**ALDBURY PARISH COUNCIL**

**PARISH COUNCIL MEETING**

**Held in Aldbury Memorial Hall**

**Monday 4th August 2025 at 8pm**

**MINUTES**

Present: Cllr Webb (Chair), Cllr Warren (Vice Chair), Cllr White, Cllr Paterson and Cllr Houghton

In Attendance: Gosia Turczyn – Aldbury Parish Clerk and one member of the public

**25/105** **Apologies**

To receive and accept apologies for absence.

The Council received and accepted apologies sent by Cllrs McCarthy, de la Bedoyere and Brooks.

**25/106 Interests**

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

None.

1. To receive written requests for dispensations for declarable interests.

None.

1. To grant any requests for dispensation as appropriate.

None.

**25/107 Public Matters**

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

1. A member of the public expressed concern regarding the sudden closure of the “Trooper” pub and the possibility of a planning application being submitted for change of use. He asked the Council to consider applying to have the pub listed as an Asset of Community Value (ACV). Cllr Webb reported that the Council is still awaiting the outcome of the ACV application for the Village Shop and Post Office and has been chasing Dacorum Borough Council for a decision. He advised that there would be no merit in submitting another ACV application until the status of the Village Shop and Post Office is confirmed.
2. A member of the public, who had previously provided a quotation to repair the surface beneath the swings in Aldbury playground, reported that the rubber mats have shrunk and deteriorated beyond repair. He advised that the surface should be completely replaced rather than repaired and the Council will agree a plan of action at the October meeting.

**25/108 Minutes**

To confirm the Minutes of Aldbury Parish Council Meeting held on 7th July 2025 as an accurate record of proceedings.

Resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr Warren to approve the minutes as being correct. The minutes were to be duly signed by the Chair.

**25/109 Reports to the Council.**

1. Warden’s report – appendix 1

To note the report and approve expenditure if required.

1. It was resolved to approve up to £500 to replace the gate post at the Aldbury playground, PROPOSED BY Cllr Warren and SECONDED BY Cllr Webb.
2. The Clerk will contact Clayton Rae at DBC to clarify the situation regarding the kissing gate that was removed and left on site at both ends of the footpath by Stoneycroft.
3. Clerk’s report; items for information only – appendix 2
4. The Council agreed to nominate Cllr Webb for the Star Council Awards 2025/2026 in the ‘Councillor of the Year’ category. The Clerk will circulate a draft nomination to members.
5. Correspondance was received regarding ACV application for the “Trooper” pub.
6. Correspondence was received requesting that the Council consider including the grass cutting of the Churchyard within the annual parish mowing contract.
7. Correspondance was received about missing road marking at the end of Stoneycroft. This issue was reported several times via HCC online portal and the Clerk had emailed County Cllr Symington asking for advice.
8. Hertfordshire police – report from PCSO.

The crime report for June/July 2025 was as follows:

* Burglary Residential
* Canal near Aldbury – offenders have broken into a boat and stole electronic equipment and jewellery boxes - investigation completed with negative results.
* X2 - Station Road -offender attempted to enter a property at the location, offender was disturbed by the victim and left the property immediately - investigation completed with negative results
* Theft of Motor Vehicle
* X2 - Tring Train Station – offenders attempted to steal a motorbike while parked in train station car park - investigation completed with negative results.
* Theft from Motor Vehicle
* X2 - Canal near Aldbury – offenders have broken into a vehicle parked at the location, but nothing has been taken - investigation completed with negative results.
* Tring Train Station – offender unsuccessfully attempted to steal a motor vehicle - investigation completed with negative results.
* Beggars Lane – offenders have removed front and rear registration plates from the vehicle - investigation completed with negative results.

**25/110** **Aldbury Store & Post Office – Asset of Community Value application**

Cllr Webb reported that he had received an acknowledgment email from Borough Cllr Reynolds on 21st July, stating that he would chase this matter with Dacorum BC.

**25/111 Planning Matters and Consultations – to consider comments on the following:**

1. **Application(s) received:**

* 25/01824/FHA Single storey side extension to house. Greenings Farm Stocks Road Aldbury Tring Hertfordshire HP23 5RX No comment.

1. **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**](http://www.aldburyparish.org.uk) **in the Meetings tab.**

None received.

1. **Decision(s) issued by Dacorum Borough Council:**

* 25/01176/FHA Windrush, Beechwood Drive, Aldbury, Tring, Hertfordshire, HP23 5SB Re placement of conservatory roof to slate GRANTED

**25/112 Aldbury Parish Street Lights** – appendix 3

To consider and approve additional work and expenditure.

It was reported that, following a further site visit by Cllr Brooks and the contractor, additional work was identified and added to the initial quote. This includes replacing all missing lights and upgrading a number of basic lights to heritage light units.

It was resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr Warren to approve a quote of £11,600 plus VAT from Lamps & Tubes Illuminations Ltd. At the October meeting, the Council will discuss the plan of action, and once the cost is known, arrangements will be made to reconnect the power supply to the light unit on Newground Road.

**25/113 Recreation Ground –** appendix 4

To receive and approve a quote from MW Agri Ltd to cut back the car park hedge.

A quote of £150 plus VAT was received from M W Agri Ltd, and it was resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr Houghton to accept it.

**25/114 First Aid and Defibrillator Community Training** – appendix 5

To consider Clerk’s recommendations to hold First Aid and Defibrillator community training.

Resolved, PROPOSED BY Cllr Houghton and SECONDED BY Cllr White to accept the clerk’s recommendation to organise a community First Aid and Defibrillator training at a cost of £150. The training will be scheduled for October.

**25/115** **Internal Controls – Governance, Policies and Procedures** –appendix 6

To review and approve the following document(s):

1. IT Continuity plan and Security

This was deferred.

**25/116 Financial Matters and Audit** – appendix 7

1. 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 since 29th July 2025. Council to decide how long the documents should be published for (on the noticeboards only).

This was noted and the Council agreed to take down the notices from the noticeboards in October.

1. To review and note the accounts including bank reconciliation, bank statement and monthly budget report.

The Council agreed the accounts.

1. To note receipt of income.

Income received in July 2025 was noted as:

* CCLA Investment – Interest received £123.96
* Allotment rent (new tenants) - £28.00 (2 x full plot rent 50% discounted as tenancy taken after March)
* Tennis Court members x 5 - £100.00

1. To agree responses to consultation on funding changes for Aldbury PC. Deadline to submit responses to Dacorum Borough Council - 12th September.

Following discussion, the Council agreed to communicate the proposed changes to funding with residents. This will be done through an article in the Outlook, updates on noticeboards, and a post on Facebook. Cllr Warren agreed to draft the communication note. The Council will agree the final responses to the DBC consultation via email and the Clerk will submit it before the deadline.

1. To pass resolution to authorise schedule of payments circulated to Council.

Resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr Warren and carried unanimously to authorise the payments in the schedule below:

**BACS/DD/SO presented for payment at the meeting on 4th August 2025:**

|  |  |  |
| --- | --- | --- |
| **PAYEE** | **DESCRIPTION** | **AMOUNT** |
| M Turczyn (Clerk) Salary deducted from total | Salary (Paid) and HCC Pension contributions – July | £1,492.18 |
| HMRC Cumbernauld | Clerk’s PAYE July | £166.05 |
| MW Agri Ltd (SO) | Grass cutting in the parish July | £572.80 |
| PKF Littlejohn LLP | External audit fee | £378.00 |
| Huck Nets Ltd | Tennis net | £188.15 |
| Anglo Dutch Ltd | Payroll provider | £72.00 |
| M Turczyn | Clerk’s mileage expenses | £43.20 |

**Total: £1,752.34**

**25/117 Meeting close**: 21:05

**There is no meeting in September**.

**Next Parish Council meeting will be held on 6th October 2025 at 8 pm.**