



# Aylburton Parish Council

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Due to the risks presented by COVID-19, this meeting will be held **remotely** via Zoom – joining link is <https://us04web.zoom.us/j/79687882677>

We welcome any public forum items – please contact the Clerk if you would like to submit something. As usual we will be sharing all available information online and can also arrange for sets of paperwork to be delivered when requested.

Thursday 7<sup>th</sup> May 2020

## To all members of the Council

You are hereby summoned to participate as a member of Aylburton Parish Council **remotely via Zoom on Tuesday 12<sup>th</sup> May 2020** for the purpose of transacting the following business. [Please refer to the Meeting Pack for any notes on agenda items.](#)

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 via Zoom** on Tuesday 12<sup>th</sup> May 2020

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 07.04.2020](#)
4. Covid-19 community action: To **officially express thanks to the volunteers and to receive an update on activity in the parish to meet vulnerable parishioners' needs.**
5. Public forum
6. To receive any updates from district and county councillors
7. Planning
  - a. To receive any progress reports on local planning matters.  
None at this time. No new applications.
8. Parish: to note updates\*
  - a. Flooding and Drainage, including Unmanaged Ditches and Culverts. To agree on actions to take remotely to progress good flood mitigation in the parish. To note flood damage grants and consider how to disseminate information.
  - 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 consider adopting the [memorial safety policy](#).
  - f. Grass cutting: to note the appointment of MowTech to mow Upper Common upon the dissolution of AUCA.
  - 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 including Speeding
- m. Notice Boards refurbishment. To receive any updates
- n. Parish flower tubs 2020
- o. Churchyard tree maintenance. To note TrunkArb report and consider actions.
- 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 and note new cost per collection: was £37.50, now £60 (fortnightly).

## 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 lockdown.**
- c) **Code of Conduct: to review and re-adopt existing Code (routine review).**
- d) **Asset Register: to review and note the addition of the additional dog bins.**

## 10. Finance

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

Clerk Pay	£347.42
Merlin Waste: Dog Bins	£120.00 (£60 x 2 as no payment last month)
FoDDC Green Waste Licences x2	£78.00
Simply Gardens – Weedspraying	£130.00
Clerk Expenses – Stamps	£15.60

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

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

09/04/2020	Bank Interest	£0.30
09/04/2020	Allotment Payment	£40.00
15/04/2020	Allotment Payment	£40.00
17/04/2020	Precept pt 1 of 2	£8,226.00
20/04/2020	Allotment Payment	£40.00

**c. Audit 2019/20: To approve the council certifying itself as exempt from external audit due to both income and expenditure being under £25,000.**

**d. Audit 2019/20: Progress update from the Clerk**

**e. Funding/Donations. To consider any funding requests and to officially approve the diversion of £800 Summerfield Trust grant to the Forest Food Bank.  
To consider amount to donate to Great Oaks Hospice and formally approve donation.**

**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 – June Full Council Meeting is on Tuesday 9<sup>th</sup> June 2020 (virtual meeting via Zoom). (Annual Council Meeting is postponed indefinitely.)**