

AYLBURTON PARISH COUNCIL

Minutes of the Full Council Meeting held on Tuesday 7th April 2020, 7.00pm remotely

PARTICIPATING:

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

Cllr. Colin Newman
Cllr. Mark Topping
Cllr. Frankie Evans

SUPPORTING:

Meg Humphries (Clerk)

No/Ref	Item/Notes	Action
1. 001. 20/21	To receive apologies for non-participation. None.	
2. 002. 20/21	To note declarations of interest relating to the agenda. None.	
3. 003. 20/21	To approve the accuracy of the Minutes of the Full Council Meeting on 10.03.2020. Approved; signed by Cllr Lord.	
4. 004. 20/21	Public Forum. A parishioner has commented that there used to be some 'no dog fouling' signs on Milling Crescent, and these have long since deteriorated. She suggested replacing these as a way to decrease fouling levels. It was resolved to take action to renew these signs. Action: Clerk	MH
5. 005. 20/21	To receive any updates from district and county councillors DCllr Mark Topping: Food security. FoDDC is looking at taking steps throughout the district to increase local food production because of an anticipated national labour shortage in farming and food production this summer. Farmers and landowners are being approached with a view to providing land for community growing projects and village market gardens. We spoke at the last parish council meeting about a 'village veg' scheme as a climate emergency project. It might be that FoDDC will take this idea forward now at speed. Solar Streets project still waiting on IDDEA to produce a suitable draft leaflet - but the whole project will obviously now be delayed. Community litter picks (Aylburton & Lydney) postponed at least until September, hopefully to coincide with Keep Britain Tidy campaign. CCllr Alan Preest No report received.	
6. 006. 20/21	Planning a. To receive any progress reports on local planning matters. None at this time. No new applications.	
7. 007. 20/21	Parish: to note updates Cllr Harrison, on behalf of his fellow councillors, expressed his thanks to Cllrs Lord and Topping for organising the volunteer effort in the parish. a. Flooding and Drainage	

	<p>There was a discussion centring on possible further steps to be taken by landowners to mitigate risk of future flooding, with some difference in opinions about how much of the flooding in December was avoidable. No quorate decision was made on measures to take (Clerk had suggested a letter to LPE) during lockdown. The meeting with FoDDC Flooding team and LPE will be arranged once lockdown is lifted; this has already been agreed by Council earlier in 2020.</p> <p>b. Grit stocks and storage. To receive any updates and agree on a way forward. There was a discussion on the necessity of a grit reserve due to the many grit bins in the parish, which are more convenient and seem to meet local need. As there was no quorate decision this is to be taken forward to the May meeting for resolution.</p> <p>c. Allotments. To receive any updates. Noted. Clerk to place a notice at the allotment reminding ploholders of social distancing guidelines.</p> <p>d. Litterpicking: to note any updates Council noted the need to postpone the community litterpick, and Mark's willingness to continue the litterpicking contract. Cllr Bayliss mentioned that he had been doing some litterpicking during his (social distanced) local walks on Church Road.</p> <p>e. Churchyard safety: to note any updates. The churchyard memorial safety policy will be considered for adoption at the May meeting.</p> <p>f. Grass cutting: to note any updates. Noted.</p> <p>g. Wildflower verges: to note any updates. Cllr Topping reported that he had liaised with Taurus and Martin Rice about the location, and would now prepare some signage.</p> <p>h. Housing Needs Survey: to note any updates</p> <p>i. Phone Kiosk, Upper Common: to receive any updates. Noted.</p> <p>j. The Cross Monument. To receive any update on restoration project. Noted. Cllr Harrison made a suggestion of diverting Summerfield Trust funds to the Forest Food Bank. To be officially approved at the May meeting if Summerfield Trust are in agreement.</p> <p>k. Management of trees/hedges. To receive any updates. No updates at this time.</p> <p>l. Highways and Road Safety. Noted.</p> <p>m. Notice Boards refurbishment. Noted.</p> <p>n. Parish flower tubs 2020. Noted.</p> <p>o. Churchyard tree maintenance. Noted.</p> <p>p. Former Upper Common allotments wall deterioration. Noted.</p> <p>q. Footpaths. To receive any updates. No updates at this time.</p> <p>r. Bus shelters. To receive any updates. No updates at this time.</p> <p>s. Cross Inn. To receive any updates. No updates at this time.</p> <p>t. Dog waste bins. To receive any updates. The Clerk has instructed Merlin Waste to invoice the council for the full 8 bins in the parish as previously agreed at the March meeting.</p>	
<p>8. 008. 20/21</p>	<p>Council</p> <p>a. To consider any activities the parish council could undertake to tackle climate change (deferred from February meeting). See Item 5.</p> <p>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. Deferred until May meeting to allow for digestion of Plan and a fuller discussion.</p>	
<p>10. 009. 20/21</p>	<p>10. Finance</p> <p>a. Payments. To approve the following council payments: Approved and signed by Cllrs Lord and Blamey. Clerk Pay £347.42</p>	

	<p>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</p> <p>The meeting unanimously supported the Clerk's recommendation to switch to electronic payments for the duration of social distancing.</p> <p>b. Income. To note any income received since the last meeting: The following income was noted.</p> <table> <tr> <td>09/03/2020</td> <td>Bank Interest</td> <td>£0.30</td> </tr> <tr> <td>09/03/2020</td> <td>Allotment Payment</td> <td>£20.00</td> </tr> <tr> <td>11/03/2020</td> <td>Allotment Payment</td> <td>£40.00</td> </tr> </table> <p>c. To approve GAPTC audit service for 2019/20 internal audit. <u>It was agreed to approve the engagement of the GAPTC audit service for the 2019/20 internal audit. Clerk to progress.</u></p> <p>d. Funding/Donations. To consider any funding requests. None, but it was suggested to divert Summerfield Trust funds (for Cross monument) to food bank. Cllr Harrison to look into this possibility with Summerfield Trust.</p> <p>Cllr Newman proposed donation to Great Oaks, seconded by Cllr Topping, agreed by Cllr Lord and Cllr Bayliss. Amount not yet formally agreed – to be approved at the May meeting.</p>	09/03/2020	Bank Interest	£0.30	09/03/2020	Allotment Payment	£20.00	11/03/2020	Allotment Payment	£40.00	
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11. 010. 20/21	11. To note correspondence and any additional notes from the Clerk. All already covered. Noted.	MH									
12. 011. 20/21	Exempt item. Item information excluded from the agenda under Schedule 12A, Local Government Act 1972. Ongoing. Not updates at this time.	JH									
13. 012. 20/21	To note the date of the next meeting – Tuesday 12th May 2020, 7pm (May Full Council). The Annual Council Meeting is postponed indefinitely.										

Signed:..... Chairman

Date:.....