



Aylburton Parish Council

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Thursday 6th June 2019

To all members of the Council

You are hereby summoned to attend the Full Council Meeting of Aylburton Parish Council at Aylburton Methodist Hall on Tuesday 11th June 2019 at 7.00 p.m. for the purpose of transacting the following business. **NEW: Where an item is followed by an asterisk this indicates that further information is available in the accompanying meeting pack.**

Ms Meg Humphries Clerk to the Council

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime and Disorder, Health and Safety and Human Rights.

Agenda for Full Council Meeting

To be held at Aylburton Methodist Hall from 7.00 p.m. on Tuesday 11th June 2019

Annual Council Meeting:

1. Delivery of Acceptance of Office form by Chairman.
2. To receive apologies for absence.
3. To note declarations of interest relating to the agenda.
4. To approve the accuracy of the [minutes of the Full Council Meeting on 14.05.19](#)
5. To receive an update in person from CCllr Alan Preest and to note any report from DCllr Mark Topping.
6. Public forum
7. Planning
 - a. To consider as consultee the application P0754/19/FUL: Sarsden, Lower Common: Construction of a dormer window in front elevation of roof and erection of a detached garage with hobby room above and associated works.
 - b. To consider any other new planning applications and agree any objections and comments.
 - c. To receive any progress reports on local planning matters
9. Parish.
 - a. **Grasscutting.** To note 2RH's completion of strimming Milling Brook and its banks, and to receive updates on grasscutting and vegetation management elsewhere in the parish.*
 - b. **Housing Needs Survey.** To receive an update.
 - c. **Cemetery contributions to LTC.** To note the current arrangements and discuss future provision.*
 - d. **Aylburton Water.** To note any updates from Cllr Lord following attendance of AW's AGM on 30.5.19.
 - e. **BT Kiosk, Upper Common.** To receive any updates (SL/FE)
 - f. **The Cross Monument.** To receive any update on restoration project (JH) and to note insurance information from GCC (MH)*
 - g. **Church Road residents' parking.** To note any updates including recent query with Highways.*
 - h. **Management of trees/hedges on Upper Common.** To receive any updates.

- i. **Lydney cycle link.** To receive any updates.
- j. **Grave Maps.** To receive any updates.
- k. **Overgrown hedge at the rear of the Cross pub.** To receive any updates and note parishioner letter on the matter*
- l. **Road safety:**
 - i. To receive any updates on Sandford Lane resurfacing requests.*
 - ii. Flashing road sign project. To receive an update regarding the funding application (MH)*
 - iii. To receive any updates on resolving hazardous 'lip' in footpath between Cross and Orchard Close.*
 - iv. To receive any updates on the refreshing of road makings in the parish.*
 - v. To note outcomes of query regarding trees on Chapel Hill.*
 - vi. To note any updates on investigating feasibility of a memorial bench being placed on the footpath to Taurus Crafts*
 - vii. To note any updates on query regarding ownership/maintenance of vegetation/trees around bus shelters.*
- m. **Asset Review.** To receive any update from FE & SL
- n. **Parish flower tubs 2020 and beyond.** To map out the existing containers and receive an update on tub 'adoption' by parishioners.
- o. **Churchyard tree maintenance.** To receive any updates on tree survey work.
- p. **Chapel Hill trees.** To receive any update.
- q. **Upper Common allotments.** To consider actions related to parishioner concerns about the allotment wall at Upper Common allotments. (SL/FE)
- r. **Footpaths.** To receive any updates (CN)
- s. **Stockwell Lane new fence.** To note new fence on Stockwell Lane installed by Lydney Park Estate.*
- t. **Bus Shelters maintenance.** To consider quotes for replacement roof for shelter by Sandford Road turning; to consider bus shelter cleaning arrangements.

10. Council

- a. **Asset Register.** To note and approve the [updated version](#) as circulated since the last meeting.
- b. **Financial Regulations.** To consider the [replacement financial regulations](#), based on the latest NALC model.
- c. **Press and Media Policy.** To consider a new policy on how the council will deal with [media and press](#), based on the latest NALC model.
- d. **Exempt item.** Item information excluded from the agenda under Schedule 12A, Local Government Act 1972.
- e. **Councillor photographs.** To make arrangements for taking photographs of all councillors and Clerk for the website.

11. Finance

- a. **Audit and AGAR.** To note the outcome of the internal audit and to approve the AGAR and arrangements for public access to accounts.
- b. **Payments.** To approve any outstanding council payments*
- c. **Income.** To note any income received since the last meeting*
- d. **Funding/Donations.** To consider and any funding requests including any further information on primary school 150th anniversary celebrations request.

12. To receive any additional notes from the Clerk.

- a. To consider the Clerk's request for annual leave Mon 15th July to Fri 26th July 2019 (2 weeks), leaving 3.8 weeks remaining for 2019/20.

13. To note the date of the next meeting – Tuesday 9th July 2019, 7pm