

ALDBURY PARISH COUNCIL

PARISH COUNCIL MEETING

Held in Aldbury Memorial Hall

Monday 3rd August 2026 at 8pm

MINUTES

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

In Attendance: Gosia Turczyn – Aldbury Parish Clerk and three members of the public.

26/087 Apologies

To receive and accept apologies for absence.

The Council received and accepted apologies sent by Cllrs Webb, McCarthy, Houghton and de la Bedoyere. Cllr Brooks was absent.

26/088 Declaration of Interests

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

None.

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

None.

c) To grant any requests for dispensation as appropriate.

None.

26/089 Public Matters

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

a) A member of the public whose planning application is on the agenda wanted to find out what comment the Council will make.

b) Members of the public asked whether Aldbury has a community emergency plan similar to the support network established during the Covid-19 pandemic, to assist residents in the event of emergencies such as wildfires, power cuts, or water supply shortages.

The Clerk confirmed that the Parish Council does not currently have a formal emergency plan in place, although information is communicated to residents through the Parish Council website, the Outlook, and Facebook.

Cllr Warren explained that the Covid community support group operated independently of the Parish Council and suggested that formal emergency planning falls within the remit of Hertfordshire County Council (HCC). Cllr White added that civil contingency planning is undertaken by HCC.

Residents queried whether the Parish Council should nevertheless develop a local emergency action plan and whether it has a responsibility to provide guidance to residents during emergency situations.

Members explained that the Parish Council's statutory powers are limited. However, the Council can support the community by reporting issues, liaising with relevant authorities, and signposting residents to appropriate sources of information and assistance, as it did during the flood prevention works at the village pond.

Concerns were also raised regarding the community response to a potential wildfire affecting Ashridge. The Council noted that Ashridge Estate representatives had attended Parish Council meetings in the past to provide updates and that a Parish Council representative sits on the Ashridge Estate Committee. It was suggested that representatives from the Ashridge Estate team be invited to a future meeting to discuss emergency planning and address residents' concerns. The Council said that it will share information and links to Hertfordshire Resilience.

26/090

Minutes

To confirm the Minutes of Aldbury Parish Council Meeting held on 6th July 2026 as an accurate record of proceedings.

The minutes of the meeting held on 6 July could not be approved, as members who were absent from that meeting were present at this meeting. The minutes will be presented for approval at the September meeting.

26/091

Reports to the Council.

a) Warden's report – appendix 1

To note the report and approve expenditure if required.

1. A white wooden post on the Green has been removed. Cllr Warren said he would try to have it reinstated.
2. The Council noted that Common Ragwort was growing on several allotment plots and in the donkey paddock. The Council discussed how best to approach its removal. The Clerk had posted a notice on Facebook and in the Outlook asking plot holders to remove any Common Ragwort from their plots. Cllr White agreed to research the most appropriate method of tackling the weed and report back to the Council at the next meeting.

b) Clerk's report; items for information only – appendix 2

1. Members are invited to attend a Town and Parish Council LGR Update via Teams on Thursday 24 September 5:30 – 6:30 pm and the Clerk will share the link.
2. The Council noted the correspondence received. The Clerk responded to the three queries received from residents.

c) Hertfordshire police – report from PCSO.

No report was received.

26/092

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

a) **Application(s) received:**

- 26/01594/FHA and 26/01595/LBC 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. 9 Stocks Road Aldbury Hertfordshire HP23 5RT 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.**

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

- 26/01059/FHA 34 Trooper Road, Aldbury, Tring, Hertfordshire, HP23 5RW Alterations to openings – GRANTED

- 4/01034/18/DRC Westlands, Station Road, Aldbury, Hertfordshire, HP23 5RS Details of materials, landscape works, driveway/fire hydrant/public right of way, management plan, written scheme of investigation, contamination parts a) to c), drainage, demolition scheme and additional protected species surveys as required by conditions 2, 3, 5, 6, 8, 10, 14, 15 17 of planning permission 4/1439/15/FUL - GRANTED

26/093 Decision on Local Government Reorganisation in Hertfordshire

To note that the Government's preferred model is for 4 unitary councils to be established across the county and that from 1 April 2028 new authorities will take over responsibility for delivering the services currently provided by the county council and the district and borough councils in that area.
Noted.

26/094 Open Spaces and Playgrounds

- a) To receive and consider a quotation for remedial works to the playground equipment at Aldbury, and to approve the expenditure if appropriate.

The Clerk met with the contractor at Aldbury Playground to discuss the necessary remedial repairs and obtain a quotation. The quotation has not yet been received.

The Council agreed to put forward a formal plan for the full replacement of the Log World and swings.

The Clerk will contact Wicksteed to request a site meeting to assess the existing equipment and provide an opinion on its condition and the likely timescale before replacement is required.

- b) To receive and approve a quotation from MW Agri Ltd for cutting back the hedge by the car park.

The quotation was not available and this item was postponed until the September meeting.

- c) To receive and approve a quotation for cutting back the hedges and vegetation at the Iron Room garden.

The quotation was not available and this item was postponed until the September meeting.

26/095 Aldbury Street Lights

To consider the quotation for a light shield and timer, and to approve the expenditure if agreed.

Resolved, proposed by Cllr White and seconded by Cllr Paterson, to approve the installation of film on one side of the light facing the house at a cost of £485 plus VAT, and the installation of a 7-day solar timer at a cost of £399.85 plus VAT, unanimous decision.

26/096 Financial Matters

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

The accounts were noted and agreed by the Council.

- b) To note receipt of income.

Income received in July 2026:

- CCLA Investment – Interest £142.49
- Tennis Club - £20.00
- Allotment rent - £15.00

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

Resolved, proposed by Cllr Warren and seconded by Cllr Paterson and carried unanimously to approve the schedule of payments listed below:

BACS/DD/SO presented for payment at the meeting on 3 August 2026:

PAYEE	DESCRIPTION	AMOUNT including VAT where applicable
M Turczyn (Clerk)	Salary and HCC Pension contributions – July (Salary paid on 29.07.2026)	£1,486.05
HMRC Cumbernauld	Clerk's PAYE/NI July	£184.48
Utopia Signs	3 signs (paid on 29.07.2026)	£84.00
Anglo Dutch Ltd	Payroll provider	£72.00
Hertfordshire County Council	20 mph Public Consultation	£4,510.00
PKF Littlejohn LLP	External audit fee 2025/26	£378.00
N Power (DD)	Streetlights power (paid on 21.07.2026)	£102.28
M W Agri Ltd (SO)	Grass cutting (paid on 27.07.2026)	£595.70
M Turczyn	Clerk's mileage & expenses	£25.59

- d) To appoint Hertfordshire Internal Audit Service as an internal auditor for 2026-27 at a cost of £385.89 (subject to Council's total expenditure at the end of financial year) and approve its Terms of Reference.

Resolved, proposed by Cllr Warren and seconded by Cllr White and carried unanimously.

26/097 Meeting close: 20:56

Next Parish Council meeting will be held on the 7th September 2026 at 8 pm.