

AYLBURTON PARISH COUNCIL
Minutes of the meeting held on Tuesday 4th September 2018, 7.00pm in Aylburton
Methodist Church Hall

PRESENT: Cllr. Steph Lord (Chairman)
 Cllr. Frankie Evans (Vice-Chairman)
 Cllr. Andrew Blamey
 Cllr. John Harrison
 Cllr. Colin Newman
 Cllr. David Bayliss

ATTENDING: Meg Humphries (Clerk)
 John Ridley (Ducktown Echo)

No/Ref	Item/Notes	Action
1. 22.18/19	To receive apologies for absence Cllr. Woodward sent his apologies, which were accepted.	
2. 23.18/19	To note declarations of interest None.	
3. 24.18/19	To approve the accuracy of the minutes of the Full Council Meeting on 03.07.18 Approved, and signed by Cllr. Lord.	
4. 25.18/19	To approve the accuracy of the minutes of the Annual Parish Meeting on 05.06.18 Approved, and signed by Cllr. Lord.	
5. 26.18/19	Councillor reports, district and county. Cllr. Evans: FoDDC's Allocations Plan had now been formally adopted. She circulated a map showing Aylburton's boundary for permitted development.	
6. 27.18/19	Planning a. To note comments regarding P0867/18/FUL Lodge Barn, Upper Common No objections. b. To consider any other new planning applications and agree any objections and comments. Development at the school – no objections. The Warren P1109/18/FUL no objections; P1290/18/LBC Aylburton Primary School no objections. c. To receive any progress reports on local planning matters. No additional planning matters raised.	
7. 28.18/19	Parish a. BT Kiosk. ACTION: Cllr. Lord to continue liaising with AUCA, relaying BT's recommendations and any other information to AUCA to inform any decisions or actions. b. Allotments. Cllrs. Newman and Blamey remain on standby to deal with allotment holders' queries in the first instance. It was agreed unanimously to increase the rent to £40 in February 2019 for all plots. c. Parish Patch. KJ Toombs valued this last year. ACTION: Valuation of recreation ground at Upper Common for purposes of insurance to take place; Clerk to progress. d. Grass Cutting. It was agreed to defer this until the October Full Council meeting to allow Cllr. Woodward to be present. e. The Cross Monument. Cllr. Harrison confirmed that Gloucestershire County Council were progressing the matter. Cllr. Harrison reported that	SL MH

	<p>it seemed unlikely that there would be significant financial support from Lydney Park Estate. ACTION: Clerk to write to Lydney Park Estate to thank them for their contribution to the recent report, and to send letterheads to Cllr. Harrison.</p> <p>f. Armistice Day. John Ridley, editor of Ducktown Echo, was invited to participate in the meeting. He circulated a draft front cover for October 2018 edition, listing those villagers lost in WW1. It was agreed that the edition would go out around 12/10/18 to fit with Armistice Day. Memorial event would be from 10.50 on Sunday 11th November. ACTION: Cllr. Lord to look into securing a celebrant and suitable location (to take account of road safety concerns) and to send out details to relevant parties. Cllr. Bayliss to contact Mary Court, Church Warden, about the possibility of bellringing at event.</p> <p>g. Milling Crescent. The council has received numerous complaints about caravan parked allegedly illegally in this location. ACTION: Clerk to make FoDDC aware of the situation.</p> <p>h. Snow warden & Grit Bins. Cllrs. Lord and Evans visited all grit bins; Lodge Lane bin has since been installed. Cllr Newman confirmed that he is happy to remain as snow warden for the time being.</p>	<p>SL; DB</p> <p>MH</p>
<p>8. 29.18/19</p>	<p>Council</p> <p>a. Standing orders. Further amendments needed before these can be adopted. ACTION: Clerk to amend to latest wording regarding data protection, plus P8, point x – 2.5 hours rather than 2.0, then recirculate.</p> <p>b. Register of Member’s Interests. To present completed ‘Register of Member’s Interests’ forms to Clerk for processing.</p> <p>c. GDPR. Clerk reported that the council was now a member of ICO and that GDPR compliance was progressing.</p> <p>d. Asset Register. Tabled by Cllr. Evans and met with approval. It was noted that Cllr. Bayliss maintains the Garden of Remembrance on an ad hoc basis and that the council acknowledges this role and approves of it.</p> <p>e. Duck Town Echo. John Ridley (DTE Editor) was invited to participate in the discussion. It was agreed to keep advertising free where advertisers are local and community-minded, as they are at present.</p> <p>f. Banking. ACTION: Clerk to add all councillors as signatories and to arrange separate deposit account for any grant funding applied for specifically the Cross restoration.</p> <p>g. Litter Picking payments from FoDDC. There were some discrepancies between what should have been paid and what has been paid in 2016-17. ACTION: Clerk to contact FoDDC to investigate and to respond to SLA letter.</p> <p>h. Council meetings. It was officially agreed to hold meetings every month, excluding January and August. Meetings would generally be on the second Tuesday of the month.</p>	<p>MH</p> <p>MH</p>
<p>9. 30.18/19</p>	<p>Finance</p> <p>a. Payments. Cllrs. Lord and Newman signed cheques.</p> <p>b. Income. £675.45 received from FoDDC (Litter-picking payment)</p> <p>c. Funding/Donations. No requests received.</p> <p>d. VAT. The last claim was done in January 2018. No action required at present.</p> <p>e. Insurance. ACTION: Clerk to update asset list held by insurer, ask insurer how often assets should be checked, check with insurer</p>	<p>MH</p>

	<p>whether third parties are covered and to make an asset inspection record grid.</p> <p>f. Website. ACTION: All councillors to visit the website and bring any thoughts to the October meeting for a discussion on the future of the website.</p> <p>g. Road Safety. Cllr. Evans meeting Cllr. Alan Preest on 7/9/18 to request funding for additional speed survey.</p>	
10. 31.18/19	<p>To receive a Road Safety Group update from the Clerk.</p> <p>In August the group met with Brian Watkins of Gloucestershire Highways to discuss viable road safety options for the village. The meeting was very useful and Brian Watkins is now getting various costings to help inform any action.</p>	
11. 32.18/19	<p>To note the Clerk's Report, in particular:</p> <p>a. Training request (GAPTC Budget Planning and Precept Setting 5/10/18, £40) Approved.</p> <p>b. Request for 1 week of annual leave in October (22nd-26th). Approved.</p>	
12. 33.18/19	<p>Public forum</p> <p>Cllr. Newman reported that the cherry tree in the churchyard was starting to lean and may in time fall and cause damage to the wall.</p> <p>ACTION: Clerk to investigate whether any free advice available from a tree warden or similar.</p>	MH
13. 34.18/19	<p>To agree the date of the next meeting – provisionally Tuesday 9th October 2018. Agreed.</p>	

Meeting closed: 9.25pm

Signed:..... Chairman

Date:.....