

ALDBURY PARISH COUNCIL
PARISH COUNCIL MEETING
Held in Aldbury Memorial Hall
Monday 7 September 2026 at 8pm

MINUTES

Present: Cllr Webb (Chair), Cllr Warren (Vice Chair), Cllr McCarthy, Cllr White, Cllr de la Bedoyere, Cllr Brooks, Cllr Houghton, Cllr Paterson and County Cllr Symington.

In Attendance: Gosia Turczyn – Aldbury Parish Clerk

26/098 Apologies

To receive and accept apologies for absence.

None.

26/099 Declaration of Interests

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

Cllrs Paterson, White and Brooks declared a non-pecuniary interest in matters relating to allotments, as they are allotment tenants. Cllr Brooks declared an interest in application 26/01806/LBC, Installation of an Electric Vehicle Home Charging Point to the side of the house, 2 Church Cottages, Station Road, Aldbury, Hertfordshire, HP23 5RS, as the property owner and he withdrew from the discussion.

b) To receive written requests for dispensations for declarable interests.

None.

c) To grant any requests for dispensation as appropriate.

None.

26/100 Public Matters

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

None.

26/101 Minutes

To confirm the Minutes of Aldbury Parish Council Meetings held on 6th July and 3rd August 2026 as an accurate record of proceedings.

Resolved, proposed by Cllr McCarthy and seconded by Cllr Webb to approve the minutes of the meeting held on 6th July 2026.

Resolved, proposed by Cllr White and seconded by Cllr Warren to approve the minutes of the meeting held on 3rd August 2026.

26/102 Reports to the Council.

a) Warden's report.

To note the report and approve expenditure if required.

It was agreed to obtain a quotation from a contractor to repair the rotten leg of the bench by the pond. It was also agreed to report the overgrown ditch at the end of Stoneycroft to HCC Highways for clearance.

b) Clerk's report; items for information only.

- County Cllr Symington provided an update on the review of the Local Government Reorganisation that had been announced by the Secretary of State.

The Council noted that, following updated legal advice, the Government is reviewing its plans for Local Government Reorganisation. The review includes decisions relating to Essex, Hampshire, Norfolk and Suffolk, which have been withdrawn.

Plans for a further 14 areas including Hertfordshire have been paused pending the review.

The Council noted that the Government has confirmed that the local elections in May 2027 will proceed on the existing council boundaries while the review is undertaken.

- The Council received correspondence from HCC Highways regarding the proposed 20mph Scheme and was asked to respond by 18th September. Following discussion, the Council agreed to ask whether it would be possible to negotiate amendments to the proposed 20mph zone in the three areas identified on the plan. The Council agreed that it is important that the 20mph zone extends as far as practically possible within the village and requested that the following areas be considered as part of the implementation plan:
Station Road – extension to Church Farm.
Stocks Road – extension to include the Recreation Ground.
Newground Road – extension along the single-track section.
County Cllr Symington agreed to liaise with Highways and encouraged the Council to respond to the consultation.

c) Hertfordshire police – report from PCSO.

Crime report for August:

Burglary Business Beggars Lane – offenders broke into business premises and have stolen a large quantity of vitamins; investigation is ongoing.

Criminal Damage Beggars Lane – offenders have damaged a gate to gain access the land to the farm; this is connected to the business burglary.

26/103 Planning Matters and Consultations – to consider comments on the following:

a) Application(s) received:

- 26/01689/LBC Replacement of the cement render with lime render and lath on the gable end and side of building. Replace any decaying timber beams once render is removed with oak timbers, 44 Stocks Road Aldbury Hertfordshire HP23 5RU - No comment.
- 26/01838/FHA Single storey rear extension. Partial garage conversion and single storey front/side extension, 25 Clarkes Spring Aldbury Hertfordshire HP23 5QL - No comment.
- 26/01806/LBC Install an Electric Vehicle Home Charging Point to side of house, 2 Church Cottages Station Road Aldbury Hertfordshire HP23 5RS - No comment.
- 26/01855/LDP Replacement and amendments to existing windows and external doors. Installation of an air source heat pump, 30 Trooper Road Aldbury Hertfordshire HP23 5RW - No comment.

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.

None.

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

- 26/01430/FHA Greenbanks, Toms Hill Road, Aldbury, Tring, Hertfordshire, HP23 5SA Single storey storage structure – GRANTED
- 26/01595/LBC and 26/01594/FHA 9 Stocks Road, Aldbury, Hertfordshire, HP23 5RT Installation of three conservation rooflights to the single storey rear wing of the property. Replacement of existing UPVc rainwater goods with cast aluminium rainwater goods. Minor internal alterations to the kitchen, including removal of internal wall. Repairs and replacement of the existing floor tile coverings and underfloor heating system within the dining room – GRANTED
- 26/01470/FHA Woodcote, Beechwood Drive, Aldbury, Tring, Hertfordshire, HP23 5SB Proposed replacement of conservatory roof to slate – GRANTED
- 26/01795/TCA Georgia, Trooper Road, Aldbury, Hertfordshire, HP23 5RW Works to trees – RAISED NO OBJECTION

- d) Consultation on amendments: CM/0020/24 - Pitstone Quarry Upper Icknield Way Pitstone Buckinghamshire LU7 9GL** The importation of inert material and the revised working of permitted chalk reserves for use in the restoration of Pitstone Quarry with enhanced landscaping and biodiversity measures, and to create a new outdoor recreation resource, with a network of footpaths, open water swimming lake, welfare units and car parking facilities, for use in part as a Suitable Alternative Natural Green Space (SANG) – **Comments to be submitted by 25 September 2026.**

Documents and progress of the application can be viewed via www.buckinghamshire.gov.uk/view-planning-application.

The Clerk will submit comments regarding the Council's concerns about the implications of the traffic movements.

26/104 Aldbury 71 Confirmed Modification Order (BOAT 71/Monument Drive)

To note that the modification order for Aldbury 71 relating to the width of BOAT 71 (Monument Drive) was confirmed on 30 July 2026 and Notice of Confirmation of Modification Order had been published on the noticeboards and Parish Council's website.

This was noted.

26/105 Open Spaces and Playgrounds

- To agree on a plan for the replacement of the Aldbury Playground Log World and swings.
The Councillors and Clerk had arranged a meeting with a contractor from Wicksteed to discuss the condition of the swings and Log World equipment and to obtain quotations for any necessary works.
- To approve a quotation from MW Agri Ltd of £150.00 (plus VAT) for cutting back the hedge by the car park.
Resolved, proposed by Cllr Webb and seconded by Cllr Warren and carried unanimously.
- To approve a quotation of £558.00 (including VAT) for cutting back the hedges and vegetation at the Iron Room garden and to clear the neighbour's roof and gutters of the hazel and hedge at rear entrance to garden.
Resolved, proposed by Cllr Warren and seconded by Cllr de la Bedoyere and carried unanimously.

26/106 Allotments

- To note that the tenancy renewal documents will be issued by the Clerk.
The Clerk reported that there are currently five people on the allotment waiting list. The Council discussed concerns that some plots had not been maintained to the required standard. It was agreed that the renewal documents should include a reminder to tenants of their responsibility to comply with the terms of hire and maintain their plots to

the required standard. Cllrs Paterson and Brooks will identify which plots require an “uncultivated plot” letter for the Clerk to issue to the relevant tenants.

- b) To discuss the growth of Common Ragwort on allotment plots and donkey paddock and agree on any necessary action.

It was agreed that the Clerk will add a clause to the tenancy agreement requiring tenants to remove common ragwort from their plots. Common ragwort is listed under the Weeds Act 1959, and the Council has a legal obligation to require plot holders to control and remove the weed from their plots on a regular basis.

- c) To agree on the amount of rent increase for 2027.

The Council noted that the 2026 annual rent is £32 for a full plot and £19 for a half plot. The eight members present voted on the following proposals for the 2027 rent increase:

- Increase the annual rent by £2 – one vote in favour from Cllr Paterson.
- Increase the annual rent by £4 – two votes in favour from Cllr Houghton and Cllr Webb.
- Increase the annual rent by £8 – four votes in favour from Cllrs Warren, de la Bedoyere, White and Brooks.

Cllr McCarthy abstained from the vote.

It was therefore resolved that the 2027 allotment rent would increase by £8, proposed by Cllr de la Bedoyere and seconded by Cllr Warren. The Clerk will issue a notice of the rent increase with the renewal documents.

26/107

Financial Matters

- a) Aldbury Parish Council had successfully completed the annual audit. Notice of conclusion of audit and other statutory documents are being displayed on the noticeboards and website.

This was noted by the Council.

- b) To review and note the accounts including bank reconciliation, bank statement, monthly budget report and cashbook report.

The financial documents and reports were reviewed and agreed by the Council.

- c) To review the mid-year budget against actual expenditure and consider any variations.

The Council noted an overspent on stationary by £150 and audit fees by £76.

- d) To review level of reserves including Earmarked Reserves.

The current level of general reserve is 27,486.

The level of earmarked reserves is £26,013.50

- e) To review and agree Direct Debits and Standing Orders.

Direct Debits:

- Anglo Dutch Ltd monthly £27
- ICO yearly £47
- N Power Business solutions for streetlight power which varies on a monthly basis.

Standing Order:

- MW Agri Ltd £597.70 monthly

- f) To note receipt of income.

In August the Council received an interest of £147.33.

- g) To pass resolution to authorise schedule of payments.

Resolved, proposed by Cllr de la Bedoyere and seconded by Cllr Webb to authorise the schedule of payments:

BACS/DD/SO presented for payment at the meeting on 7 September 2026:

PAYEE	DESCRIPTION	AMOUNT including VAT where applicable
M Turczyn (Clerk)	Salary and HCC Pension contributions – August (Salary paid on 28.08.2026)	£1,486.05

HMRC Cumbernauld	Clerk's PAYE/NI August	£184.48
TEEC Ltd	Annual "Gov.uk" domain procurement	£42.00
Bidwells	Recreation Ground rent	£250.00
Bidwells	Allotment land rent	£425.00
Anglo Dutch Ltd (DD)	Monthly payroll provider fee	£27.00
N Power (DD)	Streetlights power (paid on 21.08.2026)	£111.52
M W Agri Ltd (SO)	Grass cutting (paid on 25.08.2026)	£595.70
M Turczyn	Clerk's mileage & expenses	£52.80

26/108 Meeting close at 21:17

Next Parish Council meeting will be held on 5th October 2026 at 8 pm.

ALDBURY PARISH COUNCIL WARDENS UPDATE: SEPTEMBER 2026

AREA	ALLOTMENTS & MILLENNIUM ORCHARD
TO CHECK	Fencing & gates, benches, trees, hedges & shrubs, grass height, signs, footpaths, housekeeping, ground conditions
INSPECTION DATES	04/09, 11/09, 18/09, 25/09
ISSUES TO REPORT	A visual inspection identified the following: - Footpaths were in good order, with clear waymarking and firm access throughout. Orchard routes remained identifiable, and grass height met specification. - Seating was generally sound, with some weathering noted and one bench requiring attention to fix moving slats. APC may wish to consider repair, or plan replacement. - All signage was clear, visible and legible. - Allotments were mostly found well maintained and presented to a good overall standard. Outstanding Items ❖ Outstanding public footpath defects remain unaddressed by DBC. APC may wish to request an update.

AREA	PLAYGROUNDS
TO CHECK	Equipment, Safety Information, Fencing & Gates, Benches, Trees, Grass height, General ground conditions, Empty litter bin.
INSPECTION DATES	04/09, 11/09, 18/09, 25/09 Tring Station 18/09
ISSUES TO REPORT	Both playgrounds were visually checked. The following was observed: - Two upright posts on the Log World apparatus were found to be unstable, and the supporting brackets require tightening to ensure the posts are sturdy – See Photo 1. All other play equipment at both sites was found to be satisfactory, subject to the outstanding items noted below. - Prominent ownership signage was displayed at each playground. - Grounds maintenance has, on occasion, fallen below specification requirements, particularly in relation to mowing height. - Significant grass dieback was noted at Tring Station Playground. APC may wish to consider remedial action in the autumn – See Photo 2. - The Aldbury Playground litter bin was emptied weekly. - Trees were visually checked, with no obvious defects identified. Outstanding Items ❖ Make good the gaps in the rubber safety surfacing beneath the swings to remove potential trip hazards. Action undertaken. ❖ Update playground signage to reflect current recommended standards. ❖ Level and restore the uneven ground beside the two-seat bird rocker. Action undertaken. ❖ Replace the decaying timber bench. Action undertaken. ❖ Attend to defective components on the Log World bridge at Aldbury Playground, replacing parts where necessary. ❖ Adjust the Aldbury Playground gate latch to achieve a smooth self-closing operation and meet the recommended minimum five-second closing delay.

AREA	RECREATION GROUND
TO CHECK	Tennis court, Basketball area, Pavilion, Fencing, Benches/seats, Logs, Trees & vegetation, Hedges, Grass height, car park, Litter & dog waste bins, Footpaths.
INSPECTION DATES	04/09, 11/09, 18/09, 25/09
ISSUES TO REPORT	A visual inspection of the Recreation Ground and associated assets was undertaken, with the following observations: - The site was generally well maintained, with footpaths clear, accessible, and appropriately waymarked. - The car park remained in good condition, with clearly defined parking bays and log barriers in place. Despite the barriers being regularly struck by vehicles, they continue to prevent unauthorised access to the field and represent good value, given the former ongoing costs associated with replacing damaged bollards. - The tennis court continued to meet a good standard, with clear line markings, a moss-free playing surface, and up to date signage detailing ownership, membership requirements and conditions of use. - Seating throughout the area was checked and found to be in good, usable condition. - DBC continued to empty the litter bins weekly. Both bins are now available for general and dog waste, allowing the previous dedicated dog-waste bin to be removed by DBC. Overall litter levels remained low. - No visible defects were noted in the tree stock. - The grass height was found on more than one occasion to be exceeding the mowing specification and not ideal for organised sport activities. Outstanding items ❖ Remove the graffiti from the external wall of the sports pavilion to restore the overall well managed appearance of the site. ❖ Address the uneven basketball court surface, which is currently unsuitable for recreational activities.

AREA	VILLAGE GREEN(S) & POND
TO CHECK	Benches, Trees, Pond, Grass height, Stocks, Litter Bins, Notice board.
INSPECTION DATES	04/09, 11/09, 18/09, 25/09
ISSUES TO REPORT	A visual inspection of the village greens, pond, and associated assets was undertaken, with the following observations: - Seating was found in satisfactory condition and suitable for continued use. - Grass height and cut was conforming to the required mowing standard. - Weekly litter bin servicing conducted by DBC took place. Litter picking continued across the village greens and pond surround. Low levels of litter observed. - Trees appeared healthy, with no apparent damage or obvious defects identified. - The notice board was neat, clear, and up to date, and continues to provide an important communication channel for those without internet access. - The overturned timber bollard by the pond has been reinstated.

AREA	HIGHWAY'S, PUBLIC FOOTPATHS & DITCHES
TO CHECK	Surfaces, Pedestrian routes, Signage, Drainage, Grit bins, Litter, Street lamps, Bollards, kissing gates, Notice board (Tring Station)
INSPECTION DATES	04/09, 11/09, 18/09, 25/09

ISSUES TO REPORT	A visual check of the highways, public footpaths, assets, and ditches was conducted, with the following observations noted: - Street lighting was visually inspected on 25 September, and all lights were found to be operational. - Litter picking was completed along Station Road, Stocks Road, New Ground Road, Malting Lane, Stonycroft, and Toms Hill to FP6. - HCC has provided an update regarding the poor road surface between the junction of London Road and the village of Aldbury (Ref. No. 102002135157). Carriageway repairs are now expected to commence before 31 March 2027. - A blocked drain outside Applegarth was reported to HCC again, as the highways inspector was reportedly unable to locate the drain (Ref. No. 202000006818) – See Photo 4. - A pothole near the pond was reported to HCC, with repairs expected to be completed by 13 October (Ref. No. 202000002936) – See Photo 5. - HCC has confirmed that the pothole by a drain near the entrance to Church Farm (retail units) has been repaired (Ref. No. 202000002927) – See Photo 6. - As previously reported, vegetation remains overgrown in the ditch south of Stonycroft. If not addressed, this could restrict water flow during the wetter months and increase the risk of flooding. - DBC attempted street cleaning in Stonycroft, although the work was reportedly hindered by parked vehicles obstructing access. - Fly-tipped nitrous oxide cylinders were removed from the footpath south of Stonycroft by DBC (Ref. No. FT-3936). - Motor vehicles were observed parking on the grass verge outside the post office. APC may wish to consider installing wooden bollards to prevent potential unsightly damage to the verge – See Photo 7. - HCC conducted carriageway resurfacing works in Trooper Road – See Photos 8 & 9. Outstanding Items (DBC/HCC) ❖ Replace the decayed Toms Hill Road nameplate — DBC Ref. Nos. 895084 and DSN-41. ❖ Reinstate the FP63 waymarker at Hitchins Field and the kissing gates on FP68 between Stonycroft and the former Isolation Hospital — DBC. ❖ Remove overgrown roadside vegetation between the Church and PF No. 50 — Ref. No. 102002140950. ❖ Reinstate the timber safety bollard opposite the school entrance — Ref. No. 102001996976. ❖ Repair the potholes on Stonycroft — Ref. No. 102001933985. ❖ Clear the blocked drains on Stocks Road — Ref. No. 102001527199; at Stocks Garden Cottages — Ref. No. 102001945376; and opposite the Church/telephone exchange — Ref. No. 102001932923.
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PHOTOGRAPHS



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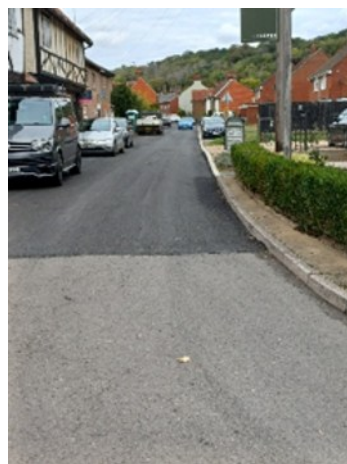
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Clerk's Report & Correspondence – APC Meeting on 5 October 2026

Matters for information and actions from previous meeting(s):

- APC has successfully secured £10,000 in grant funding from the National Lottery Community Fund towards the upgrade of the basketball court.
- The Clerk has raised invoices totalling £1,900 to Aldbury Sports Club.
- The Clerk has arranged to meet with two grass-cutting contractors to show them the areas requiring maintenance. Quotes will be available for consideration at the November meeting to assist with the budget-setting process.
- Invitation to the Annual Meeting of Hertfordshire Parish, Town and Community Councils and County Councillors - Tuesday 1 December 2026, 2pm to 5pm in Stevenage. Email with instructions on how to register (to attend in person or online) sent to members on 01.10.2026.
- A follow up email was sent to HCC regarding the damaged gateway on Toms Hill, no response was received yet.
- A follow up email was sent to HCC regarding the clearance of the ditch at Stoneycroft, no response was received yet.

Hertfordshire police – report from PCSO

No report was received.

Correspondence received:

- An email was received from a resident of Toms Hill Road requesting permission for a mini digger to access their property via the allotments to undertake emergency drainage works. The Clerk dealt with the enquiry.

1st September 2026

SJW SERVICES

Quotation for repair work in the Aldbury Childrens Play Park and Village.

1) Estimate for the equipment purchased from Wicksteed to repair the matting under the swings and the roundabout 4x kits at £200 each.

I would also remove the wood surrounding of the swings matting, it is rotting and presenting a trip hazard, better to let the grass grow up to the matting.

2) To replace the Bench Top in Oak £400, Pine or softwood would be much cheaper but unable to get the size required, also it would not last as long as the Oak.

These are the most costly items that require attention in the play park.

3) The rocking Frog spring refurb, attention to the rocking Chicken, and anchoring the Fort rope to the main structure can be done at a moderate low cost as can the bench by the pond.

Gosia was going to contact Wicksteed for the Forts blue bolt caps, Roundabout Bolt Caps, and the Log Worlds missing screws.

Estimate for this work is £2,200

Kindest Regards

Steve Welling

Colin Chambers

Independent Arboriculturalist

**12 The Green, Mentmore Buckinghamshire, LU7 0QF
07821 157747 windrush805@gmail.com**



**Visual Tree Assessment Report
for Aldbury Parish Council Land Holdings:
Recreation Ground, Village Centre, Iron Room, Allotments,**



September 2026

INSTRUCTION

I am invited by Gosia Turczyn on behalf of Aldbury Parish Council (APC) to visit the aforementioned land holdings, visually check all significant trees within the property and provide recommendations to manage all identifiable and significant risks from trees.

BACKGROUND

The basic principle underlying both the law of negligence in common law and the Occupier Liability Acts is that the owner of the land and trees owes a duty to take reasonable care to protect those reasonably likely to be affected. Subsequently, the tree owner or those responsible for them, must take steps to ensure that they are aware whether a tree is likely to cause problems and, if it is, should take appropriate remedial action as necessary to protect those who are reasonably likely to be adversely affected.

Guidance issued by the Government, the Forestry Commission and the Arboricultural Association advises that a tree survey is regularly undertaken by a professional tree surveyor. Failure to do so may leave those responsible liable to prosecution.

I am Colin Chambers and have the relevant experience and qualifications in the field of Arboriculture to undertake this inspection. I carry the appropriate insurance for such work.

THE SITE VISITS

I visited the sites during September 2026. The weather was breezy, still, and sunny.

The trees were surveyed from surrounding area. No climbing was undertaken and no root or soil samples were taken for analysis.

The tree inspection was based on the Visual Tree Inspection (VTI) as described in the proposal.

OVERVIEW

The trees for which APC are responsible are in the main, in good condition with little in the way of tree work required as a result of this survey.

Ownership of the trees on northern edge of Aldbury Recreation Ground has for some years been unclear. I have surveyed them anyway and made recommendation as I feel appropriate. Sorting out the ownership issue would be helpful.

There are many trees, particularly in the allotments, where ivy or other vegetation limits a full inspection. A lot of work would be required to achieve sufficient clearance and so in such instances I have used my experience to look at those parts of the tree that are visible and make a judgement.

There is a wide range of tree types and many in areas natural regeneration can occur. Tree cover looks assured for the foreseeable future without any further investment in new tree stock.

REPORT

The site map is numbered showing where the trees are located. A data sheet is supplied providing details of species, condition, works recommended, time scales for action and recommended time of next inspection.

Tree numbers:

Recreation Ground 1-24

Village Centre 25-27

Iron Room 28-38

Allotments 39 - 68

Most trees will be shown as individuals however larger number of trees may be placed in groups and given a general description.

Risk is based upon nature of defect and target area and so trees with similar defects may have different priorities.

STATUTORY PROTECTION

The protection status of trees can change (new Tree Preservation Orders can be made and new Conservation Areas can be designated) and so before authorising any tree works, you should contact your Local Planning Authority (LPA) (normally the local Council) to determine if the trees are covered by a Tree Preservation Order (TPO) or within a Conservation Area (CA).

If the trees are covered by a TPO, then statutory permission (via an application) is required before works can be carried out. If the property is within a CA, then the Council will require 6 weeks' notice prior to the tree works being undertaken, during which time a TPO may be served (if a tree is valuable enough in the local landscape).

ECOLOGICAL CONSTRAINTS

The Wildlife and Countryside Act 1981 (as amended by the Countryside and Rights of Way Act 2000) provides statutory protection to birds, bats and other species that inhabit trees. You are therefore advised to seek advice from an ecologist to check if any such constraints apply to this site before carrying out the recommended works.

The reports will be set out as follows:

Ref: Each item of vegetation has its own unique number prefixed by a letter such that:

T1=Tree **S2**= stump **G3**=Group **H4**=Hedge **W5**=Woodland **N6** = New Tree

Numbering is sequential irrespective of prefix.

Species: Common names are given.

Age: Indicates the estimated age the tree as one of the following categories:

- **Y - Young** - Usually less than 10 years' old
- **SM - Semi-Mature** - Significant future growth to be expected, both in height and crown spread (typically below 30% of life expectancy)

- **EM - Early-Mature** - Full height almost attained. Significant growth may be expected in terms of crown spread (typically 30-60% of life expectancy)
- **M - Mature** - Full height attained. Crown spread will increase but growth increments will be slight (typically 60% or more of life expectancy)
- **V - Veteran** - A level of maturity whereby significant management may be required in order to keep the tree in a safe condition
- **OM - Over Mature** - As for veteran except management is not considered worthwhile

Physiological: Indicates the physiological condition of the tree as one of the following categories:

- **Normal** - Healthy tree with no symptoms of significant disease
- **Fair** - Tree with early signs of disease, small defects, decreased life expectancy, or evidence of less-than-average vigour for the species
- **Poor** - Significant disease present, limited life expectancy, or with very low vigour for the species and evidence of physiological stress
- **Very poor** - Tree is in advanced stages of physiological failure and is dying
- **Dead** - No leaves or signs of life

Structural: Indicates the structural condition of the tree as one of the following categories:

- **Normal** - No significant structural defects noted
- **Fair** - Some structural defects noted but remedial action may not required be at present
- **Poor** - Significant defects noted resulting in a tree that requires regular monitoring or remedial action
- **Very poor** - Major defects noted that compromise the safety of the tree. Remedial works or tree removal is likely to be required.
- **Dead** - No leaves or signs of life

VTI – Visual Tree Inspection

1 (tree coloured green) – No issues noted (at present) - These trees are considered to be in good condition / acceptable location with no significant defects noted

2 (tree coloured amber) – Be aware - These trees are either located in an unsustainable position (a large species of tree close to property for example) or defects have been noted that could lead to future problems. Recommendations may be made to remove the tree or the defects or reduce the defects to an acceptable level. Inspection regime may have shortened to less than 3 years.

3 (tree coloured red) – Take action - These trees are considered to be hazardous to life and property and cannot be made safe by remedial works alone. These trees will need to be removed

Survey Notes: Where appropriate tree form and pruning history are recorded along with an account of any significant defects

Recommendations: Recommendations are usually based on any defects observed and intended to ensure that the tree is maintained in an acceptable condition

Timescale: Depending upon the threat posed by the tree, and the likelihood of failure, any recommendations made should be carried out according to the time scale which is expressed in months.

Note: Risk can't be completely removed and the full extent of a defect cannot always be seen from the ground and in certain weather conditions, defects can worsen. Hence, it is always best to get on and undertake recommended works as soon as possible. There is no such thing as a 'safe' tree.

Re Inspection Period: An interval of 6 months, 1 year, 1.5 years, 3 years or 5 years is allocated before the next inspection is due. Wherever practical, consideration should be given to seasonal changes so that deciduous trees are not always surveyed in winter when they have no leaves, or in summer when leaves may obscure branches within the upper crown.

EXPERIENCE AND QUALIFICATION

I have worked in the field of tree maintenance and management since 1970.

I worked in the Borough of Harrow at the time of the Dutch Elm Disease epidemic on trying to save the elms through programmes of inspection, sanitisation and injection.

I have been responsible for the management of major populations of trees and woodlands for three Boroughs in West London before ten years spent as Trees and Woodlands Manager at Dacorum Borough in Hertfordshire.

I have managed a National Nature Reserve and a number of Sites of Special Scientific Interest.

I am now working as an independent undertaking tree inspections and surveys for planning applications.

I have Certificates in Arboriculture from the Royal Forestry Society and Surrey County and the Certificate of Professional Tree Inspection (refreshed 2023)

APC Recreation Ground – Tree Data 2026

H001	Mixed species (Mixed species)	Hedge	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Blackthorn, Hawthorn, Hazel, Elder, Dogwood	No action required at present.	No Action
T002	Field maple (Acer campestre)	Multi stemmed	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Opposite 54 Stocks Road. Overhead wires within crown. 26th September 26 - Field maple joined by elm and hawthorn.	No action required at present	No Action
H003	Mixed species (Mixed species)	Hedge	Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Dogwood, Blackthorn, Ash, Field Maple, Elder, Hazel	No action required at present.	No Action

G004	Mixed species (Mixed species)	Multi stemmed	Early Mature	Be aware	Normal	Fair	3 Years	CROWN HEALTH Appears normal CROWN STRUCTURE Appears normal Overhangs building TRUNK Ivy (moderate/heavy) ROOTS Appears normal NOTES: Ownership not established. Holly, Hazel, Elm, Field Maple, Hawthorn, Elder. 26th September 26 - holly near practice ring looking stressed (drought ?)	Fell dead elm adj footpath under wire. Fell dead section of hazel, next to bridleway and opposite large birch.	3 Months
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T005	Pedunculate oak (<i>Quercus robur</i>)	Maiden	Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH Some deadwood but appears stable CROWN STRUCTURE Appears normal TRUNK Fistulina hepatica (Beefsteak fungus) ROOTS As above NOTES: Ownership not established. Either resistograph or Picus test should be undertaken to determine the extent of any decay and establish a baseline. This tree has shed two limbs in the past, highly unlikely the shedding was foreseeable and not unusual for mature oaks. 26th September 26 - test was undertaken shortly after last survey - results showed no action required.		
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G006	Mixed species (Mixed species)	Maiden Multi stemmed	Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal NOTES: Ownership not established. Holly, Hazel, Hawthorn Limited decay at g/l on holly by cut through in field corner, appears stable. 26th September 26 - no change	No action required at present.	No Action
T007	Pedunculate oak (<i>Quercus robur</i>)	Maiden	Semi Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Planted by Steph and Colin Chambers in memory of Lauren Chambers	No action required at present.	No Action
T008	Pedunculate oak (<i>Quercus robur</i>)	Maiden	Mature	Be aware	Poor	Fair	N/A - Tree being felled	CROWN HEALTH Sparse foliage Crown die back CROWN STRUCTURE Limb was shed many years ago TRUNK Appears normal ROOTS Appears normal NOTES: No obvious reason for decline. 26th September 26 - Decline has continued, tree now almost leafless.	Fell tree to ground level or leave standing trunk for nature conservation benefit.	3 Months

T009	Pedunculate oak (<i>Quercus robur</i>)	Maiden	Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change		
T010	Common hawthorn (<i>Crataegus monogyna</i>)	Maiden	Early Mature	Acceptable	Fair	Fair	3 Years	CROWN HEALTH Sparse foliage Supressed CROWN STRUCTURE Appears normal TRUNK Appears normal ROOTS Appears normal 26th September 26 - no change	No action required at present.	No Action
T011	Pedunculate oak (<i>Quercus robur</i>)	Maiden	Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH, STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change		
T012	Common hawthorn (<i>Crataegus monogyna</i>)	Maiden	Early Mature	Acceptable	Fair	Fair	3 Years	CROWN HEALTH Sparse foliage Supressed CROWN STRUCTURE Appears normal TRUNK Appears normal ROOTS Appears normal 26th September 26 - no change	No action required at present.	No Action
T013	Wild cherry (<i>Prunus avium</i>)	Maiden	Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action

T014	Common hawthorn (<i>Crataegus monogyna</i>)	Maiden	Mature	Acceptable	Fair	Normal	3 Years	CROWN HEALTH Sparse foliage Supressed CROWN STRUCTURE Appears normal TRUNK Appears normal ROOTS Appears normal 26th September 26 - no change	No action required at present.	No Action
T015	Pedunculate oak (<i>Quercus robur</i>)	Maiden	Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T016	Common hawthorn (<i>Crataegus monogyna</i>)	Maiden	Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH Sparse foliage Supressed CROWN STRUCTURE Appears normal TRUNK Ivy (moderate/heavy) ROOTS Appears normal 26th September 26 - no change	No action required at present.	No Action
T017	Wild cherry (<i>Prunus avium</i>)	Maiden	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T018	Common hawthorn (<i>Crataegus monogyna</i>)	Maiden	Mature	Acceptable	Fair	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action

T019	Elder (<i>Sambucus nigra</i>)	Multi stemmed	Mature	Acceptable	Fair	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T020	Common hawthorn (<i>Crataegus monogyna</i>)	Maiden	Mature	Acceptable	Fair	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
G021	Mixed species (<i>Mixed species</i>)	Maiden	Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal NOTES: Native cherry, Beech, Hawthorn Beech (5) planted by Colin Chambers c.1988, Aldbury won them for coming 2nd in best village of Herts competition. Now of poor form having been ravaged by grey squirrels. 26th September 26 - no change	No action required at present.	No Action
T022	Common hawthorn (<i>Crataegus monogyna</i>)	Maiden	Early Mature	Acceptable	Fair	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action

T023	Common hawthorn (<i>Crataegus monogyna</i>)	Maiden	Mature	Be aware	Fair	Normal	3 Years	CROWN HEALTH Sparse foliage Crown die back CROWN STRUCTURE Appears normal TRUNK Appears normal ROOTS Appears normal NOTES: Showing some vigour from lower down 26th September 26 - die back has increased	Remove deadwood by cutting right back to live growth	3 Months
G024	Cherry plum (<i>Prunus cerasifera</i>)	Maiden Active coppice		Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal NOTES: Group is combination of trees and emerging growth from rootstock following coppicing. 26th September 26 - no change	No action required at present.	No Action



APC Recreation Ground – Tree Positions 2026

APC Village Centre – Tree Data 2026

Ref.	Species	Form	Life Stage	VTI	Physiological	Structural	Re inspection period	Survey Notes	Recommendations	Timescale
T025	European lime (<i>Tilia x europaea</i>)	Maiden	Mature	Acceptable	Fair	Normal	3 Years	CROWN HEALTH Appears normal CROWN STRUCTURE Appears normal TRUNK Appears normal ROOTS Appears normal	No action required at present.	No Action
T026	Pedunculate oak (<i>Quercus robur</i>)	Maiden	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH Appears normal Lime chlorosis CROWN STRUCTURE Appears normal TRUNK Appears normal ROOTS Appears normal NOTES: Replacement tree for original elm that would have died in the early 70's. Used to have a block of the old Elm wood wired to the tree stakes.	No action required at present.	No Action

T027	Field maple (<i>Acer campestre</i>)	Maiden	Newly planted	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Acer campestre 'Queen Elizabeth' - Planted (2023) by members of Aldbury Parish Council to commemorate the reign of Queen Elizabeth II	No action required at present.	No Action
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APC Village Centre – Tree Positions 2026

APC Iron Room – Tree Data 2026

Ref.	Species	Form	Life Stage	VTI	Physiological	Structural	Re inspection period	Survey Notes	Recommendations	Timescale
H028	English yew (<i>Taxus baccata</i>)	Hedge	Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T029	Rowan (<i>Sorbus aucuparia</i>)	Maiden Multi stemmed Swept	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T030	Elder (<i>Sambucus nigra</i>)	Maiden	Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T031	Rowan (<i>Sorbus aucuparia</i>)	Maiden	Mature	Acceptable	Dead	Normal	N/A - Tree being felled	26th September 26 - tree now gone	No action required at present.	No Action
T032	Hazel (<i>Corylus avellana</i>)	Maiden Multi stemmed	Semi Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Hazel x 2	No action required at present.	No Action

H033	Mixed species (Mixed species)	Hedge	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Beech, Western Red Cedar, Lawson Cypress, Elder, Viburnum	No action required at present.	No Action
T034	Lawson cypress (<i>Chamaecyparis lawsoniana</i>)	Maiden	Semi Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - 1 of the cypress looking dead following the 2026 drought. Fairly small, allow to be covered by ivy. NOTES: Cypress x 2	No action required at present.	No Action

T035	Prunus (<i>Prunus sp.</i>)	Maiden	Newly planted	Acceptable	Normal	Normal	3 Years	CROWN HEALTH, STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Planted by Tring Station Residents Association to commemorate the coronation of King Charles III	No action required at present.	No Action
T036	Wellingtonia (<i>Sequoiadendron giganteum</i>)	Maiden	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
G037	Mixed species (<i>Mixed species</i>)	Multi stemmed	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Lawson Cypress, Dogwood, Bamboo	No action required at present.	No Action

G038	Common box (<i>Buxus sempervirens</i>)	Lapsed hedge	Mature	Acceptable	Fair	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
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APC Iron Room – Tree Positions 2026

APC Allotments – Tree Data 2026

Ref.	Species	Form	Life Stage	VTI	Physio	Struct	Re inspection period	Survey Notes	Recommendations	Timescale
G039	Mixed species (Mixed species)	Maiden Co-dominant stem	Early Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH Appears normal CROWN STRUCTURE Tight forks (main limbs) TRUNK Appears normal ROOTS Appears normal NOTES: Contains - Ash, Walnut (grown from seed and planted by Vic Watts of Aldbury, circa 1994), Rowan, Birch, Maple, Spindle. Some tight forks on larger trees but appear stable. 26th September 26 - no change	No action required at present.	No Action

T040	Whitebeam (<i>Aria edulis</i>)	Maiden	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Planted by Colin Chambers and The Davies family (of Aldbury) in memory of Lauren Chambers.	No action required at present	No Action
T041	Whitebeam (<i>Aria edulis</i>)	Maiden	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Planted by Colin Chambers and The Davies family (of Aldbury) in memory of Lauren Chambers.	No action required at present	No Action
G042	Prunus (<i>Prunus sp.</i>)	Maiden Multi stemmed	Semi Mature	Acceptable	Fair	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Group of plum like trees, some die back but appears stable.	No action required at present.	No Action

T043	Sycamore (<i>Acer pseudoplatanus</i>)	Maiden	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T044	Mixed species (<i>Mixed species</i>)	Maiden Multi stemmed	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Contains - Elder, Cherry Plum	No action required at present.	No Action
G046	Mixed species (<i>Mixed species</i>)	Maiden Multi stemmed	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Consists of Hazel, Blackthorn, Elder, Field Maple, Elm	No action required at present.	No Action
T047	Not identified (<i>Not identified</i>)	Trunk	Dead	Acceptable	Dead	Very poor	N/A - Tree being felled	CROWN HEALTH Dead NOTES: Old trunk, colonised in ivy and rocking a little, liable to topple over. 26th September 26 - now felled.	No action required at present.	

T048	Field maple (<i>Acer campestre</i>)	Maiden Multi stemmed	Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Inspection limited by ivy	No action required at present.	
T049	Field maple (<i>Acer campestre</i>)	Maiden Multi stemmed	Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appears normal. 26th September 26 - no change NOTES: Inspection limited by ivy	No action required at present.	No Action
T050	Common ash (<i>Fraxinus excelsior</i>)	Maiden Multi stemmed	Early Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	
G051	Mixed species (<i>Mixed species</i>)	Maiden Multi stemmed	Early Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH, STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Contains - Elder, Beech, Hawthorn, Hazel, Blackthorn	No action required at present.	No Action

T052	Field maple (<i>Acer campestre</i>)	Maiden Multi stemmed	Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Inspection limited by ivy	No action required at present.	No Action
T053	Elder (<i>Sambucus nigra</i>)	Maiden Multi stemmed	Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Inspection limited by scrub, ownership uncertain.	No action required at present.	No Action
T054	Cherry plum (<i>Prunus cerasifera</i>)	Maiden Multi stemmed	Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Inspection prevented by scrub	No action required at present.	No Action
T055	Silver birch (<i>Betula pendula</i>)	Maiden	Early Mature	Be aware	Poor	Normal	1 Year	STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - CROWN HEALTH - Die back NOTES: Inspection limited by scrub.	No action required at present.	No Action

T056	Silver birch (<i>Betula pendula</i>)	Maiden	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Inspection limited by scrub	No action required at present.	No Action
T057	Raywood ash (<i>Fraxinus angustifolia oxycarpa</i>)	Maiden	Early Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH Appears normal CROWN STRUCTURE Tight forks (main limbs) Branches growing into wires Weak attachments TRUNK Appears normal ROOTS Appears normal NOTES: Next to power line post 3. Weak fork at 5 metres, failure foreseeable, however low target area around. V close to power lines, if a contractor goes to all the trouble of having the supply shut off then take whole tree down. 26th September 26 - rival has been reduced, ivy limiting inspection.	No action required at present.	

T058	Sycamore (<i>Acer pseudoplatanus</i>)	Maiden	Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Inspection limited by ivy	No action required at present.	No Action
T059	Common ash (<i>Fraxinus excelsior</i>)	Maiden	Early Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Inspection limited by scrub / ivy	No action required at present.	No Action
T060	Common hawthorn (<i>Crataegus monogyna</i>)	Crown reduced	Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Inspection limited by scrub	No action required at present.	No Action
T061	Wild cherry (<i>Prunus avium</i>)	Maiden	Semi Mature	Acceptable	Fair	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Inspection limited by scrub and ivy	No action required at present.	No Action

T062	Whitebeam (<i>Aria edulis</i>)	Maiden	Semi Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T063	Sorbus (<i>Sorbus sp.</i>)	Maiden	Semi Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T064	Apple (<i>Malus sp.</i>)	Maiden	Semi Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T065	Hornbeam 'Fastigiata' (<i>Carpinus betulus 'Fastigiata'</i>)	Maiden	Early Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T066	Field maple (<i>Acer campestre</i>)	Maiden	Mature	Acceptable	Normal	Fair	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change NOTES: Ownership unclear. Inspection limited by hedge	No action required at present.	No Action

T067	Field maple (<i>Acer campestre</i>)	Maiden	Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH,STRUCTURE, TRUNK & ROOTS - Appear normal. 26th September 26 - no change	No action required at present.	No Action
T068	Wild cherry (<i>Prunus avium</i>)	Maiden	Mature	Acceptable	Normal	Normal	3 Years	CROWN HEALTH Appears normal CROWN STRUCTURE Tight forks (main limbs) TRUNK Exudates ROOTS Appears normal NOTES - 26th September 26 - appears stable	No action required at present.	No Action



APC Allotments – Tree Positions 2026

ALDBURY ALLOTMENT SITE RISK ASSESSMENT

Site / Allotment:	Aldbury Trooper Road	Assessment date:	29 September 2026
Assessor:	Gosia Turczyn Clerk Cllr Paterson Cllr Brooks	Review date:	At least annually and after significant change/incident
Responsible organisation:	Aldbury Parish Council	Version:	1.0
Persons exposed:	Plot holders, volunteers, visitors, contractors, children and other members of the public	Assessment type:	General site assessment
Scope:	Common areas, access routes, plots, communal facilities, water troughs and small plot ponds, donkey paddock		

Purpose: to identify foreseeable hazards, record existing controls and set proportionate further actions.

Hazard / activity	Who may be harmed	Risk(s) Identified	Risk Level L/M/H	Potential Impact L/M/H	Controls / precautions	Responsible/ Action by who	Monitoring / review
1. Uneven ground, potholes, mud, roots and trip hazards	All site users	Slips, trips and falls; sprains, fractures; mud transfer onto paths. Poorly maintained paths and entrances can present a hazard.	L	L	Inspect paths and communal areas; keep routes reasonably level and clear; repair potholes; cut back encroaching vegetation; provide suitable drainage; remove loose debris; warn/segregate areas during repairs; maintain good housekeeping.	It is the tenant's responsibility to maintain paths around their plots. Some paths are maintained by the Parish Council (contractor)	Routine inspection; defects logged and repaired when necessary
2. Slippery surfaces, algae/moss and standing water	All site users	Slip/fall, particularly around taps, troughs and ponds	L	L	Prevent overflow and leaks; maintain drainage; keep access points clear; remove excessive algae/moss where practicable; provide stable non-slip standing areas at communal taps/troughs; restrict access during cleaning/repair.	Plot holders and Parish Council (maintenance of water troughs)	Check after heavy rain and during routine inspections
3. Water troughs – drowning/fall	Children, visitors	water butts and troughs can be a hazard to young	M	M	Children must be supervised by an adult at all times.	Aldbury Parish Council, the parish warden	Visual check at least weekly by the parish warden and after

into water		children, immersion, cold-water shock, injury from falling against trough			Use stable, sound troughs; prevent tipping; keep surrounding ground firm and free of obstructions; provide a safe means of escape where reasonably practicable for larger/deeper troughs; do not allow children to play around troughs; display water hazard signage where appropriate; inspect condition and water level.	and plot holders	damage/extreme weather
4. Water troughs – contamination and hygiene	Children, visitors, plot holders	Contact with contaminated water; gastrointestinal/skin illness; possible exposure to animal-associated organisms	M	M	Children must be supervised by an adult at all times. Troughs must not be used to rinse sprays, containers, equipment and tools.	Aldbury Parish Council and plot holders	Cleaning/inspection record; investigate unusual contamination or animal access
5. Small plot ponds – fall, unstable edges	Children, visitors, plot holders	Fall, drowning entrapment	M	M	Children must be supervised at all times. Ponds on allotment sites to be well sign-posted. Borders/barriers in place. Edges of the pond clearly visible and defined, with no steep or slippery banks. Slip / tripping hazards eliminated from the surrounding Area. For smaller ponds, steel, rigid mesh fixed over the top of the pond, which is firmly secured and regularly checked for signs of deterioration. Appropriate warning signs posted if applicable ('No unaccompanied children', 'deep water' etc.) Algal scum should be removed	Plot holders	Inspect barriers/pond edges regularly and after weather or damage

					regularly, avoiding skin contact. Areas must be regularly checked for any particularly hazardous plants such as giant hogweed. Guidance was provided to allotment holders and it is now included in the tenancy agreement.		
6. Hand tools, sharp tools and powered garden machinery	Plot holders, volunteers, contractors, visitors	Cuts, eye injuries, amputations, impact injuries, noise exposure	M	M	Use suitable tools in good condition; follow manufacturer instructions; wear task-appropriate PPE; keep guards in place; do not leave sharp tools unattended; store securely; keep children away from machinery in use; only competent/authorised persons operate powered equipment; isolate before clearing blockages.	Plot users, contractors	Pre-use checks; periodic equipment inspection
7. Manual handling – soil, compost, water containers, paving and equipment	Plot holders, volunteers, contractors	Strains, back injuries, crush injuries	L	L	Use smaller loads; use wheelbarrows/trolleys; store heavy materials at sensible heights; use mechanical assistance where available; provide task guidance.	Plot holders, contractors	Review when heavy materials or new equipment are introduced
8. Chemicals, fertilisers, pesticides and fuels	Plot holders, visitors, children,	Poisoning, burns, dermatitis, fire; environmental contamination	M	M	Prefer non-chemical controls. Store products securely, labelled and in original containers; follow label/SDS instructions; restrict access by children; keep chemicals away from ponds, drains and water troughs; use PPE specified by the product; dispose of waste lawfully; keep spill materials available.	Plot holders, contractors	Storage inspection; review substances annually or on change
9 Bonfires	All site users, neighbours,	Burns, smoke inhalation, fire	M	M	Only permit fires under site rules	Plot holders	Check local restrictions and site

	vegetation/wild life	spread			and applicable local restrictions; designate safe areas; keep away from sheds, fences, dry vegetation and water features; never leave unattended; keep suitable means of extinguishing fire available; fully extinguish before leaving; prohibit burning hazardous materials.		rules; monitor dry/windy conditions Bonfires are prohibited between 15 th April to 15 th October or at any time when the outdoor temperature is over 18°C. Bonfires should never be left unattended or placed near paths or cause excessive nuisance to neighbouring plots or properties. Burning 'man-made' materials is prohibited.
10. Sheds, fences, gates and structures	All users	Collapse, impact, cuts, trapped fingers, unauthorised access	L	L	Inspect structures; repair defective panels, roofs and gates; keep access routes clear; secure unstable structures; do not allow DIY alterations to communal structures without approval. Sheds must be maintained in a safe condition. If damaged or derelict, the structure must be removed safely.	Plot holders/ Aldbury Parish Council (footpath access gates only)	Periodic inspection by plot holders and after severe weather
11. Waste, glass, scrap metal and discarded materials	All users, children, wildlife	Cuts, puncture wounds, trips, vermin	L	L	Remove rubbish promptly; prohibit fly-tipping; store reusable materials safely; segregate sharps/glass; use suitable waste containers; inspect neglected plots/common areas; wear gloves for waste handling.	Plot holders/ Aldbury Parish Council	Weekly inspections by the parish warden
12. Weather, heat, cold, storms and flooding	All users, especially older/ vulnerable people	Heat illness, dehydration, hypothermia, slips, falling branches, flooding	L	L	Check weather forecasts for planned work; stop work near trees/structures during high winds; inspect after storms/flooding; prevent access to unsafe flooded areas.	Plot holders/ Aldbury Parish Council (trees and hedges)	Weather-dependent checks
13. Children and visitors	Children, visitors, plot	Drowning, cuts, poisoning,	M	M	Site rules should make clear that	Visitors, plot holders,	Review following incidents/near

on site The allotment site is a shared open space with the children's playground (fenced) children might be occasionally wandering around allotment plots and around the donkey paddock	holders	machinery injury, trips, bites from the donkeys			children must be closely supervised by their accompanying adult. Keep hazardous tools, chemicals and machinery secured. Control access to ponds/troughs the donkey paddock and other hazards. Use warning signs/barriers where appropriate. Do not assume a child understands water hazards. Always wash hands after touching the donkeys and use anti-bacterial hand gel.	parents/ guardians	misses and when site layout changes Signs must be put up where necessary
14. Common Ragwort listed in the Weeds Act 1959 and makes it a serious weed of paddocks and pastures.	Livestock – Donkey paddock	Poisonous to horses and other livestock. The ingestion of green or dried ragwort by grazing animals can cause serious liver damage and can be fatal.	H	H	To safely remove ragwort, wear waterproof gloves, pull or dig out the entire plant (including roots) before it seeds, and dispose of it securely by composting in an enclosed area, rotting down, or burning away from livestock.	Plot holders/ donkey paddock holder	If any plot borders grazing land or land used as a paddock, then it is prudent to control ragwort.

Specific water controls and site rules

- **Children:** children should be closely supervised by their accompanying adult whenever they are on the allotment site, particularly near any pond, trough, water butt or other water feature.
- **Ponds:** plot holders must not create a pond that creates an uncontrolled access or drowning risk. Pond edges, barriers and any grille must be maintained in safe condition. A flimsy cover is not an adequate child-safety control.
- **Troughs:** troughs must be stable, maintained and located so far as practicable away from main pedestrian routes. Any leak or overflow must be rectified promptly.
- **Water quality:** pond and non-potable trough water must not be used for drinking. Users should wash hands after contact with dirty/stagnant water and before eating.
- **Chemicals:** pesticides, fertilisers, fuels and other contaminants must be kept away from ponds and water troughs. Never dispose of chemicals or wash chemical equipment into water features or drains.
- **Access:** keep emergency access routes clear and make the site's location and access instructions available to emergency services. Parking at the allotments is strictly for allotment tenants and the Parish Council members.

Aldbury Parish Council Investment Policy

1. Introduction

This Investment Policy sets out the framework for managing the surplus funds of the Parish Council. The policy aims to ensure that public funds are invested prudently, securely, and in a manner that supports the Council's statutory responsibilities and financial objectives.

The Council recognises that all investments carry some degree of risk and will seek to balance security, liquidity, and yield in that order of priority.

This policy had been created under guidance issued by the Secretary of State for Communities and Local Government in accordance with the Local Government Act 2003. The extant guidance was issued by DCLG (Department for Communities and Local Government's statutory guidance on local government investments) in 2010. (Section 15 (1) (a) 2003 Act)

2. Objectives

The general policy objective of the council is prudent investment of its balances. The council's investment priorities are:

- Security of reserves
- Liquidity of investments
- Yield of investments

The council will aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity.

3. Investment Types

The Council may invest in:

- Instant access deposit accounts.
- Notice deposit accounts.
- Fixed-term deposit accounts.
- UK banks and building societies authorised by the Prudential Regulation Authority (PRA).
- UK Government-backed investments and instruments.
- Local Authority deposit schemes where appropriate.

The Council shall not invest in:

- Equities or shares.
- Corporate bonds.
- Derivatives.
- Cryptocurrencies.

- High-risk investment schemes.
- Any investment whose capital value may fluctuate significantly.

4. Investment Strategy and Processes

4.1 The council shall diversify its reserves between multiple relatively highly rated UK banks and building societies. The council shall only use specified investments as defined by DCLG guidance

4.2 A significant percentage of the council's bulked reserves, shall be placed on interest bearing term/notice deposits.

4.3 To retain liquidity these shall be placed with laddered maturities i.e. there will always be some maturing sooner than others.

4.4 No one investment shall be for a period longer than 12 months.

4.5 The council shall only invest with banks/building societies which it defines as 'High Credit Quality' is defined as a minimum long-term credit rating of A- or equivalent (Moody's A3, Standard & Poor's A-, or Fitch A-)

4.6 Investments shall be decided and placed by the Responsible Financial Officer having used due diligence including, as a minimum, independent financial comparison tool and ratings agencies:

- a. This shall be following full council approval of the investment strategy (if outside of current APC arrangements/schemes)
- b. The actual movement of money shall be by the usual authorised signatories as set put in the APC's Financial Regulations
- c. All investment decisions shall be approved by resolution of the Council and recorded in the minutes.

4.7 The procedure for undertaking investments, considering the need for timely and speedy placing of deals shall be documented by the Responsible Financial Officer and approved by Council before any investments are placed.

4.8 The Responsible Financial Officer shall review credit ratings of organisations in which the council holds investments on a quarterly basis. Should the credit rating of an organisation fall below that specified under Section 4.5, the Responsible Financial Officer shall consult with the Council and take the appropriate action.

4.9 The Responsible Financial Officer shall ensure that any bank deposits are held, wherever possible, under the protection limits of the Financial Services Compensation Scheme (£120,000 per UK authorised bank or building society December 2025, Parish

Council balances are covered under this scheme if annual turnover is less than EUR 500,000 (about £430,589, using the required 3 July 2025 exchange rate).

5. Reporting and Review

The RFO shall provide:

- A summary of investments as part of regular financial reports.
- Details of interest earned.
- Information on any significant changes in investment risk.

The Council will review this policy annually and whenever there are significant legislative or financial changes affecting local authority investments.

This policy was adopted by the Aldbury Parish Council at its meeting held on:

Review Date:

**Bank Reconciliation Statement as at 30/09/2026
for Cashbook 1 - Unity Trust A/C**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust A/C	30/09/2026		40,365.34
			<u>40,365.34</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			40,365.34
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			40,365.34
		Balance per Cash Book is :-	40,365.34
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

14:27

Detailed Receipts & Payments by Budget Heading 30/09/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 General Income							
1076 Precept	35,638	35,638	(0)			100.0%	
1080 Interest Received	868	1,150	282			75.4%	
General Income :- Receipts	36,506	36,788	282			99.2%	0
Net Receipts	36,506	36,788	282				
200 Precept Expenses							
4000 Clerk's Salary	6,993	14,997	8,004		8,004	46.6%	
4002 Clerk's WFH Allowance	144	288	144		144	50.0%	
4005 PAYE/NI/HMRC (EE & ER)	1,088	1,978	890		890	55.0%	
4010 Pension (EE & ER)	1,816	3,564	1,748		1,748	50.9%	
4055 Payroll Provider	165	300	135		135	55.0%	
4060 Staff Training	0	50	50		50	0.0%	
4065 Councillor Training	0	100	100		100	0.0%	
4070 Stationery	202	50	(152)		(152)	404.0%	
4075 IT Support	864	900	36		36	96.0%	
4080 Website	35	100	65		65	35.0%	
4085 Expenses	214	600	386		386	35.7%	
4090 Audit Fees	676	600	(76)		(76)	112.6%	
4095 Bank Charges	42	84	42		42	50.0%	
4100 Room Hire	0	300	300		300	0.0%	
4105 Insurance	1,261	1,261	0		0	100.0%	
4110 Subscriptions	622	660	38		38	94.3%	
4130 Playground Inspection	186	200	14		14	93.0%	
4145 Street Light Power	748	1,900	1,152		1,152	39.4%	
4150 Street Light Maintenance	2,739	0	(2,739)		(2,739)	0.0%	2,739
Precept Expenses :- Indirect Payments	17,794	27,932	10,138	0	10,138	63.7%	2,739
Net Payments	(17,794)	(27,932)	(10,138)				
6000 plus Transfer from EMR	2,739	0	(2,739)				
Movement to/(from) Gen Reserve	(15,055)	(27,932)	(12,877)				
300 Special Projects							
4200 Sinking Fund Playground	0	1,000	1,000		1,000	0.0%	
4210 Sinking Fund Pond	0	1,000	1,000		1,000	0.0%	
4260 Community Projects	4,510	0	(4,510)		(4,510)	0.0%	4,510
4270 Trees	625	1,000	375		375	62.5%	
4275 Allotment Maintenance	809	2,000	1,191		1,191	40.5%	
Special Projects :- Indirect Payments	5,944	5,000	(944)	0	(944)	118.9%	4,510
Net Payments	(5,944)	(5,000)	944				
6000 plus Transfer from EMR	4,510	0	(4,510)				
Movement to/(from) Gen Reserve	(1,434)	(5,000)	(3,566)				

Continued over page

Detailed Receipts & Payments by Budget Heading 30/09/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
400 Concurrent Services							
1100 Concurrent Services	7,066	7,066	(0)			100.0%	
1110 Village Warden Grant	591	591	0			99.9%	
1130 Allotment Rent	79	1,620	1,541			4.9%	
1140 Tennis Club	80	100	20			80.0%	
1150 Sports Club Rent	0	1,900	1,900			0.0%	
1170 Grants Received	9,000	0	(9,000)			0.0%	
1180 Wayleave	0	40	40			0.0%	
Concurrent Services :- Receipts	16,816	11,317	(5,499)			148.6%	0
4300 Grants (S137)	500	700	200		200	71.4%	
4305 Churchyard	0	600	600		600	0.0%	
4310 Open Spaces Grass	2,959	6,100	3,141		3,141	48.5%	
4315 Open Spaces	630	900	270		270	70.0%	
4320 Rec & Allotment Rent	1,600	1,850	250		250	86.5%	
4325 Playground Maintenance	0	500	500		500	0.0%	
4330 Village Warden	496	2,000	1,504		1,504	24.8%	
4335 Pond	0	250	250		250	0.0%	
4340 Parish Grants (s133)	0	1,400	1,400		1,400	0.0%	
Concurrent Services :- Indirect Payments	6,185	14,300	8,115	0	8,115	43.3%	0
Net Receipts over Payments	10,630	(2,983)	(13,613)				
999 VAT Data							
115 VAT on Receipts	4,719	0	(4,719)			0.0%	
VAT Data :- Receipts	4,719	0	(4,719)				0
515 VAT on Payments	1,964	0	(1,964)		(1,964)	0.0%	
VAT Data :- Indirect Payments	1,964	0	(1,964)	0	(1,964)		0
Net Receipts over Payments	2,755	0	(2,755)				
Grand Totals:- Receipts	58,041	48,105	(9,936)			120.7%	
Payments	31,888	47,232	15,344	0	15,344	67.5%	
Net Receipts over Payments	26,153	873	(25,280)				
plus Transfer from EMR	7,249	0	(7,249)				
Movement to/(from) Gen Reserve	33,402	873	(32,529)				

Aldbury Parish Council

Summary Receipts and Payments for Year Ended 30th September 2026

Last Year Ended 31st March 2026		Current Year Ended 30th September
Operating Income		
36,617.21	General Income	36,505.86
24,893.79	Concurrent Services	16,815.78
1,853.72	VAT Data	4,719.06
63,364.72	Total Receipts	58,040.70
Running Costs		
39,625.80	Precept Expenses	17,794.16
9,022.50	Special Projects	5,944.16
18,456.38	Concurrent Services	6,185.43
4,719.06	VAT Data	1,964.18
71,823.74	Total Payments	31,887.93
Receipts and Payments Summary		
69,943.07	Opening Balance	61,484.05
63,364.72	Add Total Receipts(As Above)	58,040.70
133,307.79		119,524.75
71,823.74	Less Total Payments(As Above)	31,887.93
61,484.05	Closing Balance	87,636.82
These cumulative funds are represented by:		
16,212.57	Unity Trust A/C	40,365.34
45,271.48	CCLA Investment Managment Ltd	45,271.48
61,484.05		85,636.82
Reserve Balances are represented by:		
-8,459.02	Current Year Fund	26,152.77
39,680.35	General Reserves	33,470.55
1,180.81	EMR - Playground Project	1,180.81
1,000.00	EMR - Parish Paths	1,000.00
20,446.91	EMR Community Projects	13,197.69
3,000.00	EMR - Playground Sinking Fund	4,000.00
2,825.00	EMR - Pond Sinking Fund	3,825.00
1,000.00	EMR - Streetlight Sinking Fund	1,000.00
150.00	EMR - Allotment deposit	150.00
660.00	EMR - Tree Maintenance Sinking	1,660.00
61,484.05		85,636.82

Signed : _____ (Chairman) _____ (RFO)

BACS/DD/SO presented for payment at the meeting on 5 October 2026:

PAYEE	DESCRIPTION	AMOUNT including VAT where applicable
M Turczyn (Clerk)	Salary and HCC Pension contributions – September (Salary paid on 29.09.2026)	£1,486.25
HMRC Cumbernauld	Clerk's PAYE/NI September	£184.28
MW Agri Ltd (SO)	Grass cutting in parish	£595.70
MW Agri Ltd	Recreation Ground hedge cut	£180.00
Keith Simkin	Warden hours	£496.00
Anglo Dutch Ltd (DD)	Monthly payroll provider fee	£27.00
N Power (DD)	Streetlights power (paid on 29.09.2026)	£135.09
M Turczyn	Clerk's mileage & expenses	£52.80

Income received in September 2026:

- CCLA Investment – Interest £148.03
- Dacorum Borough Council – Fit For Future Grant - £9,000