

# Meeting Pack

for March 2019 Full Council  
7.00 p.m. on Tuesday 12<sup>th</sup> March 2019

## Item 4 To receive/note any county and district councilor reports

### **Alan Preest's GCC Councillor's Report:**

*Positive investment in Lydney and beyond has been demonstrated since May last year.*

*Gloucestershire County Council (GCC) has provided more than £900.000 in funding for the modernisation of the GCC owned rail crossings, which are operated and maintained on the council's behalf by Dean Forest Railway. One of the crossings is located where the rail track crosses the A48 town by-pass and the other is on Harbour Road. The Dean Forest Railway, along with its Link with the main railway network is a vital element in the tourism economy of the Forest of Dean.*

*Dean Forest Railway, along with Lydney company Mabey Bridge must also be congratulated on the restoration and reinstatement of the 127 year old St Mary's footbridge, which on the 9th March was officially reopened.*

*On the theme of Railways, GCC are continually monitoring the performance of services, on the Cheltenham (Lydney) Maesteg route ( and return). Since 14 October last year, the service, which is now operated by Transport For Wales on behalf of the Welsh Government has seen a significant deterioration in timetabled services. GCC have written to Transport For Wales expressing concern, and the Office of Mark Harper MP has been kept up to date on the issue. On the Buses. Stagecoach West until the 31st March are running a comprehensive "Network Review and Consultation" focusing mainly on the Forest Area. Among their starting principles are : ensuring retained peak-time capacity across the Forest into Gloucester as the primary local centre and improved connections to Lydney as a local centre.*

*However, it is imperative that as many people as possible engage with the consultation. You can do so by post, (Stagecoach West, Freeport GR 1497, 65 London Road, Gloucester, GL1 3HF), by email, ( west-enquires@stagecoachbus.com) or by telephone (01452 418630).*

*At GCC we believe in empowering our Councillors to make a real difference in our local communities by investing through our "Growing Our Communities " fund directly to local organisations potentially benefiting a wide range of people.*

*In my Lydney/Aylburton Division over the last 11 months, significant amounts have been awarded to Dial a Ride, the Forest Sensory Group, the Cricket Club, the Relay For Life, Forest Exiles Cricket Club, the Rugby Club, the Football Club, the Victoria Centre, Lydney Tae-Kwon-Do, Bathurst Pool, the Town Hall, the Tennis Club, Bathurst Park, the Boxing Club, the Yacht Club and Aylburton Parish Council.*

*Work continues under my GCC Planning Infrastructure remit to ensure that GCC Highway Planning becomes a stronger and integral part of the Local Planning Process. In essence a more common-sense approach. Among key local decisions recently have been the application for a Funeral Home at Neds Top in Lydney North, where residents views were heard and acted upon, and, of course the B & M Stores application in Hams Road which hopefully has the potential to transform and reinvigorate that area of Town.*

*At this point it is also appropriate to thank both the GCC Highways team and the GCC Legal team for the sterling work that they have had to do in picking up the pieces on the Oakdale Estate Bus Link and resolving the issue.*

*Recent Highway carriageway resurfacing has taken place in Church Road and Station Road, and, a Bus Shelter is due to be erected at the junction of Allaston Road with Court Road.*

*The Chepstow Transport Study, a Report has recently been published . I am a member of the GCC Team that will form part of a cross-Authority working group that has been set up specifically, based on the Report, to look at initiatives to ease congestion along that transport corridor.*

*In what is a ground breaking scheme for Gloucestershire ( Stonehouse and definitive connections between Gloucester and Cheltenham will follow). GCC recently secured £1 million of funding from Gloucestershire First Local Enterprise Partnership (GFirstLEP). The primary rationale for the scheme is to improve connectivity by the delivery of enhanced improvements to walking and cycling links. This falls within the context of the Lydney Transport Strategy and the GCC Local Transport Plan. The scheme will create a pleasant, safe and accessible network of pathways around Lydney, linking Aylburton, Lydney town centre, the railway stations, Dean Academy and nearby residential developments. Since 2013 a tremendous amount of positive collaborative partnership working between Lydney Town Council and GCC has enabled this project to develop and fulfill the key objectives and stringent requirements of GFirstLEP.*

*GCC met in February to formulate and set its budget for 2019/20.*

*Key highlights include:*

*£179m extra Capital investment into Schools.*

*£11m extra into Children's Services.*

*£2m extra into Adult Services.*

*£150m investment into the continuation of Highway Improvements (rolling programme)*

*£150k to help fund the pressures in maintaining subsidised Bus Services.*

*£50k to help tackle School Holiday Hunger.*

*Locally specific:*

*£10k in the Forest District towards a Youth Initiative Pot.*

*£25k specifically for Local Members to spend on "minor" Highway improvements.*

*Cllr Alan Preest*

*Gloucestershire County Council*

*Lydney Division*

**Item 8a: BT Kiosk, Upper Common To note offer of Growing our Communities grant; to note advice from BT regarding treatment of cables when relocating the kiosk.**

- Grant has been offered, accepted and will arrive in the parish council's new 'project' bank account by 3<sup>rd</sup> April.
- BT information regarding wires under kiosk follows: *The power supply was disconnected by Western Power Distribution on 14<sup>th</sup> August 2018. It will have been disconnected and pot-ended approximately one metre away from the concrete base. ['pot ended' = insulating device to terminate the unconnected end of an energized cable]* Suggest Clerk to pass this information to AUCA.

**Item 8b: The Cross Monument. To receive an update on restoration project and consider tree-trimming around the monument (SL/JH/MH)**

*Re restoration project, on 25/02/19 Hayley Fearnside of GCC wrote: I have now heard back from our Legal Department and Highways England (HE) are in the process of sorting the application to the Land Registry which transfers this land to Gloucestershire County Council (GCC). Our Legal Department will send them a signed plan to go with the form so will probably be a few weeks before it's registered. I should add that we have been chasing HE, but sadly this hasn't been a priority for them. Rest assured that we will send the completed registration to show it's in GCC's name once it's done.*

**Item 8d: Management of trees/hedges on Upper Common. To note the reply from Lydney Park Estate (SL/FE)**

*Good Morning Meg*

*Thank you for your email of 15th February regarding 2 hedges at Upper Common.*

*We have inspected these hedges and found that there are no health issues with any of the trees growing in the hedges. We unfortunately do not have the resources to remove or trim these trees when the work required is for aesthetic reasons only.*

*We would be happy for Aylburton Parish Council to instruct and fund the removal/cutting of these trees as long as any work completed on Lydney Park Estate land, our approved contractor is used. If you would like the contact details of an approved contractor for the hedge trimming work, please let me know. You will also be required to notify the Estate Office and liaise with any grazing tenant over timing of any work and make arrangements to remove any cuttings from any such trimming work.*

*Timing for cutting and trimming of hedges should be avoided between 1st March and 31st August as this is the main breeding season for nesting birds. It is an offence under Section 1 of the Wildlife and Countryside Act of 1981 to intentionally take, damage or destroy the nest of any wild bird while it is in use or being built.*

*With regards to Alex Robinson. Alex will be leaving Savills employment at the end of March and therefore, will no longer be working for Lydney Park Estate. There will be no replacement for Alex when he leaves, if you would like to forward any future correspondence, please mark it for the attention of Gavin Green who is our Estate Manager.*

*If you should have any query or question, please do not hesitate to contact me.*

*Kind regards*

*Gail*

*Lydney Park Estate  
The Estate Office  
Park Farmhouse, Old Park  
Lydney, GL15 6BU*

**Item 8 f: Grave Maps. To receive an update from Clerk in searching for these.**

*Clerk: The church warden doesn't have them, and she has also checked with Philip Blatchley (funeral director) and Registry Office. Gloucestershire Archives don't have them, nor does the diocese.*

**Item 8i iTo receive an update on Sandford Lane resurfacing requests.**

*On 27/02/19 Brian Watkins emailed: Thank you for your email. When I visited the site on the 14th February the defects marked up for repair had been completed. As your photograph shows this particular section of road is in a very poor condition with potholes forming on a regular basis, ultimately this section of carriageway needs resurfacing. In the meantime I will arrange for the road to be inspected again for any defects that meet the safety intervention criteria.*

**Item 8i ii Flashing road sign project. To receive an update regarding the funding application.**

*On 21/02/19 Clerk wrote to REACR:*

*REACR funding for Aylburton Parish Council*

*I would like to thank REACR, on behalf of the Aylburton Parish Council, for continuing to ringfence the money (£2,410) that was awarded to the council in the last round of*

applications. I note that you have been holding this since October 2018. I would also like to apologise for the further delay in the uptake of the money. Following our comprehensive survey of parishioners and investigating options the council fully supports the purchase and installation of a mains-powered Vehicle-Activated Sign at the west entrance to the village.

We are advised by Gloucestershire County Council Highways that the cost of such a sign is £4,000 and as such we ask that you consider, at the next panel meeting, the possibility of awarding a further £1,590 to make the total awarded £4,000 so that we can proceed as soon as possible. If the council is required to complete another application form for this purpose, please advise us and we will do so. Also, please do let me know if you require any supporting documentation in order to consider this request.

At time of compiling the meeting pack, no response had been received but it is hoped that a further update can be made at the March Full Council meeting.

**Item 8i iii. To receive an update on reporting of hazardous 'lip' in footpath between Cross and Orchard Close.**

on 18/2/19 Brian Watkins replied to our request: *Thank you for your email. I have asked Ameys safety inspectors to carry out an inspection and arrange for any repairs that may be necessary.*

On 7/3/19 Brian Watkins updated: *When on site a gentleman who I believe had tripped at this location stopped and had a chat with us. My contractor will raise a ticket for my approval to remove the edging kerbs and reinstate the footway.*

**Item 8i iv. To receive an update on the refreshing of road makings in the parish.**

On 12/2/19 Brian Watkins replied to our request: *Thank you for the email. I have had a few discussions with the Parish Council regarding the road markings on the approach to and through the Village and other road safety related requests. I can confirm that the refreshing of the markings have been included in the 2019/2020 programme for bulk lining. There are a couple of SLOW markings that I am hoping to have refreshed in March when the residual salt levels on the road surface should be lower than they currently are.*

**Item 8k: Milling Crescent Planning Enforcement. To receive an update.**

On 20/02/19 Planning Enforcement replied to our email referring to eyewitness reports of frequent parking on the land in question: *In light of the information you have provided we will send out a final letter this week advising the owners to cease the use of that parcel of land for parking/residential purposes. Should no compliance be achieved with this letter then we will be compiling the report which will consider the expediency of taking formal enforcement action to resolve the breach of planning control.*

**Item 8o: Churchyard tree maintenance. To consider and agree further action in light of noted issues with various trees and in light of request from neighbouring resident**

**Email from neighbouring resident:** *We are the new owners of 5 Orchard Close in Aylburton which backs onto the lovely St. Mary's church of Aylburton. There is a huge tree which is in the grounds of the church and it is excessively overhanging into our garden and obscuring our view of the church and we are worried of it damaging our green house. I'm writing to ask if you will please take the steps to make it safe and enhance our view please. ... Of course if you need excess to the tree for assessing and cutting then you are welcome to use our garden as long as we know when that would be?*

**Item 9b: To approve council data protection policy / privacy notice, and to approve a link to it for inclusion in the next newsletter**

Please see the draft policy at <http://aylburton.net/newsite/wp-content/uploads/2019/03/DRAFT-v1-Aylburton-Parish-Council-General-Data-Protection-Regulations-and-General-Privacy-Notice.pdf>

**Item 9c: To approve upcoming meeting dates for 2019-20 civic year**

Proposed dates, based on the current arrangement of second Tuesday of the month, barring January and August:

- Tuesday 9<sup>th</sup> April 2019 (Parish Assembly)
- Tuesday 14<sup>th</sup> May 2019 (Annual Council Meeting)
- Tuesday 11<sup>th</sup> June 2019
- Tuesday 9<sup>th</sup> July 2019
- Tuesday 10<sup>th</sup> September 2019
- Tuesday 8<sup>th</sup> October 2019
- Tuesday 12<sup>th</sup> November 2019
- Tuesday 10<sup>th</sup> December 2019
- Tuesday 11<sup>th</sup> February 2020
- Tuesday 11<sup>th</sup> March 2020

**Item 10c: To approve any outstanding council payments.**

HMRC NI:	65.80
Clerk Pay Feb 2019:	263.57
Information Commissioners Office:	40.00
Clerk Expenses:	70.68
Merlin Dog Waste Collection:	£37.50
SARA Donation:	£100.00

**Item 10d: Income. To note any income known of received since the last meeting**

Allotment rent to date:	40.00
March Bank Interest:	c.00.35

**10e: Funding/Donations. To note and consider and any funding requests**

Received 5<sup>th</sup> March 2019 from Forest Sensory Services:

*March 2019*

*Dear Local Council*

*FOREST SENSORY SERVICES 2018 – 2019*

*We thought you might like to catch up on what has been happening here at Forest Sensory Services. We are a Forest of Dean Charity which only supports people within the Forest of Dean. We are here to offer advice, practical help and emotional support to those who are struggling with their hearing, sight or speech.*

*We offer a wide range of services and activities, these are specifically tailored to the needs of the people who we support and we also offer services to their carer's and families.*

*We provide a professional Eye Care Liaison Service and are one of the first community based services in the country, a flag ship for the Forest of Dean. This service offers those newly diagnosed or with worsening sight loss a vast amount of advice and support to help them stay independent. This advice can be as simple as using a black felt tip pen to write with, increasing the chances of them reading their own notes or placing a gadget in a cup which beeps when the cup is full, preventing scalds. For some, these simple items are just the beginning of a journey into independence. Some of the equipment can be costly, therefore we often help people to apply for grants for such items (£17k during the last year).*

*For those with hearing loss we have a fully trained team, they help with simple hearing aid maintenance, replacing batteries, cleaning and re-tubing of hearing aids (which should be done every six months). The team also offers general advice about hearing and where to go when things aren't quite right. As an organisation we also provide extra equipment to help with hearing loss, this includes; earphones that will work with hearing aids and equipment for tinnitus sufferers.*

*As well as these essential services we offer activities which reduce isolation, loneliness build*

confidence and self esteem through peer support. We offer subsidised transport to these events to ensure that nobody misses out. The activities we offer include :- balance and stability classes, reading group with talking books, lunch club, singing, hand bell ringing, craft (knitting and other crafts are taught), skittles, a religious group (with large print and braille bibles), regular outings accompanied by sighted guiders to ensure safety. All of our classes are available to anyone with sight, hearing or speech difficulties or loss. We make appropriate adaptations to ensure everyone is included. Our Hand Bell Ringers give regular community concerts to nursing homes and other organisations.

The list of classes continues to grow as we expand our services according to demand. In 2019 we will see the introduction of a Music jamming group for more experienced musicians, an outdoor activity group and even more user requested classes.

We have introduced outreach sessions in Coleford and Sedbury to ensure that we are visible within the local communities. By travelling to these locations we are able to assist people who are normally isolated within their own community and save them the difficult trip to town. We take equipment, information and advice to provide people with the support that they need. We plan to expand our Outreach groups in the coming months with Lydney and Bream already in the pipeline.

During 2018 we focussed on ensuring our sustainability for the future. We employed a part time member of staff to ensure smooth running in the event of illness or holidays. We have put many Volunteers and Trustees through comprehensive training schemes, around office procedures, hearing aids, equipment, signposting and we have also trained a second eye care liaison officer.

Recently we have opened an independent living shop, this service is not only for people with sight, hearing and speech difficulties but also those with dementia and other disabilities. The initial trial project was supported by Gloucestershire County Council. Many new clients have been signposted to this facility by statutory bodies, GP's and other organisations. It has shown how joint working within the community ensures that people are getting correct timely advice and equipment for their individual requirements. The shop operates a try before you buy scheme on most items which ensures suitability.

Financially we have also put ourselves on a more stable footing although of course we still need to raise a substantial sum of money each year to ensure the continuation of our important services.

With The Forest of Dean's population of 83,000 statistics show that 16,000 people are eligible for the support of our services. By catering for individual needs with a very flexible, user-led service we are able to offer help and support to each user whatever that may involve.

We currently have 257 clients on our database with a further 200 using the Independent Living Shop within the last 6 months. RNIB and Gloucestershire NHS Trust referrals will increase this number substantially in the coming year. Of course if we support 257 sensory impaired people we also support their carer's and families. The added value of our services is unmeasurable and we hope you can see that we are investing time and money into the Forest of Dean community. We receive no statutory funding and rely on grants and donations to raise the money needed to keep our vital services running. We hope that you will be able to support us financially in some way during the coming year.

If you require further information please do not hesitate to contact us.

Regards

Jackie Frost  
Centre Coordinator

**Item 11a: To approve, as per the Clerk's contract, subject to satisfactory performance, the scheduled pay incremental increase of the Clerk from 1st April 2019 from £9.50/hour to £9.94/hour (i.e. from NJC old SCP 16 to new SCP 6)**

Pay rates available at: <https://www.unison.org.uk/content/uploads/2018/08/New-NJC-Pay-Spine2018-2019.pdf>