

AYLBURTON PARISH COUNCIL

Minutes of the Full Council Meeting held on Tuesday 9th June 2020, 7.00pm remotely

PARTICIPATING:

Cllr Colin Newman (Chair)
Cllr John Harrison

Cllr Andrew Blamey
Cllr Mark Topping

ATTENDING:

Meg Humphries (Clerk)

| No/Ref | Item/Notes | Action |
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| 1. 026. 20/21 | To receive apologies for non-participation. Apologies received from Cllrs Steph Lord, Frankie Evans and David Bayliss. Accepted. | |
| 2. 027. 20/21 | To note declarations of interest relating to the agenda. None. | |
| 3. 028. 20/21 | To approve the accuracy of the Minutes of the Full Council Meeting on 12.05.2020. Approved; signed by Cllr Newman via post following the meeting. | |
| 4. 029. 20/21 | 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. Cllr Topping reported that the need for volunteers had been very low overall and that activity was now extremely quiet. | |
| 5. 030. 20/21 | Public Forum In April 2020 a parishioner had brought up via Facebook that the 'no dog fouling' signage in Milling Crescent had disintegrated. The Clerk reported that she had ordered some more signage from FoDDC, and Cllr Topping offered to put the signage up. ACTION: Clerk to pass signage to Cllr Topping. | MH |
| 6. 031. 20/21 | To receive any updates from district and county councillors DCllr Mark Topping: No updates CCllr Alan Preest: No updates | |
| 7. 032. 20/21 | Planning a. To consider P0528/20/FUL: 9 Orchard Close, Aylburton: erection of a single storey rear extension. Conversion of existing garage and extension at first floor over existing garage to create an additional bedroom and ensuite bathroom. Erection of detached double garage. Cllr Harrison remarked that the proposed works seemed in keeping with the rest of the close. The parish council had been copied into one objection from a parishioner due to concerns over the resident running their business from home, but the council was aware of no complaints received on noise/activity over the years and therefore it was resolved to submit a 'no objections' comment. b. To consider P0619/20/FUL: Barn Adjoining, Chapel Hill Barn, Chapel Hill, Aylburton. Change of use of existing barn to a dwelling house and associated landscaping works. It was resolved to submit a 'no objections' comment. c. To receive any progress reports on local planning matters. None. | MH MH |
| 8. 033. 20/21 | 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. There was a discussion over the likelihood that the water had | |

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| <p>originated on Lydney Park Estate grounds, which eyewitness reports suggest. <u>It was resolved</u> for the Clerk to modify the letter in light of the discussion to prompt consideration of the matter by the land manager, and to request a meeting as soon as safe to do so in light of coronavirus.</p> | MH |
| <p>b. Highways and Road Safety. To note any updates, including speeding, and recent Road Safety Group meeting. Noted, including the emerging issue of cycle path surface/drainage issues. <u>ACTION:</u> Clerk to report overgrowth of tree covering existing VAS sign; Clerk to circulate VAS catalogue to councillors; Clerk to report A48 tree overgrowth.</p> | MH |
| <p>c. Footpaths. To receive any updates. The meeting thanked Cllr Blamey for cutting back the overgrown footpaths behind the allotment. Cllr Newman will keep an eye on the parish footpaths.</p> | |
| <p>d. Management of trees/hedges. To receive any updates. No updates at this time.</p> | |
| <p>e. Former Upper Common allotments wall deterioration. To note any updates. No updates at this time; ongoing</p> | |
| <p>f. Cross Inn. To receive any updates. It is believed that the White Hart at Broadoak owner now owns the Cross Inn and is presumably now awaiting the reopening of public spaces.</p> | |
| <p>g. Allotments. To note any updates. Two plots remain unpaid for; Cllr Newman to chase up if he sees him. The Parish Patch plot has a fridge in it, which could pose environmental risks. <u>ACTION:</u> Clerk to write to tenant.</p> | MH |
| <p>h. Grass cutting: to note any updates. Cllr Blamey advised that he had cut the grass by the bus shelter; Martin Rice is also able to do this as and when needed, as part of his rounds.</p> | |
| <p>i. Wildflower verges: to note any updates. There had been some positive and some negative comments. Cllr Topping reported that he had carried out a survey of the unmown section of verge to see how many flowers there were in a square metre, and was surprised to find in excess of 20 species flowering there and then. He also saw a lot of butterflies and bees visiting it. The area will be cut at the end of August, probably twice, to get it down to normal length.</p> | |
| <p>j. Parish flower tubs 2020. To note any updates. The Clerk reported that these had now been planted. In previous years the flower club had planted up the George Inn's large container. <u>It was resolved</u> to write to the George Inn to advise that the council is willing to plant up the container annually with summer bedding, but the maintenance of the container's structure is the responsibility of the owner.</p> | MH |
| <p>k. Notice Boards refurbishment. To note any updates. The Clerk reported that the final board for refurbishment – Lower Common – is currently being worked on and will probably back up by end of month.</p> | |
| <p>l. Phone Kiosk, Upper Common: to receive any updates. None; ongoing.</p> | |
| <p>m. The Cross Monument. To receive any updates. Cllr Harrison suggested the cost of an interpretation board could be lowered if attached to a wall, and he plans to investigate the possibility of putting it on the (Lydney Park Estate owned) wall next to the monument.</p> | |
| <p>n. Bus Shelters. To receive any updates. None; ongoing.</p> | |
| <p>o. Litterpicking: to note any updates. Community litterpicking session: on hold until social distancing ceases. Ongoing.</p> | |
| <p>p. Dog waste bins. To receive any updates and note new cost per bin: £3.90, up by 15p. Noted.</p> | |

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| | <p>q. Churchyard tree maintenance. The Clerk has requested a quotation from TrunkArb for this work.</p> <p>r. Housing Needs Survey: to note any updates. None; ongoing.</p> <p>s. Wayleave. To note details of, and consider granting permission for, Western Power Distribution's works on Upper Common Rec to improve the power network. Noted and approved. ACTION: Clerk to return paperwork to Western Power Distribution.</p> <p>t. Grit stocks and storage. To note any updates. Ray has rehomed the grit; no further action required.</p> <p>u. Parish Plan – to note and consider observations about 2009 plan's objectives. Ongoing.</p> | MH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>9. 034. 20/21</p> | <p>Council</p> <p>a) Climate crisis: to receive any updates on this topic. Cllr Topping gave an update on the FoDDC-led food resilience project: The Taurus Crafts site was not an option, so FoDDC is now approaching Lydney Park Estate.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>10. 035. 20/21</p> | <p>10. Finance</p> <p>a. Payments. To approve the following council payments:</p> <table border="0" data-bbox="343 1176 1053 1635"> <tr> <td>#0601</td> <td>M Humphries</td> <td>Clerk Pay</td> <td>£351.62</td> </tr> <tr> <td>#0602</td> <td>Merlin Waste</td> <td>Dog Bins</td> <td>£62.40</td> </tr> <tr> <td>#0603</td> <td>M Rice</td> <td>Grass</td> <td>£631.44</td> </tr> <tr> <td>#0604</td> <td>Rise & Shine</td> <td>Bus Shelters</td> <td>£60.00</td> </tr> <tr> <td>#0605</td> <td>Great Oaks</td> <td>Donation</td> <td>£500.00</td> </tr> <tr> <td>#0606</td> <td>GAPTC</td> <td>Audit</td> <td>£165.00</td> </tr> <tr> <td>#0607</td> <td>Tudor Rose</td> <td>Notice Brd</td> <td>£168.34</td> </tr> <tr> <td>#0608</td> <td>M Humphries</td> <td>Flower Tubs</td> <td>£85.00</td> </tr> <tr> <td>#0609</td> <td>MowTech</td> <td>Upper Cmn</td> <td>£135.00</td> </tr> <tr> <td>#0610</td> <td>Coinros</td> <td>Bedding</td> <td>£400.00</td> </tr> </table> <p>The Clerk brought the meeting's attention to the £10 increase in payment #0610, due to the need for some additional compost.</p> <p>b. Income. To note any income received since the last meeting:</p> <table border="0" data-bbox="343 1780 821 1814"> <tr> <td>11/05/2020</td> <td>Interest</td> <td>£0.34</td> </tr> </table> <p>Noted.</p> <p>c) Audit 19/20:</p> <p>i. To note the Annual Internal Audit Report. Noted</p> <p>ii. To note the detailed audit report from GAPTC and resulting actions from GAPTC's audit service including Clerk remarks in right-hand column. Noted.</p> | #0601 | M Humphries | Clerk Pay | £351.62 | #0602 | Merlin Waste | Dog Bins | £62.40 | #0603 | M Rice | Grass | £631.44 | #0604 | Rise & Shine | Bus Shelters | £60.00 | #0605 | Great Oaks | Donation | £500.00 | #0606 | GAPTC | Audit | £165.00 | #0607 | Tudor Rose | Notice Brd | £168.34 | #0608 | M Humphries | Flower Tubs | £85.00 | #0609 | MowTech | Upper Cmn | £135.00 | #0610 | Coinros | Bedding | £400.00 | 11/05/2020 | Interest | £0.34 | |
| #0601 | M Humphries | Clerk Pay | £351.62 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| #0602 | Merlin Waste | Dog Bins | £62.40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| #0603 | M Rice | Grass | £631.44 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| #0604 | Rise & Shine | Bus Shelters | £60.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| #0605 | Great Oaks | Donation | £500.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| #0606 | GAPTC | Audit | £165.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| #0607 | Tudor Rose | Notice Brd | £168.34 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| #0608 | M Humphries | Flower Tubs | £85.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| #0609 | MowTech | Upper Cmn | £135.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| #0610 | Coinros | Bedding | £400.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11/05/2020 | Interest | £0.34 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | iii. To approve the Annual Governance Statement 2019/20 (Section 1 of AGAR). Approved iv. To approve the Accounting Statements 2019/20 (Section 2 of AGAR). Approved. | |
| 11.036.20/21 | 11. To note any correspondence and any additional notes from the Clerk, including an update about pay rates for 2020-21. Noted. | |
| 12.037.20/21 | 12. Exempt item. Item information excluded from the agenda under Schedule 12A, Local Government Act 1972. Ongoing. | |
| 13.038.20/21 | 13. To note the date of the next meeting – July Full Council Meeting is on Tuesday 14th July 2020 (virtual meeting via Zoom). Noted. Clerk to explore the potential for this meeting to be in person, depending on how the next month goes and on guidelines from GAPTC and NALC. | |

Meeting closed: 8.16 pm

Signed:..... Chairman

Date:.....

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