



Aylburton Parish Council

Parish Clerk: Meg Humphries • 6 Court Road, Lydney, Gloucestershire GL15 5SY • Tel: 01594 719245
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Due to the risks presented by the COVID-19 pandemic, this meeting will be held **remotely** (exact format to be confirmed). We welcome any public forum items via email/phone at aylburtonclerk@outlook.com / 01594 719245.

Transparency and openness remain a priority to us, so we will be sharing all available information online and can also arrange for sets of paperwork to be delivered when requested.

Thursday 2nd April 2020

To all members of the Council

You are hereby summoned to participate as a member of Aylburton Parish Council **remotely on Tuesday 7th April 2020** 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 **remotely** on Tuesday 7th April 2020 (exact meeting format to be confirmed)

1. To receive any apologies for non-participation
2. To note declarations of interest relating to the agenda
3. To approve the accuracy of the [Minutes of the Full Council Meeting on 10.03.2020](#)
4. Public forum
5. To receive any updates from district and county councillors
6. Planning
 - a. To receive any progress reports on local planning matters.
None at this time. No new applications.
7. Parish: to note updates*
 - a. Flooding and Drainage
 - b. Grit stocks and storage. To receive any updates and agree on a way forward.
 - c. Allotments. To receive any updates.
 - d. Litterpicking: to note any updates
 - e. Churchyard safety: to note any updates.
 - f. Grass cutting: to note any updates.
 - g. Wildflower verges: to note any updates.
 - h. Housing Needs Survey: to note any updates

- i. Phone Kiosk, Upper Common: to receive any updates
- j. The Cross Monument. To receive any update on restoration project
- k. Management of trees/hedges. To receive any updates.
- l. Highways and Road Safety
- m. Notice Boards refurbishment
- n. Parish flower tubs 2020
- o. Churchyard tree maintenance
- p. Former Upper Common allotments wall deterioration
- q. Footpaths. To receive any updates.
- r. Bus shelters. To receive any updates
- s. Cross Inn. To receive any updates.
- t. Dog waste bins. To receive any updates

9. Council

- a) **Climate crisis: to note any updates on this topic.**
- b) **Parish Plan: to note any observations from councillors' re-reading of the Plan, and to consider any preparation work that could be carried out during Covid-19 lockdown.**

10. Finance

a. Payments. To approve the following council payments:

Clerk Pay	£347.42
HMRC PAYE	£4.20
PATA Payroll Q4 of 19/20	£23.25
GAPTC Subscription 20/21	£192.89
Lydney Estate Allotment rent	£90.00
FoDDC Green Waste Licences x2	£78.00

Merlin Waste: Dog Bins

POSTPONED UNTIL MAY ON PAYEE'S REQUEST

Also: Payments May onwards: arrangements to reduce risks to staff, councillors and payees.

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

09/03/2020	Bank Interest	£0.30
09/03/2020	Allotment Payment	£20.00
11/03/2020	Allotment Payment	£40.00

c. To approve GAPTC audit service for 2019/20 internal audit

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

11. To note correspondence and 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 – May Full Council Meeting is on Tuesday 12th May 2020 – **business likely to be dealt with remotely as with April's meeting.** Annual Council Meeting is postponed indefinitely.