sent to Tring Town Council. He thanked Cllr Stretton and Cllr Juniper for their work in drafting the response.
- 2) It was PROPOSED BY the Chairman and SECONDED BY Cllr Juniper to ask Herts CC to consider imposing a 40 mph speed limit on the unrestricted section of Station Road between Aldbury Village and Tring Station hamlet for traffic safety reasons. Cllr Tollinton will contact Andrew Freeman at Herts CC.

Signed R. M. L. L. L. Date 3.08.2020

20/76 Parking control in Aldbury village.

Cllr Juniper reported that Aldbury village has a growing problem with parking, especially around the pond. Cllr Juniper suggested getting some information from Herts CC on how to improve parking. A discussion took place whether markings on the roads should be introduced or whether more road cones should be put out. Cllr Tollinton will contact Herts CC and find out more information.

20/77 Condition of the verge by the church wall.

Cllr Juniper reported that due to cars being half parked on the verge, the grass by the church wall has disappeared and this caused the kerb to stick out, causing a potential hazard. The Chairman suggested that Cllr Juniper and Cllr Tollinton should organise a virtual meeting with Andrew Freeman at Herts CC to discuss this matter further.

20/78 Aldbury Traffic Calming Consultation.

Cllr Tollinton reported that the Council is still waiting for the decision from the Police and Crime Commissioner about the funding of proposed improvements.

20/79 Internal Auditor's report.

The Council discussed the points raised in the internal auditor's report. The Chairman asked Cllr Webb to draft a response. Cllr Stretton will draft a list of assets and activities that will require risk assessments and report back at the next meeting.

20/80 Accounting Software.

Cllr Webb reported that based on the internal auditor's recommendations, he will be looking for a demonstration of an accounting software tailored for parish and town councils.

20/81 Financial Matters.

- 1) A resolution was passed to authorize the following payments PROPOSED BY Cllr Pearce and SECONDED BY Cllr Tollinton and carried unanimously:

BACS presented for payment at the meeting on 6th July 2020:

| PAYEE | DESCRIPTION | TOTAL |
|---------------------|-------------------------------|---------|
| HCC Pension | M Turczyn Pension June | £199.82 |
| Anglo Dutch LTD | Payroll | £54.00 |
| Ernest G Newhouse | Internal Audit | £325.00 |
| Gallery Partnership | Network Support | £198.00 |
| Martin Walters | Grass Cutting | £477.00 |
| Keith Simkin | Warden Duties | £260.00 |
| Keith Simkin | Bin Liners | £2.79 |
| ROSPA | Annual Inspection, Play Areas | £181.20 |

Signed



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- 2) The Council approved the Annual Governance and Accountability Return (AGAR) 2019/2020. The Council delegated authority to the Clerk to rectify with the internal auditor about the explanation of petty cash payments. The Council does not have a petty cash system.
- 3) The Council approved Section 1 of Annual Governance Statement 2019/2020.
- 4) The Council approved Section 2 of Annual Governance Statement 2019/2020.
- 5) The council agreed the dates for the notice of the public right of access to be put on the parish council website.
- 6) Cllr Webb and clerk will discuss the production of the explanation of the variances between 2018/2019 and 2019/2020.

The meeting closed at 12:41 pm.

Signed Ruth Gentry Date 3.08.2020