ALDBURY PARISH COUNCIL

PARISH COUNCIL MEETING
Held in Aldbury Memorial Hall
Monday 5 October 2026 at 8pm

MINUTES

Present: Cllr Warren (Vice Chair), Cllr McCarthy, Cllr de la Bedoyere, Cllr Brooks, Cllr Houghton, Cllr Paterson

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

26/109 Apologies

To receive and accept apologies for absence.
The Council received and accepted apologies sent by Cllrs Webb and White.

26/110 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.

26/111 Public Matters

To receive questions from members of the public and press on items included on this agenda (max 15 min).
A member of the public who helps look after the Orchard reported that one of the trees had failed and would need to be replaced, at an estimated cost of £100.

26/112 Minutes

To confirm the Minutes of Aldbury Parish Council Meeting held on 7 September 2026 as an accurate record of proceedings.
Resolved, proposed by Cllr McCarthy and seconded by Cllr Houghton that the minutes were a true record of proceedings and were to be duly signed by the Vice Chair.

26/113 Reports to the Council.

a) Warden's report – appendix 1
To note the report and approve expenditure if required.

- Cllr Warren agreed to inspect the two upright posts on the Log World and check whether any parts require tightening.
- Cllr Brooks reported that the drains on Station Road, which had been disconnected by the utility company, need to be reconnected. Cllr Warren agreed to follow this up. The drains and silt traps on Stocks Road also need to be reported to HCC for routine clearance, as they have not been cleared for two years. The Clerk will check when the drains were last unblocked.
- Cllr Warren reported that a letter had been sent out advising that Station Road would be closed for three days from 1 November.

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

- APC was successful in securing a £10,000 grant from The National Lottery Community Fund towards the basketball court. The Clerk will check the grant's terms and conditions, including the permitted use of funds and the spending deadline, as the Council wishes to explore the possibility of incorporating a small Multi-Use Games Area (MUGA) into the Recreation Ground project.
- Members were advised of the Annual Meeting of Hertfordshire Parish, Town and Community Councils and County Councillors, which will take place on Tuesday 1 December 2026, from 2.00 pm to 5.00 pm in Stevenage. An email containing registration instructions, with the option to attend in person or online, was sent to members on 1 October 2026.

c) Hertfordshire police – report from PCSO.
No report was received.

26/114 Planning Matters and Consultations – to consider comments on the following:

a) Application(s) received:

- 26/01894/DRC Greenings Farm, Stocks Road, Aldbury, Hertfordshire, HP23 5RX Details as required by Condition 13 (Lighting) attached to planning permission 23/00253/FUL – No comment.
- 26/02081/NMA Uphill, 6 Malting Lane, Aldbury, Hertfordshire, HP23 5RH Non material amendment to planning permission (24/01213/FHA) Addition of two small windows to flank French doors on the south elevation of the new kitchen, dining/living room - No comment.
- 26/01799/FHA Rebuild single storey side extension, garage conversion, and new replacement windows 1 Stocks Garden Cottages Stocks Road Aldbury Hertfordshire HP23 5RZ - 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:

- 26/01855/LDP 30 Trooper Road, Aldbury, Hertfordshire, HP23 5RW Replacement and amendments to existing windows and external doors. Installation of an air source heat pump – GRANTED
- 26/01721/NMA Chimanimani, Toms Hill Road, Aldbury, Hertfordshire, HP23 5SA Non-material amendment to planning permission 25/00526/FUL - GRANTED

26/115 Aldbury Parish Council Grants
To note that applications are invited from community groups and village hall committees to apply for a small grant which would benefit the residents of Aldbury parish. The closing date for applications is 31 October 2026.
The Council had agreed to extend the deadline for applications to the 30th of November.

26/116 Highways and Open Spaces Matters - appendix 3

a) To consider and agree appropriate action following complaints regarding the recent resurfacing work on Trooper Road.
The Council discussed the recent resurfacing of Trooper Road, following complaints regarding the poor quality of the work. The Council agreed to ask HCC whether the work had been completed in accordance with the specified requirements. Cllr Warren will follow this up with Luke Gibbons.

b) To receive a verbal update from Cllr Webb regarding the Aldbury playground swings, surfacing and Log World, following a site meeting with Wicksteed.
Cllr Warren reported that the swing frame was sturdy and robust and did not need replacing. However, there was some wear to the top frame that could be repaired. It was also noted that the surface beneath the swings could be cleaned and overlaid with wet-pour as an alternative to replacing the existing rubber tiles and Wicksteed will provide a quote. At Log World, some logs require replacement. Wicksteed currently has the required logs in stock, and the Council agreed to place an order.
At the Recreation Ground, the possibility of installing a small Multi-Use Games Area (MUGA) was discussed, and the Council is awaiting a quotation. The suggestion of installing picnic benches in the area currently occupied by the basketball court was also considered. The tennis court was visually inspected, and no major issues were identified.

c) To consider and approve quotation for the remedial work required to the Aldbury playground equipment.
Resolved, proposed by Cllr Warren and seconded by Cllr de la Bedoyere to approve up to £500 to repair a few items at the Aldbury playground including the oak bench and the bench by the pond.

d) To review the tree survey and approve expenditure for the recommended tree works.
The Council reviewed the report and will approve the costs associated with the work at the next meeting.

26/117 Internal Controls – Governance, Policies and Procedures – appendix 4

a) To consider and approve an Investment Policy (new).
b) To consider and approve an Allotment Site Risk Assessment (new).
Resolved, proposed by Cllr Brooks and seconded by Cllr Paterson to approve the above.
The Council considered engaging RoSPA to carry out a risk assessment of the allotment site.

26/118 Financial Matters – appendix 5

a) To review and note the accounts including bank reconciliation, bank statement and monthly budget report.
The accounts were reviewed and agreed.

b) To review the Unity Trust Bank mandate.
This was reviewed and agreed.

c) To note receipt of income.
Income received in September 2026:
- CCLA Investment – Interest £148.03
- Dacorum Borough Council – Fit For Future Investment Grant - £9,000

d) To pass resolution to authorise schedule of payments.
Resolved, proposed by Cllr Warren and seconded by Cllr Houghton to approve the schedule of payments as listed below, unanimous decision:

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

e) To pass resolution to transfer £10,000 from the Unity Trust current account into the CCLA Investment account.
Resolved, proposed by Cllr Warren and seconded by Cllr de la Bedoyere and agreed unanimously.

f) Preliminary discussion on Budget 2027/28.
Cllr Warren updated the Council on the first draft budget and advised that, in order to meet all ongoing expenditure, the precept would need to be increased by 18%. The rent for the Recreation Ground has increased by £360 per annum following the rent review under the lease agreement with the Diocese. There will also be an increase in the rent for the allotment land, along with legal fees of approximately £3,000, which the Council will need to include in its budget. Cllr Warren suggested releasing some of the Council's reserves to smooth out the precept increase over the next few years. Work in progress.

26/119 Meeting close: 21:23

Next Parish Council meeting will be held on the 2nd of November 2026 at 8 pm.