

**AYLBURTON PARISH COUNCIL**  
**Minutes of the Full Council Meeting held on Tuesday 10<sup>th</sup> March 2020, 7.00pm in**  
**Aylburton Methodist Church Hall**

**PRESENT:**

Cllr Steph Lord (Chairman)  
 Cllr. John Harrison  
 Cllr. David Bayliss

Cllr. Andrew Blamey  
 Cllr. Mark Topping

**ATTENDING:**

Meg Humphries (Clerk)

No/Ref	Item/Notes	Action
1. 93.19/2 0	<b>To receive apologies for absence.</b> Apologies received from Cllr Newman and Cllr Evans. Accepted.	
2. 94.19/2 0	<b>To note declarations of interest relating to the agenda.</b> None.	
3. 95.19/2 0	<b>To approve the accuracy of the Minutes of the Full Council Meeting on 11.02.2020.</b> Approved; signed by Cllr Lord.	
4. 96.19/2 0	<b>Public Forum.</b> None.	
5. 97.19/2 0	<p><b>To receive any updates from district and county councillors</b>  <b>DCllr Mark Topping:</b></p> <ul style="list-style-type: none"> <li>• Solar Streets project – potentially the scheme could install 14 panels on a house for under £4K via economy of scale. Cllr Topping plans to arrange a presentation and to leaflet his ward, including the whole parish. The parish council was invited to put its logo on the leaflet as a mark of its support for the scheme. The scheme is not suitable for conservation area properties where the south-facing roof faces the highway. See also item 9a.</li> <li>• Cllr Topping described another scheme: Share Energy, which is where a ground source heat pump is shared between several houses (those on gas mains would not be eligible). Aylburton/Lower Common could act as a feasibility study area. Cllr Topping continues to gather information and consider the project.</li> <li>• Planning meeting – if the parish council has a particularly strong view on a planning application and it seems that the Planning department's decision will go against this, as the district councillor, Cllr Topping can 'call it into' Planning Committee for them to look at and make the decision.</li> <li>• Community litter-picks: Cllr Topping is looking to organise one in Lydney and one in Aylburton. Lydney's is scheduled for May 16<sup>th</sup>. Potential dates for an Aylburton litter-pick were a Saturday in May, and the activity would focus on Church Road and Lower Common.</li> </ul> <p><b>CCllr Alan Preest</b>          No report received.</p>	
6. 98.19/2 0	<p><b>a. To follow up on NDP discussion at the previous meeting and consider any next steps</b>          After some discussion it was agreed that the most suitable option for the parish would be to review the community plan (2009) to amend priorities as needed. Noted that the priorities in 2009 plan seem to not have changed. <u>It was agreed to</u></p>	

	<p>take forward a review of the community plan, and that the Clerk would circulate a copy of the existing plan to all councillors and add the matter to the April agenda.</p> <p><b>b. To note FoDDC's request for suggestions for development sites.</b> Noted. No sites to be sent.</p> <p><b>c. To receive any progress reports on local planning matters.</b></p> <p>i) Inver House: Following discussion on P0083/20/COU, Change of use of land to additional residential curtilage, Inver House Chapel Hill Aylburton Lydney Gloucestershire GL15 6DF at the February meeting, the Clerk had sought further information from Planning.</p> <p>The application's planning officer, Melissa Baldwin, has advised that if the application was granted permission, the permission would be without rights to build outbuildings/extensions on that piece of land, meaning that if the landowner did want to build even a shed on it they'd have to apply again, and so the parish council would be a consultee. Melissa has also sought additional information from the applicant on what material the boundary will be made from – fence, hedge, brick. This wasn't due to the parish council's query but it relates to it in terms of 'built' structures on former agricultural land.</p> <p>At the February parish council meeting it was agreed that the council did not object so long as it did not change the area of permitted development. This stance has been relayed to Melissa and will stand as the parish council's comment on the application.</p> <p>ii) The Clerk circulated the plans and some information leaflets about the Lidl store to be built on the outskirts of Lydney. The leaflets include details on how to comment. Leaflets can be posted out by the Clerk to any parishioner who wants one.</p>	MH
7. 99.19/2 0	<p><b>Parish: to note updates</b></p> <p><b>a. Flooding and Drainage.</b> Meeting pack material noted.</p> <p>Cllr Topping queried whether the parish council had a stash of sandbags and a system. There was a discussion on how best to meet flood-risk properties' needs. It was noted that the sluice gates on Lydney Park Estate (LPE) land may help mitigate flooding, and this area will be visited by representatives of LPE, the parish council and FoDDC in an upcoming meeting, date TBC. LPE are legally responsible for keeping the waterways on their land clear.</p> <p>Cllr Baylis raised the issue of the timing of high tide on the Severn, and that it was high tide at 12.30am on the day of the worst flooding, which meant that the gates down to the river were shut, which may have slowed the exit of flood water.</p> <p>Cllr Blamey remarked that LPE have cleared out a lot of the ditches and drainage lately but not all of them. For instance, the one which cuts across the allotments has never been done and has a flow rate of c. 50l/second. Also swimming bath feeder sluice no longer in use. In summary, fewer water routes than previously.</p> <p>Cllr Harrison will continue to chase up FoDDC for meeting dates and will ask FoDDC flood officers to bring a large map of the area to the meeting if possible, ideally to leave a copy with the parish council.</p> <p>It was agreed that the Clerk would ask FoDDC about the compensation scheme for flooded communities and any Severn Trent funding for that purpose.</p> <p>JH to liaise with residents on numbers of sandbags.</p> <p>J Awdry advised DB that there used to be a pond at the top of the LPE shooting area which used to attenuate flooding.</p> <p><b>b. Grit stocks and storage. To receive any updates and agree on a way forward.</b></p>	

<p>The meeting pack material was noted. The Clerk advised that the Two Rivers garages were not an option having enquired. <u>It was agreed that the Clerk would look into and circulate rough costs of a dedicated grit bin, ideally with access from the side and the top. Clerk also to advise Ray Woodward that a location had been identified and storage was being arranged.</u></p>	<b>MH</b>
<p><b>c. Allotments. To receive any updates.</b> Update in meeting pack noted. Cllr Topping raised the issue of a fridge being dumped on the Parish Plot.</p>	
<p><b>d. Litter-picking: to note any updates.</b> Cllr Topping has noticed numerous larger objects in need of collecting so will take photos and send to Clerk for reporting to FoDDC and/or Highways.</p>	
<p><b>e. Churchyard safety: to note any updates.</b> Update in meeting pack noted. Ongoing. Cllr Lord raised the idea of a church yard working party. Cllr Bayliss advised that at the moment things were in hand and he was finding the workload acceptable. The Clerk advised that green bin licences are £39 each for 2020/21, and <u>the council agreed to order two as per usual, and the Clerk to arrange payment accordingly.</u></p>	<b>MH</b>
<p><b>f. Grass cutting: to note any updates.</b> None at this time.</p>	
<p><b>g. Wildflower verges: to note any updates.</b> The trial is going well. Taurus Crafts have some reservations, so Cllr Topping has arranged to meet a manager on Friday (13/3) to discuss in full and explain the scheme. If needed, the trial area could be moved down to the area with cherry trees. <u>The council agreed to this area being a backup.</u> Cllr Topping has prepared a cultivation licence application, which was passed around for information. The cultivation licence it at no cost to the parish council.</p>	<b>MH</b>
<p><b>h. Housing Needs Survey: to note any updates.</b> No updates at this time.</p>	
<p><b>i. Phone Kiosk, Upper Common: to receive any updates.</b> No updates.</p>	
<p><b>j. The Cross Monument. To receive any update on restoration project and to consider request to ‘yarn bomb’ the monument for one week in April.</b> The update in the meeting pack noted. Cllr Harrison has prepared a funding application (<u>which the council approved</u>) to go to Summerfield Trust tomorrow (11/3).</p>	
<p><u>It was agreed that the council approved the yarn bombing of the Cross memorial by the WI.</u> Cllr Blamey will advise the WI meeting today.</p>	<b>AB</b>
<p><b>k. Management of trees/hedges. To receive any updates.</b> The pruning season has now passed, with some hedges having received adequate attention and others not. The council noted the importance of keeping a close eye on this next autumn/winter and to encourage landowners to take their responsibilities seriously.</p>	
<p><b>l. Highways and Road Safety.</b> All updates in the meeting pack were noted. There was a discussion over the recent poor quality of pothole repairs. It was noted that there was now an orange barrier at the entrance to Carol Bendall’s land on Stockwell Lane, perhaps related to recent communications with Highways on the poor state of surfaces and drainage in the area.</p>	
<p><b>m. Notice Boards refurbishment.</b> Update in meeting pack noted. Glass is loose in Church Road board, so <u>Clerk will request that this is next board to be restored.</u></p>	<b>MH</b>
<p><b>n. Parish flower tubs 2020. To consider quotations and select a contractor for 2020 and 2021.</b> Cllr Newman had advised Clerk via email that it would be wise to keep the bedding stock the same as in previous years, i.e. geraniums and begonias, which are drought-resistant and can go without deadheading. It was agreed to use Lydney Town Council services to plant up tubs.</p>	
<p><b>o. Churchyard tree maintenance.</b> The tree survey of the churchyard has been booked for 8<sup>th</sup> April.</p>	

	<p><b>p. Former Upper Common allotments wall deterioration.</b> The update in the meeting pack was noted.</p> <p><b>q. Footpaths. To receive any updates.</b> None at this time.</p> <p><b>r. Bus shelters.</b> To receive any updates. Cllr Topping queried how to deal with hazardous waste, to which the Clerk suggested contacting FoDDC Environmental Health. <b>**Also ask Rise and Shine to use disinfectant.</b></p> <p><b>s. Cross Inn. To receive any updates.</b> Update in the meeting pack noted. While details were uncertain at present, it seems likely that the property will continue as a public house.</p> <p><b>t. Dog waste bins. To receive any updates.</b> Clerk advised on the recent confusion over the number of bins. <u>It was agreed to offer to take on the Memorial Hall bin and to advise Merlin of the total number. Clerk to action.</u></p>	MH																	
9. 100. 19/20	<p><b>Council</b></p> <p><b>a. To consider any activities the parish council could undertake to tackle climate change (deferred from February meeting)</b></p> <p>There was a full discussion on different sustainable energy schemes. The meeting noted that West Dean Parish Council had been having climate emergency conversations in various corners of its (much larger) parish. Other schemes discussed were the Village Veg and Food Hub schemes, and Community Orchard, on which there was a discussion of potential sites, key points. An orchard could lead to a community apple press. The idea of a community allotment and veg sharing was also raised. <u>It was agreed that the ideas and discussion could be taken further at the Solar Streets event.</u></p>	MH																	
10. 101. 19/20	<p><b>10. Finance</b></p> <p>a. Payments. To approve the following council payments:</p> <p>The following payments were approved and signed by Cllrs Lord and Harrison.</p> <table> <tr> <td>Clerk Pay</td> <td>£347.42</td> </tr> <tr> <td>HMRC PAYE</td> <td>£4.20</td> </tr> <tr> <td>Merlin Waste: Dog Bins</td> <td>£37.50</td> </tr> <tr> <td>Expenses: Stamps</td> <td>£14.64</td> </tr> <tr> <td>Tudor Rose Carpentry (notice bd)</td> <td>£168.34</td> </tr> <tr> <td>LATE ADDITION (routine contract payment):</td> <td></td> </tr> <tr> <td>Mark Topping</td> <td>£230.00</td> </tr> </table> <p><b>b. Income. To note any income received since the last meeting:</b></p> <p>The following income was noted.</p> <table> <tr> <td>10/02/2020</td> <td>Bank Interest</td> <td>£0.34</td> </tr> </table> <p><b>c. To approve and sign off Quarter 3 of the 2019-20 Bank Reconciliation.</b></p> <p>Approved; signed by Cllr Lord.</p> <p><b>d. Funding/Donations. To consider any funding requests.</b> None.</p>	Clerk Pay	£347.42	HMRC PAYE	£4.20	Merlin Waste: Dog Bins	£37.50	Expenses: Stamps	£14.64	Tudor Rose Carpentry (notice bd)	£168.34	LATE ADDITION (routine contract payment):		Mark Topping	£230.00	10/02/2020	Bank Interest	£0.34	
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11. 102. 19/20	<p><b>11. To note correspondence and any additional notes from the Clerk. All already covered.</b> All items already covered.</p>																		
12. 103. 19/20	<p><b>Exempt item. Item information excluded from the agenda under Schedule 12A, Local Government Act 1972. Ongoing.</b></p>																		
13. 104. 19/20	<p><b>To note the date of the next meeting – Tuesday 7th April 2020, 7pm, will be the Annual Parish Meeting and April Full Council Meeting</b></p>																		

Meeting closed: 9pm

Signed:..... Chairman

Date:.....