



Aylburton Parish Council

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Meeting Pack

Aylburton Parish Council

September Full Council Meeting (Tues 08/09/2020)

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 draft [Minutes of the Full Council Meeting on 14.07.2020](#)
4. Covid-19 community action: to receive any updates on activity in the parish
5. Public forum
6. To receive any updates from district and county councillors
7. Planning
 - a. To note consultation on FoDDC's Housing Strategy
To view document (and comment as an individual as you wish) go to: <https://www.fdean.gov.uk/planning-and-building/planning-policy/housing-strategy/> . The parish council can also choose to comment as a council if a common view can be established.
 - b. To note consultation on MHCLG's proposed changes to the planning system
See <https://www.gov.uk/government/news/launch-of-planning-for-the-future-consultation-to-reform-the-planning-system> for a summary of changes.
 - c. To receive any progress reports on local planning matters
8. Parish: to note updates*
 - a. Flooding and Drainage: to note any updates including brook clearance and culvert work.
Brook clearance by Two Rivers is scheduled to take place this month. I am in the early stages of liaising with Highways, Alan P etc. to discuss enlarging the culvert under A48, as recommended by Flooding Engineer Sophie Reed.
 - b. Highways and Road Safety. To note any updates, including speeding, and Road Safety Group update.

Speeding	<p>VAS – Flashing speed sign The funding bid for REACR has been submitted and a decision is expected around the end of September.</p> <p>Community Speedwatch – operators have had their training and the first session has taken place.</p> <p>Other road safety measures – we continue to look into options and costs for speed countdown signs near Sandford Road, and gates for the A48 roadside. We are also looking into wider community activities.</p> <p>Next road safety meeting: Wed 16th Sept 7pm via Zoom; all welcome.</p>
A48: Debris from road surface around Maplefield	Chased numerous times; Highways advise that they are currently looking into this thanks to an email from Cllr Harrison to Brian Watkins. I continue to chase this up.

Missing Bus Stop sign pole nr Stockwell Lane	Pole in place; sign not yet in place. 19/08/20: 'Once we return to normal working we will install the bus stop flag.'
Poor drainage on Church Road	24/2/20: Clerk raised the issue of the poor quality of gullies with Brian Watkins, and he has asked his contractors to inspect the gullies and arrange for any clearance work as required. In April Cllr Lord reported that this looked to have been worked on so it is hoped that this has been resolved, although it is hard to know until we get some heavy rain.
Need for a new grit bin at lower end of Chapel Hill loop	New grit bins seem to have been placed on Chapel Hill but the old damaged one remains.
Upper Common – ditches in poor state	The ditches have been dug out in the past week or so, by Highways. Large piles of soil remain but it is expected that these will be removed soon.
A48/Sandford Road street sign missing	New sign installed. MATTER TO BE CLOSED.
Lower Common/Colliers Pitch - poor visibility at junction due to hedge overgrowth	To be re-reported as although Highways advise it's been dealt with, the issue remains.
Lower Common/Sandford Road road surface	This isn't yet on any work programme but I will continue to bring it up.
A48 road markings	On 09/02/2020 Brian Watkins replied: Thank you for your email. we refreshed the markings on the approach to the village from the Chepstow direction up to and including the 30 limit. The markings through the village are in a reasonable condition so I have put this on hold until I have confirmation that the resurfacing of the A48 from Aylburton to Lydney Roundabout (past Taurus Craftes). If this scheme does get into the programme then I will arrange for both sections to be remarked. I get a better rate if I combine the two lining schemes together. I will follow up on this soon to clarify whether it is likely to happen. Followed up 09/07/20. No word yet; will chase again in Sept.
Church Road poor surface	Church Road resurfaced 24/08/20. MATTER TO BE CLOSED.
Creeping verge at west end of village (near existing speed sign)	Reported numerous times, including most recently on 24/02/20. Highways advise that it has been rectified but it remains the same. I will re-report this month.
Poor drainage on Sandford Road	Reported on 24/02/20. Some work has been carried out to address this so it is hoped that it has been resolved for the time being.
Tree overgrowth encroaching onto A48 footpath at	Reported to Highways on 24/02/20. I once again raised this with Highways and once again for a 'no fault found' response, so I have raised it again with pictures and a

west end of village	fuller description.
Poor drainage on Chapel Hill	Reported to Highways on 24/02/20. Some work has been carried out to address this so it is hoped that it has been resolved for the time being.
Poor drainage on Stockwell Lane	<p>Reported 24/02/2020.</p> <p>Highways' Clive Saunders wrote on 09/06/20: Hi Meg The lengthsman gang cleaned around the gullies whilst attending the salt bin on the end of the lane the other week.</p> <p>I am going to arrange for jetting and a small CCTV survey at the lower end of the lane to see if we can locate any buried old gullies.</p> <p>I have checked the area with a metal detector for metal grids, but many of the old ones only had concrete slabs on them, so difficult to find. I also have to arrange a drainage CCTV survey outside number 50 High street, so can tie the two sites in together.</p> <p>Not sure of a date for this work at present, some things are getting back to near normal, others not. Will keep you informed.</p> <p>Regards Clive</p> <p>I will chase this during Sept.</p>
Missing road sign on Lower Common	Replacement sign has been installed. MATTER TO BE CLOSED.
Mud/debris on road at Stockwell Lane	Request made to Lydney Park Estate for awareness and attempts to clear; LPE have advised that they have been making efforts to clear up but that it isn't particularly effective. Watching brief.
Cycle Path – teething troubles – surface breakup, drainage issue	Reported to Highways, and I've been informed that these issues have now been dealt with. If someone can confirm this, I will close this item.
Church Road – missing grille on a drain	Reported as an urgent matter to Highways on 29/06. They advised it would be dealt with straight away.
Missing Chapel Hill sign (by Cross monument)	Replacement sign has been installed. MATTER TO BE CLOSED.
Millbrook Green – loose/noisy drain cover	Highways investigated this, and identified it as owned by Severn Trent so have requested a repair from them.
Millbrook Green – dropped kerbs	Suggestion from a resident – to be requested from Highways.

- c. Footpaths. To receive any updates.
- d. Management of trees/hedges. To receive any updates including on tree works and trimming of beech hedge in Garden of Remembrance.
TrunkArb are booked for the end of September to carry out the work formerly agreed.

The tree works planning application is currently with FoDDC. Martin Rice is trimming the beech hedge in the next fortnight.

- e. Former Upper Common allotments wall deterioration. To note any updates.
- f. Cross Inn. To receive any updates.
- g. Allotments. To note any updates. *There is still a vacant plot, so please put the word out.*
- h. Grass cutting: to note any updates.
- i. Wildflower verges: to note any updates.
This was mowed and raked mid-August. Cllr Topping to give any further updates verbally during the meeting.
- j. Parish flower tubs 2020. To note any updates
- k. Phone Kiosk, Upper Common: to receive any updates
- l. The Cross Monument. To receive any updates.
- m. Bus Shelters. To receive any updates.
Glass shelter: a pane of glass has been smashed and a replacement is on order.
- n. Litterpicking: to note any updates.
- o. Dog waste bins. To receive any updates.
- p. Housing Needs Survey: to note any updates.
- q. Armistice Day: to agree plans for this year (Wednesday 11th November).
- r. Rubble on A48 verge (from cycle path project) affecting mowing: to agree an approach to resolving.

9. Council

- a) Exempt item. Item information excluded from the agenda under Schedule 12A, Local Government Act 1972.
- b) To note arrangements for the Clerk's annual review – due July.
- c) To note recommendations for continuing with virtual meetings for the time being, and to agree an approach to meetings up to March 2021.

10. Finance

a. Payments. To approve the following council payments:

#0901	M Humphries	Clerk Pay	£351.62
#0902	Merlin Waste	Dog Bins	£62.40
#0903	M Rice	Grass	£601.44
#0904	MowTech	Upper Cmn	£108.00
#0905	Community First	Insurance	£326.45

b) To ratify the payments made in August:

#0801	M Humphries	Clerk Pay	£351.62
#0802	Merlin Waste	Dog Bins	£62.40
#0803	M Rice	Grass	£601.44
#0904	D Kraushaar	Allot. Refund	£30.00

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

06/07/2020	Allotment pymt	£30.00
09/07/2020	Interest	£0.32
10/08/2020	Interest	£0.27

d) Audit 19/20: To note the end of the Annual Governance and Accountability Return process for 2019-20. *The Public Rights Notice ended on 17th August; no parishioners requested to inspect the accounts. This concludes the process for 2019-20.*

11. To note any correspondence and any additional notes from the Clerk

a) Jubilee Wood conservation group – to note plans to establish this voluntary group.

**12. To note the date of the next meeting – October Full Council Meeting is on Tuesday
13th October 2020 (format TBC)**