

ALBURY PARISH COUNCIL MEETING

Minutes of a meeting held Tuesday 14th April, 2026, at 7.15 pm at the village hall
Present: Councillors Jolly, Kelly, Levell and Pope and East Herts District Councillor Jeff Jones

In attendance: Mrs J Pettitt (clerk)

The Chair opened the meeting 7.20pm

1. To receive and accept apologies for absence.

Councillors Chapman and Klimowicz sent apologies.

2. To receive declarations of interest.

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

b) To receive written requests for dispensations for declarable interests

c) To grant any requests for dispensation as appropriate.

No declarations or requests for dispensation received.

3. To confirm the minutes of the Albury Parish Council meeting held on Tuesday 10th March 2026.

Resolved, that these minutes be agreed as a true and accurate record of the proceedings.
Unanimously agreed.

4. To receive reports on actions agreed at the last council meeting

Action: The clerk is to get a quote for the hedge cutting but not the tree works necessary.
See point 15

Action: The clerk to get quotes for new swing seats and a sandpit. See point 16.

Action: The clerk to get quotes for a storage shed and benches. See point 17.

Action: the clerk will see if a grant from the Stansted Airport Community Funds would cover the cost of solar panels at the village hall. See point 11.

Action: The clerk to get quotes for new signage at the village hall.

Action: Due to complaints being received, the clerk to raise a fault report for footpath 32 with Herts County Council. See point 19.

5. To receive petitions, comments and questions from the public

None.

6. To consider planning applications received by 14th March 2026

None received.

7. To receive bank statements, bank reconciliation and financial summary

These were received by the Council and found to be satisfactory.

Balance at 10/03/26 **£12,147.53**

Outgoings: 17/03/26 Lloyds Bank service charges £4.25

23/03/26 The Hundred Parishes annual subs £10.00

23/03/26 Mrs J Pettitt clerk's salary £422.62

30/03/26 M Vicary litter picking £130.00

07/04/26 E-scapes village hall mowing £200.00

Income: 12/03/26 Z Kelly, Catherine Wheel Quiz for Santa Bus maint. £340.90

26/03/26 Openreach wayleave £91.12

07/04/26 Albury village hall mowing donation £100.00

Balance at 14/04/26 **£11,912.68**

8. To agree payments due.

Internal audit fee £125, New Councillor Training £17, J Pettitt reimbursement for 4 new benches, £2156.40.

Resolved, proposed Cllr Kelly, seconded Cllr Jolly, that the payments due are paid.
Unanimously agreed.

9. To sign off the annual return for year end March 2026

The clerk previously prepared and circulated the accounts, bank reconciliation, asset register, explanation of variances, public rights notice and Annual Return. The internal audit has been completed. The chair and clerk/RFO signed the Annual Return ready for submission to the external auditor. **Action:** The clerk to submit the Annual Return to the auditors.

10. To receive the clerk's report (for information only). None.

11. To discuss the UK Government's Local Power Plan information received from Chris Hinchliff

The parish council will investigate if this can cover the installation of solar panels at the village hall. **Action:** Councillor Kelly will look into this

12. To discuss litter picking with respect to an enquiry from a resident interested in taking on the role

The councillors all agreed that litter picking cannot include the 60mph stretches of roads without footpaths. **Action:** the clerk will discuss the role with the resident who has shown an interest and find out the hours they were expecting it to involve. **Action:** the clerk will contact East Herts Council to see if they can supply sacks and a collection service.

13. To discuss the progress of creating the parish information board

Photos and the walks leaflet were emailed to Alex Jolly with an example of a board at Little Hadham.

14. To discuss the progress of repairing the Patmore Heath finger post

It is ready for installation and this needs to be planned once the hedge has been cut back and with safety measures in place.

15. To discuss the issue of the overgrown hedges and trees along the access road to Patmore Heath

We've had no further news of progress. The clerk asked a local contractor how much he would charge to cut back the hedges and he estimated £480. As it is uncertain who owns the verges, the parish council will contact the residents along the lane again to discuss progressing this. The clerk will see if any funding can be obtained from the locality budget for a one-off cut of this lane and other hedges at the village hall.

16. To discuss quotes received for a sandpit installation and new swing seats and chains and agree to proceed with orders of any that are acceptable

We received two quotes for sand pits. one at £1660 +VAT and one at £775 +VAT.

HAGS quoted £1,852.18 +VAT for 1 cradle seat, 1 toddler seat and 2 junior seats all with chains including fixings and delivery.

The cheaper sandpit quote and the swing seats total £2627.18 (excluding VAT which we can reclaim.

Santa monies donated = £3660.77.

This would leave a remainder of £1033.59 to spend on the play area.

The councillors discussed the quotes. **Resolved**, proposed Cllr Kelly, seconded Cllr Jolly, that the swing seats should be ordered and the second sandpit quote of £775 should be accepted. Unanimously agreed.

17. To discuss progress of buying a storage shed and new benches for the village hall using the £1,000 grant received from the locality budget

A shed has been installed at a cost of £150 and equipment including pétanque balls, step ladder and a padlock have been purchased for £66.87. These were paid for from the village hall account. After a pétanque rake has been purchased, the remainder of the £1000 will be transferred to the parish council to put toward the cost of the new benches. This will be approximately £733. Four benches were purchased at a cost of £1797 +VAT

(total £2156.40). A donation of £1200 is due from the Albury Parochial Charities to put toward the cost of the benches.

18. To discuss the progress of new signage for the village hall

A local artist has been engaged to produce the signs and also a sign containing the rules of pétanque.

19. To discuss any footpath issues in the footpath report

Damage to footpath 32 has been reported. Footpath 14 has a broken kissing gate. **Action:** the clerk will report this.

20. To discuss any crime reports received. None.

21. To suggest agenda items for the Annual Parish Council Meeting to be held Tuesday 12th May 2026 at 7.15 pm at the Village Hall

Locality budget grant application, Stansted Airport Community Fund grant application, Signage at village hall, fingerpost at Clapgate, painting of railings at Itch Lane, Patmore Heath access road, sandpit and swings, footpath issues, village info board, tree work at the village hall, Albury school update, solar panels from the local power plan, crime reports

The Chair closed the meeting at 8.50 pm

Signed.....

Date.....

DRAFT