

ALDBURY PARISH COUNCIL

PARISH COUNCIL MEETING Held in Aldbury Memorial Hall Monday 1st June 2026 at 8pm

MINUTES

Present: Cllr Warren (Vice Chair), Cllr McCarthy, Cllr Brooks, Cllr Houghton (joined the meeting during minute 26/066) and Cllr Paterson

In Attendance: Gosia Turczyn – Aldbury Parish Clerk, PCSO Cunningham and PCSO Miles.

26/062 Apologies

To receive and accept apologies for absence.

The Council received and accepted apologies sent by Cllrs Webb, de la Bedoyere and White.

26/063 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.

26/064 Public Matters

To receive questions from members of the public and press on items included on this agenda (max 15 min).
None.

26/065 Minutes

To confirm the Minutes of Aldbury Parish Council Annual Meeting held on 11th May 2026 as an accurate record of proceedings.

Resolved, proposed by Cllr McCarthy and seconded by Cllr Brooks that the minutes were a true and accurate record of the meeting and were to be duly signed by the Vice Chair.

26/066 Reports to the Council.

a) Warden's report – appendix 1

To note the report and approve expenditure if required.

- Cllr Brooks reported that the entrance gateway on Toms Hill, which was damaged by a vehicle, has not yet been reinstated by Hertfordshire County Council (HCC). The Clerk will follow up with Highways regarding progress on the repair.
- Cllr Houghton agreed to speak with the tenant of the donkey paddock and encourage him to undertake repairs to the perimeter fence.
- Cllr Warren reported that he had liaised with the Parish Warden regarding the blocked drains on Station Road, opposite the Church. It was reported that the drainage system was disconnected during maintenance works carried out by a utility contractor. Cllr Warren will pass this information on to the Parish Warden for further investigation.

- The Council noted that the ditch at Stoneycroft is blocked with debris and requires clearing. Cllr Patterson reported that Hertfordshire County Council (HCC) had previously been responsible for maintaining the ditch and keeping it clear. The Clerk will report the matter to HCC and request that the ditch be cleared.
- Cllr Patterson reported that there is some minimal work to be carried out on the allotments water supply project, including tidying the area and installing fixtures on the water troughs.
- The date for the delivery of the skip is to be agreed between Cllrs Brooks, Patterson, and the Clerk, as supervision will be required to ensure appropriate use of the skip and to monitor what is deposited in it.

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

The report was noted. The Clerk circulated a link and agenda for the Town and Parish Local Government Reorganisation (LGR) Update virtual event, held on Thursday 4th June from 6:00 pm to 7:30 pm. The recording of the event will be shared with members afterwards.

c) Hertfordshire police – report from PCSO.

PCSO Cunningham and PCSO Miles from the Berkhamsted and Tring Neighbourhood Policing Team attended the meeting and reported that Aldbury Parish continues to experience low levels of crime. They reported that in May, there was an attempted burglary on Station Road where offender attempted to enter a property, offender was challenged and left the area immediately; and theft of motor vehicle at Tring Train station where offenders have stolen a vehicle from the train station car park.

The Council referred to an accident that occurred in May, in which a cyclist was struck by a car near the pond. Members also expressed that they would welcome a police presence in the village at weekends, when there is a high volume of cyclists. Cyclists are reported to travel through the village at speed, particularly when descending Toms Hill. The officers explained that their powers to challenge cyclists are limited; however, they agreed to visit Aldbury to observe the situation and provide advice where appropriate. They also confirmed that a message regarding the recent accident in Aldbury would be shared on Herts Connected.

26/067 Planning Matters and Consultations – to consider comments on the following:

a) Application(s) received:

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

- 26/00764/ROC Greenbanks, Toms Hill Road, Aldbury, Tring, Hertfordshire, HP23 5SA Variation of condition 2 (approved plans) attached to planning permission 21/02968/FHA allowed on appeal APP/A1910/D/22/3290876 – APPLICATION WITHDRAWN

26/068 Cyber Security Insurance Cover

To approve, if agreed, the insurance renewal with Coalition Risk Solutions Ltd at a cost of £477.44 (inclusive of Insurance Premium Tax and Administration Fees).

Resolved, proposed by Cllr Warren and seconded by Cllr McCarthy to approve the above.

26/069 Internal Controls – Governance, Policies and Procedures – appendix 3

To review and approve the following documents:

- a) Review of Effectiveness of Internal Audit and Auditor
- b) Risk Assessment of Physical Assets

Resolved, proposed by Cllr Houghton and seconded by Cllr McCarthy to approve the above.

26/070 20mph Scheme for Aldbury

To approve progression to the next stage of formal consultation, (subject to a successful outcome at the informal consultation stage) at a cost of £4,510. This is subject to funding from County Councillor Symington's Members' Locality Budget.

Resolved, proposed by Cllr Warren and seconded by Cllr Houghton and carried unanimously to approve the above.

26/071 Footpaths, Highways and Bridleways – appendix 4

To discuss the proposal to install kissing gates at both ends of FP4 to improve pedestrian safety.

The Council discussed the proposal and suggested contacting the Footpath and Access Officer at Dacorum Borough Council (DBC) and HCC to clarify whether Aldbury Parish Council (APC) could proceed with installing kissing gates at FP4, using the existing kissing gates that were removed from both ends of the Stoneycroft footpath and left on site. The Clerk will approach DBC with the proposal.

26/072 Financial Matters – appendix 5

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

It was noted that the cashbook was reconciled up to 29th May (transaction list) as the bank statement was not available yet. The accounts were noted and agreed by the Council. The Clerk reported that the water supply project had exceed its approved project budget of £2,500 by £300.

- b) To note receipt of income.

Income received in May 2026:

- CCLA Investment – Interest £139.89
- Tennis Club - £20.00
- Allotment rent – £49.00

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

Resolved, proposed by Cllr Houghton and seconded by Cllr McCarthy to approve the schedule of payments, carried unanimously:

BACS/DD/SO presented for payment at the meeting on 1 June 2026:

PAYEE	DESCRIPTION	AMOUNT including VAT where applicable
M Turczyn (Clerk)	Salary and HCC Pension contributions – May (Salary paid on 28.05.2026)	£1,486.05

HMRC Cumbernauld	Clerk's PAYE/NI May	£184.48
RML Tree & Garden Services	Fence works – Tring Station Iron Room	£672.00
Steve Rayner Plumbing & Heating	2 days labour – allotment water supply project	£500.00
Lamps and Tubes Illuminations Ltd	Survey on light in Trooper Rd and power to column 8 in Newground Rd	£75.64
M W Agri Ltd (SO)	Grass cutting	£595.70
M Turczyn	Clerk's mileage expenses	£28.80

26/073 Meeting close: 21:16

Next Parish Council meeting will be held on 6th July 2026 at 8 pm.