



Aylburton Parish Council

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Thursday 5th September 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 10th September 2019 at 7.00 p.m. for the purpose of transacting the following business. **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 7.00 p.m. on Tuesday 10th September 2019

Annual Council Meeting:

1. To receive apologies for absence
2. To note declarations of interest relating to the agenda
3. To approve the accuracy of the Minutes of the Full Council Meeting on 09.07.19
4. To receive a report on the Housing Needs Survey from Martin Hutchings (GRCC)
5. To receive any updates from district and county councils
6. Public forum
7. Planning
 - a. To consider any response to planning application P1232/19/PR3PA: Barn Adjacent to Chapel Hill Barn Chapel Hill Aylburton Gloucestershire GL15 6DF Prior approval to change the use from an agricultural building to Business (B1), including office space and workshop.
To consider any response to proposed Tree Preservation Order on the willow at 12 Rose Cottage.
 - b. To consider further investigating the benefit/feasibility of Aylburton producing a Neighbourhood Development Plan.*
 - c. To consider any response to the consultation on the proposed Affordable Housing SPD produced by Forest of Dean District Council*
 - d. To receive any update on addressing concerns over conservation area.*
 - e. To consider any other new planning applications and agree any objections and comments.
 - f. To receive any progress reports on local planning matters, including any developments in the Cross Inn's future.*

8. Parish.

- a. **Churchyard vegetation.** To receive an update on recent activity in the churchyard and to note and approve the proposed response to the parishioner.*
- b. **Grasscutting.** To receive updates on grasscutting and vegetation management in the parish.
- c. **Housing Needs Survey.** To note any updates.*
- d. **Aylburton Water.** To receive any updates.
- e. **BT Kiosk, Upper Common.** To receive any updates (SL/FE)

- f. **The Cross Monument.** To receive any update on restoration project (JH)
- g. **Church Road residents' parking.** To receive any updates.
- 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 vegetation around the Cross pub.** To receive any updates.
- 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 receive an update on the placement of a memorial bench near Taurus Crafts.*
 - vii. Vegetation management around bus shelters: to receive any updates.*
 - viii. Pothole and debris near Maplefield: to receive any updates.*
 - ix. To consider whether replacement verge markers are required on the approach from Alvington.
 - x. To note new request to Highways to trim vegetation on pavement near speed sign.*
- m. **Asset Review.** To receive any update from FE & SL
- n. **Parish flower tubs 2020 and beyond.** To receive any updates on mapping/quantifying the tubs (SL/FE)
- o. **Churchyard tree maintenance.** To receive any updates on tree survey work.
- p. **Upper Common allotments.** To consider actions related to parishioner concerns about the allotment wall at Upper Common allotments. (SL/FE)
- q. **Footpaths.** To receive any updates (CN)
- r. **Bus Shelter maintenance.** To receive any updates and consider cleaning arrangements
- s. **Bus Shelter roof repair.** To receive any updates and/or further information on funding and costs.
- t. **Flooding.** To note a sewage flooding issue raised by a parishioner – now passed to Chris McFarling to liaise with Severn Trent and other agencies as needed.

9. Council

- a. **Insurance.** To select and approve payment for insurer for 2019-22*
- b. **Councillor photographs.** To receive any updates on taking remaining photographs.
- c. **Facebook.** To consider whether it is worth opening a Facebook page for the council.*
- d. **Register of Members' Interests.** For members to complete the forms if applicable.

10. Finance

- a. **Audit and AGAR.** To receive any updates.
- 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.
- e. **Banking.** To approve: the addition of Cllr Topping and remove former Cllr Woodward from the list of signatories

11. To receive any additional notes from the Clerk.

12. Exempt item. Item information excluded from the agenda under Schedule 12A, Local Government Act 1972.

13. To note the date of the next meeting – Tuesday 8th October 2019, 7pm.