



Aylburton Parish Council

Parish Clerk: Meg Humphries • 6 Court Road, Lydney, Gloucestershire GL15 5SY • Tel: 01594 719245
Email: aylburtonclerk@outlook.com • www.aylburton.net/council

Thursday 6th February 2020

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 February 2020 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 an 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 December 2019

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 10.12.2019](#)
4. To discuss the option of a parish NDP and any other neighbourhood planning options with Kate Baugh of GRCC
5. To receive any updates from district and county councillors
6. Public forum
7. Planning
 - a. To consider as a consultee: P0083/20/COU: Town and Country Planning Act, 1990 (As Amended) Inver House, Chapel Hill, Aylburton, Lydney. Change of use of land to additional residential curtilage.
 - b. To receive any progress reports on local planning matters.
8. Parish.
 - a. Street-cleansing: to note information to be sent to FoDDC and adopt risk assessment and health and safety policy, and to receive any other updates.
 - b. Gravestone safety checks. To sign off on / suggest amends to a rota, risk assessment and process for assessing gravestones in the churchyard.*
 - c. Grasscutting. To receive any updates on current contracted work.
 - d. To receive updates on looking into feasibility of wildflower verges.
 - e. Housing Needs Survey. To note developments since the last meeting.
 - f. Phone Kiosk, Upper Common. To receive any updates (SL/FE)
 - g. The Cross Monument. To receive any update on restoration project.
 - h. Management of trees/hedges on Upper Common. To receive any updates.
 - i. Lydney cycle link. To receive any updates.
 - j. Overgrown vegetation around the Cross pub. To receive any updates.
 - k. Highways and Road Safety:
 - i. Flashing road sign project. To consider the options in the catalogue and select a preference; to receive any updates.

||

- ii. To receive any updates on the refreshing of road makings in the parish.
- iii. Stockwell bus stop query with Highways. To receive an update.
- iv. Drainage improvements: Church Road/Chapel Hill drains, plus drain outside 2 Walnut Gardens, following parishioner query.
- m. Notice Boards. To receive any updates on work to repair.
- n. Parish flower tubs 2020 and beyond. To consider quotations and select a contractor for 2020 and 2021.
- o. Churchyard tree maintenance. To consider tree survey as previously discussed, c. £250 cost (£500 in 20-21 budget)*
- p. Former Upper Common allotments wall deterioration. To receive any updates.
- q. Footpaths. To receive any updates.
- r. Bus Shelter roof repair. To receive any updates and consider further action.
- s. Flooding. To receive any updates.

9. Council

- a. Councillor photographs. To receive any updates on taking remaining photographs.
- b. To consider any activities the parish council could undertake to tackle climate change.*
- c. To consider recommendation to adopt the updated grievance and disciplinary policies as recommended by the National Association of Local Councils*

10. Finance

- a. Payments. To approve the following council payments:

Clerk Pay	£347.22
HMRC PAYE	£4.40
Merlin Waste: Dog Bins	£37.50
Mark Topping: Litter	£230.00
ICO Annual Fee	£40.00

- b. Income. To note any income received since the last meeting:

21/01/2020	Wayleave	£7.47
09/01/2020	Bank Interest	£0.33

- c. To formally note the final budget and the precept request.*

- d. Funding/Donations. To consider any funding requests.

11. To receive any additional notes from the Clerk.

Annual leave: I would like, to book annual leave for week commencing 16th March 2020. This leaves a zero balance for the current civic year (April 2019–April 2020).

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 10th March 2020, 7pm