**ALDBURY PARISH COUNCIL**

**PARISH COUNCIL MEETING**

**Held in Aldbury Memorial Hall**

**Monday 7th July 2025 at 8pm**

**MINUTES**

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

In Attendance: Gosia Turczyn – Aldbury Parish Clerk and 2 members of the public and 3 members from Ashridge Estate.

**25/090** **Apologies**

To receive and accept apologies for absence.

The Council received and accepted apologies sent by Cllrs de la Bedoyere, McCarthy and White. Cllr Paterson was absent.

**25/091 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.

**25/092 Public Matters**

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

None.

**25/093 Minutes**

To confirm the Minutes of Aldbury Parish Council Meeting held on 2nd June 2025 as an accurate record of proceedings.

Resolved, PROPOSED BY Cllr Brooks and SECONDED BY Cllr Warren that the minutes were a true and accurate record of proceedings and were to be duly signed by the Chair.

**25/094 Reports to the Council.**

1. Warden’s report – appendix 1

To note the report and approve expenditure if required.

* The Clerk reported that any outstanding matters concerning bridleways and footpaths will be addressed by Dacorum in August.
* Cllr Webb will reinstate the two white posts that were knocked over by the pond.

1. Clerk’s report; items for information only – appendix 2

* Dacorum Borough Council received a complaint regarding the double yellow lines that were installed in the village centre in March.
* A resident was concerned about the welfare of the donkeys. The Clerk contacted the owners and it was reported that they recently had a trim and look well.

1. Hertfordshire police – report from PCSO.

No report was received.

**25/095** **The National Trust and Ashridge Estate**

“Protecting Our Roots” update from David White “Protecting our Roots” project manager and Josh Kyle the interim general manager.

“Protecting our Roots” project is a lively topic with new developments moving forward and we are happy with the progress made so far. “Protecting our Roots” project focuses on three elements. Firstly, the gateway sites at Ward’s Hurst Farm and Hill Farm planned to be built in 2027-28. The second part is the interim car park on Meadley's Meadow with planning application put forward to Dacorum BC and validated in April 2025. The interim car park will move car parking away from the grass verges along Monument Drive where the Special Area of Conservation (SAC) is being damaged through the intensity of use and recreational pressure. We are working with experienced architect consultants who know the Chilterns well, looking to make the most of our current structures and working alongside landscape architects at Planet. We have already completed structural surveys at Ward’s Hurst Farm, and topographical surveys are in progress and expected to finish in July. The gateways will also be designated as a SANG (Suitable Alternative Natural Greenspace), helping to provide parking and enjoyable visitor experiences. We are still in the early stages of design, developing concepts based on our feasibility study, which will soon lead to stage 2 design and planning. We are looking forward to another engagement session in November, where we will share more updates and hear your thoughts.

Thirdly, Ashridge Estate was able to recruit three new members of staff whose role is to engage with visitors by chatting about what is happening around the Estate. Our aim is to have enough staff on the ground to ensure a welcoming and smooth experience for everyone.

The interim car park has enough capacity for 134 cars. To mitigate the impact of displacement parking in Aldbury village, we will put measures in place to encourage visitors to use alternative car parks. We will also promote visiting other places around the Estate such as Ashridge House. NT will use active communication channels and public engagement to encourage visitors to use different ways of commuting, including the HertsLynx bus. We will also encourage visits at different times during the day. There has been a 30% decline in visitors since 2022, following the ending of several activities on Ashridge land. There will be parking available at the current visitors’ centre car park, but with slightly fewer spaces. The blue badge disabled parking at the back of the visitors’ centre will remain unchanged. All money generated from pay parking will go back to the Estate. Parking charges will be introduced as a flexible fee which changes during the day, not a flat charge. No decision has been made yet about what the charge will be.

**25/096 September APC Meeting**

1. To note that the September meeting is cancelled due to Clerk’s annual leave.

The Clerk will be on annual leave from 25th August till 10th September inclusive.

1. To approve delegation to the Clerk to arrange any payments due in September (payments to be reported in October 2025).

Resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr Warren and carried unanimously.

**25/097 Planning Matters and Consultations – to consider comments on the following:**

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

* 25/01573/FHA Raising part of roof, loft conversion with rear dormers, alterations to fenestration, paint existing face brick. Moorcrafts Toms Hill Aldbury Tring Hertfordshire HP23 5SD 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.**

* 25/01619/LDP Single storey rear extension and an outbuilding. Woodlea New Ground Road Aldbury Tring Hertfordshire HP23 5SF No comment.

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

* 25/00849/FHA and 25/00873/LBC 1 Church Cottages, Station Road, Aldbury, Tring, Hertfordshire, HP23 5RS Single storey rear extension to main house. New tiled roof and rooflights to garage GRANTED
* 25/01296/TCA Woodcote, Beechwood Drive, Aldbury, Tring, Hertfordshire, HP23 5SB Works to trees and fell tree RAISED NO OBJECTION
* 25/00722/ROC Greenings Farm, Stocks Road, Aldbury, Tring, Hertfordshire, HP23 5RX Removal of condition 12 (basement) and variation of condition 14 (floor space) and 17 (approved plans) attached to planning permission 23/00253/FUL GRANTED
* 25/00526/FUL Chimanimani, Toms Hill Road, Aldbury, Tring, Hertfordshire, HP23 5SA Replacement dwelling GRANTED

**25/098 Play Areas** – appendix 3

To note the RoSPA reports and consider any actions arising from the annual inspection**.**

The Council noted the recommendations arising from the annual survey and approved spending £500 to fill the gaps between the rubber tiles on the surface beneath the swings at the Aldbury playground. Additionally, £150 was approved to reinstate the gate post to ensure its stability and adjust the closing mechanism.

Cllr Warren reviewed the Tring Station playground survey report and confirmed that no actions are necessary at present. He agreed to adjust the railway sign and fix the post.

**25/099 Aldbury Parish Street Lights** – appendix 4

To consider quotes and approve expenditure if required.

Resolved, PROPOSED BY Cllr Brooks and SECONDED BY Cllr Webb and carried unanimously to approve a quote of £7,063 plus VAT from Lamps & Tubes Illuminations Ltd for the replacement of seven missing lights with heritage light units (which come with a 12-year warranty). The Council approved to pay for this project using Streetlights Sinking Fund, with the remaining balance to be taken from the Community Projects Earmarked Reserves.

**25/100 Tennis Court**

To approve an expenditure of £240 for a new net.

Resolved, PROPOSED BY Webb and SECONDED BY Cllr Houghton and carried unanimously.

**25/101** **Internal Controls – Governance, Policies and Procedures** –appendix 5

To review and approve the following document(s):

1. IT Continuity plan and Security

This was deferred.

**25/102** “**The Trooper” – Asset of Community Value application.**

Council to decide whether to make an application to DBC to list “The Trooper” pub as an Asset of Community Value.

The Council agreed to consider the above matter once the outcome of the Asset of Community Value (ACV) application for the Village Shop and Post Office is known. Cllr Webb agreed to write to Borough Councillor Paul Reynolds to request clarification.

**25/103 Financial Matters** – appendix 6

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

The accounts were noted and agreed.

1. To note receipt of income.

Income received in June:

* CCLA Investment – Interest received £129.76
* Allotment rent (new tenant) - £14.00 (full plot rent 50% discounted as tenancy taken after March)
* Tennis Court members x 2 - £40.00
* VAT Return - £1,853.72

1. To appoint Hertfordshire Internal Audit Service as an internal auditor for 2025-26 at a cost of £360.64 (subject to Council’s total expenditure at the end of financial year) and approve its Terms of Reference (letter of engagement sent to Councillors in advance).

Resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr Warren to approve the above.

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

Resolved, PROPOSED BY Cllr Webb and SECONDED BY Cllr Warren to approve the schedule of payments:

**BACS/DD/SO presented for payment at the meeting on 7th Jully 2025:**

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| --- | --- | --- |
| **PAYEE** | **DESCRIPTION** | **AMOUNT** |
| M Turczyn (Clerk) Salary deducted from total | Salary (Paid) and HCC Pension contributions – June | £1,491.98 |
| HMRC Cumbernauld | Clerk’s PAYE June | £166.25 |
| MW Agri Ltd (SO) | Grass cutting in the parish June | £572.80 |
| Luke Mabbett | Work to trees at the Recreation Ground | £300.00 |
| Bidwells | Recreation Ground rent | £250.00 |
| Keith Simkin | Parish warden hours | £388.70 |
| M Turczyn | Clerk’s mileage expenses | £28.80 |

**Total: £1,119.79**

**25/104 Meeting close**: 21:34

**Next Parish Council meeting will be held on 4th August 2025 at 8 pm.**