

AYLBURTON PARISH COUNCIL
Minutes of the Full Council Meeting held on Tuesday 8th October 2019, 7.00pm in
Aylburton Methodist Church Hall

PRESENT:

Cllr. Frankie Evans (Vice Chair)
 Cllr. David Bayliss
 Cllr. Andrew Blamey

ATTENDING:

Meg Humphries (Clerk)

No/Ref	Item/Notes	Action
1. 57.19/20	To receive apologies for absence Cllr John Harrison sent his apologies, which were accepted. Cllr Steph Lord sent her apologies, which were accepted. Cllr Colin Newman sent his apologies, which were accepted. Cllr Mark Topping sent his apologies, which were accepted. CCllr Preest also sent his apologies.	
2. 58.19/20	To note declarations of interest relating to the agenda. Cllr Evans declared an interest in item 7h.	
3. 59.19/20	To approve the accuracy of the minutes of the Full Council Meeting on 10.09.19. Approved; signed by Cllr. Evans.	
4. 60.19/20	To receive any updates from district and county councillors Update from CCllr Alan Preest noted. ACTION: Clerk to circulate before November meeting with a view to adding any relevant items to the agenda. DCllr Topping: Gave his apologies for this meeting; nothing to report.	MH
5. 61.19/20	Public forum None.	
6. 62.19/20	Planning a. To consider any other new planning applications and agree any objections and comments. None. b. To consider further investigating the benefit/feasibility of Aylburton producing a Neighbourhood Development Plan. Clerk is liaising with Kate Baugh, rural advisor, about attending a council meeting soon to discuss. c. To agree on 2+ councillors to form a team to identify serious Conservation Area concerns and to form a list to pass to the Clerk. It was agreed to defer this matter until the November meeting when more councillors would be present. d. To consider submitting a response regarding the Local Plan consultation. It was agreed to attempt to defer until the next meeting by requesting an extension. ACTION: Clerk to request an extension and to request 5 hard copies. e. To receive any progress reports on local planning matters. No further updates at this time.	MH
7. 63.19/20	a. Armistice Day. To consider plans for the service, 10.50am on Mon 11/11/19. It was agreed that the Clerk would approach the school with a view to a teacher leading the service. ACTION: Clerk to contact the school. b. Churchyard vegetation. To receive an update and consider action going forward. It was agreed that Cllr Bayliss would liaise with Martin Rice regarding treatment of brambles in the churchyard. The council agreed that they could not deal with brambles on land that they did not own. ACTION: Clerk to contact the resident who complained about the brambles with an update. Cllr Bayliss stated that he would be cutting the beech hedge of remembrance soon.	MH MH

	<p>c. Grasscutting. To receive updates on grasscutting and vegetation management in the parish, including considering a more eco-friendly approach. Deferred until November so that Cllr Topping can give his update.</p> <p>d. Housing Needs Survey. To note any updates and agree any next steps. Deferred until the November meeting.</p> <p>e. Aylburton Water. To receive any updates. Cllr Bayliss reported that works on the resident's home are imminent. Resident has been supported by councillors in a voluntary capacity.</p> <p>f. BT Kiosk, Upper Common. To receive any updates (SL/FE) No further updates at this time.</p> <p>g. The Cross Monument. To receive any update on restoration project. It was noted that Lydney Park Estate had cut the tree which was overhanging the monument. No further updates at this time.</p> <p>h. Management of trees/hedges on Upper Common. To receive any updates. Deferred until the November meeting.</p> <p>i. Lydney cycle link. To receive any updates. Cllrs Blamey and Topping attended the drop-in. Cllr Blamey reported that the aim is to widen the pavement to 3 metres along the whole of the cycle link, which, it was agreed, seemed impossible through Aylburton centre.</p> <p>j. Grave Maps. To receive any updates. Cllr Bayliss has asked the church warden to search again for the maps in light of new information regarding their appearance.</p> <p>k. Overgrown vegetation around the Cross pub. To receive any updates. Clerk and Cllr Lord have been chasing the owner and will continue to do so.</p> <p>l. Road safety:</p> <p>i. To receive any updates on Sandford Lane resurfacing requests. To be carried out 7am-7pm on 4th December.</p> <p>ii. Flashing road sign project. To receive any updates. <u>ACTION</u>: Clerk to circulate catalogue and add to the November agenda.</p> <p>iii. To receive any updates on resolving hazardous 'lip' in footpath between Cross and Orchard Close. This should have been done by 4th October; awaiting inspection to confirm.</p> <p>iv. To receive any updates on the refreshing of road makings in the parish. Noted as due to take place from 7th October to December.</p> <p>v. To receive an update on the placement of a memorial bench near Taurus Crafts. Bench is now installed and the council thanked Councillor Bayliss for his hard work. <u>ACTION</u>: Cllrs Bayliss to liaise with Cllr Lord about taking a photo of the resident who donated the bench, for the newsletter.</p> <p>vi. Vegetation management around bus shelters: to note that the area has now been maintained. The area has now been strimmed, and a few branches from behind the bus shelter on the Sandford Road junction have been removed.</p> <p>vii. Overgrown vegetation on pavement near speed sign. Noted as having now been trimmed, thus widening the pavement somewhat.</p> <p>viii. To note new complaint from resident re Sandford Road and Lower Common. Noted; Clerk has emailed Brian Watkins and expects a response imminently. <u>ACTION</u>: Clerk to chase Brian if needed, and report back to the resident once a response had been received.</p> <p>ix. To note the outcome of the Stockwell bus stop query with Highways. It was noted that due to Cllr Blamey's photos of the old bus stop pole, the matter has now been passed to the bus infrastructure team. <u>ACTION</u>: Clerk to chase up as needed.</p>	<p>MH</p> <p>DB</p> <p>MH</p> <p>MH</p>
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	<p>m. Notice Boards. To receive any updates on repairs. Clerk stated that notices often get wet or damp so some repairs were evidently needed but would appreciate a second pair of eyes. ACTION: Cllr Evans to inspect the two boards on Upper Common; Cllr Blamey to inspect Lower Common board.</p> <p>n. Parish flower tubs 2020 and beyond. To receive any updates. Clerk stated that no response had been received from Lydney Town Council yet due to a change in personnel.</p> <p>o. Churchyard tree maintenance. To receive any updates on tree survey work. No updates, as grave maps are still being located.</p> <p>p. Upper Common allotments. To consider actions related to parishioner concerns about the allotment wall at Upper Common allotments. (SL/FE) Lydney Park Estate have responded to the request for action and a member of their staff will inspect the area.</p> <p>q. Footpaths. To receive any updates. Cllr Bayliss reported that the Stockwell Lane footpath was overrun with brambles. ACTION: Cllr Bayliss will monitor the situation.</p> <p>r. Bus Shelter roof repair. To receive any updates. Amount of repair work needed is disputed. ACTION: Cllr Blamey to attempt to unblock gutters if possible. The council thanked Cllrs Blamey and Bayliss for their efforts.</p> <p>s. Flooding. To receive any updates. No updates.</p>	<p>FE & AB</p> <p>DB</p> <p>AB</p>
8. 64.19/20	<p>Council</p> <p>a. Councillor photographs. To receive any updates on taking remaining photographs. Cllrs Evans and Newman still need photos taken, so existing images have not been uploaded to the website yet.</p> <p>b. Facebook. To receive an update on a Facebook page for the council. Clerk reported that this was outstanding and would be completed before the November meeting. ACTION: Clerk to create Facebook page.</p> <p>c. Register of Members' Interests. For members to return/complete the forms if applicable. Some forms outstanding. ACTION: Clerk to send out a reminder prior to the November meeting.</p> <p>d. GAPTC Executive Committee Election. To consider submitting a vote. Clerk stated that the vote was no longer needed as due to a change in circumstances GAPTC had agreed to appoint all three candidates.</p> <p>e. Clerk annual appraisal. To note the outcome. It was noted that the Clerk's 12-month appraisal was satisfactory.</p>	<p>MH</p> <p>MH</p>
9. 65.19/20	<p>Finance</p> <p>a. Payments. To approve any outstanding council payments. Approved; cheques signed by Cllrs Blamey and Bayliss.</p> <p>b. Income. To note any income received since the last meeting. Noted.</p> <p>c. Accounts Q1. To note and sign off on Q1 of the bank reconciliation. Noted; signed by Cllr Evans.</p> <p>d. Funding/Donations. To consider any funding requests. Deferred until November meeting.</p>	
10. 66.19/20	To receive any additional notes from the Clerk. No further updates.	
11. 67.19/20	Exempt item. Item information excluded from the agenda under Schedule 12A, Local Government Act 1972.	
12. 68.19/20	To note the date of the next meeting – Tuesday 12th November 2019, 7pm. Noted.	

Meeting closed: 9.00 pm

Signed:..... Chairman

Date:.....