



# Aylburton Parish Council

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## Meeting Pack

Aylburton Parish Council

October Full Council Meeting (Mon 19/10/2020)

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*Please pay particular attention to items with a blue 'Decision Required' heading, as these items need a council decision during the meeting.*

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**5. Public forum: Comments received from parishioners since the last meeting. Please read the below comments and consider any further action the parish council will take.**

- i) *I would like to commend the actions of the Speed awareness group in trying to tackle the issue of speeding in the village, it has certainly become a major issue. There is another potential safety issue starting to arise in the village, I draw attention to large SUV type vehicles and larger vans pulling in forwards into the spaces in the high street. Those vehicles that have reversed in are extremely compromised in being able to pull out safely as vision is being practically obscured by the way the larger vehicles are being parked, meaning you have to virtually pull out in the road before you can see in either direction. If the council members could perhaps assess the dangers and advise. We all appreciate parking isn't easy in the village on a good day, but it has to be done as safely as possible.*  
*Clerk's response in summary: Observation that it may be difficult to enforce but that it would be worth raising this with Highways to consider what may be done to keep things as safe as possible.*
- ii) *I have questions regarding the garages and the Cross Inn, both of which are to be honest very untidy and looking dilapidated. Is there anything ongoing to encourage the relevant owners to tidy things up?*  
*Clerk's response in summary: description of the efforts the council was taking to influence good management of both.*
- iii) *Hello, I have just come home from the school run. It is pouring it down with rain and I had to wait close to 7 minutes to be able to cross the road with my children. This is the case most mornings and parents at Aylburton have been talking about the issues of being able to cross that road safely. There is also the added issue that most cars going down the road do not do 30mph even at school drop off and pick up hours.*  
*Is there a chance of having a zebra crossing put in? What can we do as parents to show our need for one. Lydney had one put in just down from the town hall despite there being a safe traffic light crossing system in place. I understand we have a pelican crossing but try standing there waiting to cross with two school children (6&4) and a pushchair. It's not fun and it certainly doesn't feel safe.*  
*Clerk's response in summary: acknowledged the difficulty and the worry caused by no crossing, especially for families. Mentioned road safety plans and that a*

*crossing was still on our radar and remained top of the wishlist but pointed out high costs and difficult criteria to meet.*

- iv) *Motocross noise complaints: The parish council received 5 noise nuisance complaints following the motocross event at Park Farm on 26-27 September. All complaints have already been emailed to members, and FoDDC advise us that they are aware of the complaints and are looking into the matter. All complainants have been made aware of FoDDC's reply.*

**8. Parish: to note updates**

- a. Flooding and Drainage: to note any updates including brook clearance and culvert work, and to note that funding for safety harness and signage is not desired by residents at this time.
- Ditches have been dug out on Upper Common but debris remains; Cllr Evans and Alan Preest are seeking completion of the task from Highways.
  - Alan Preest has been told about the aim of enlarging the culvert. Clerk checked in with Sophie Reid, who advised that the scheme was being pitched to GCC's head of drainage and flooding and that Sophie would keep us updated.
  - Floodwater management: I am to discuss the idea of dropping the kerb by the allotments with Alan Preest and Brian Watkins this month.
  - Brook clearance has disappointingly not taken place; latest interaction with Two Rivers suggests mid-October.
  - Ray advised that safety harness and any road signage would not be used during a flood, therefore he declined the offer from the parish council to buy them.
- b. Highways and Road Safety. To consider the purchase of additional wheelie bin 30 mph stickers (c.£2 each) and signage; to note any updates, including speeding, and Road Safety Group update.

Speeding/ Road Safety	<ul style="list-style-type: none"> <li>• <b>Flashing speed sign:</b> The funding bid for REACR has been submitted; <b>REACR have been in touch to say that they will be making a decision in November (later than originally planned).</b></li> <li>• <b>Community Speedwatch – Five sessions have taken place in the last month and have gone well.</b></li> <li>• Next road safety meeting: <b>Wed 21st Oct 7pm via Zoom; all welcome.</b></li> </ul> <p style="text-align: center; color: blue; font-style: italic;"> <hr style="border: 1px solid blue; margin: 0;"/> <b>DECISION REQUIRED</b> <hr style="border: 1px solid blue; margin: 0;"/> </p> <ul style="list-style-type: none"> <li>• <b>Wheelie bin stickers – Mark Topping proposes the following:</b></li> </ul> <p>Some people have already started doing this in the village. The best I could find online was a pack of x12 30mph wheelie bin stickers for £16:</p> <p><a href="https://www.amazon.co.uk/Please-Carefully-Reduction-Wheelie-Stickers/dp/B015ZBA1RA?th=1">https://www.amazon.co.uk/Please-Carefully-Reduction-Wheelie-Stickers/dp/B015ZBA1RA?th=1</a></p> <p>A wheelie bin could have x3 stickers on it, so the message is visible from all angles. We could buy just one pack of 12 and make them available to parishioners for £1 each (so slightly subsidised) and we could see what the take-up is like, and get more if needed.</p>
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	<p>My feeling is that 30 mph would be good for the High Street, and that we could also buy a pack of x12 '20 is plenty' wheelie bin stickers and make them available for residents of Church Road and Sandford Road.</p> <p><a href="https://www.amazon.co.uk/Plenty-Speed-Reduction-Wheelie-Stickers/dp/B015WF94D6/ref=sr_1_1?crid=25BD8DCAEIN8Y&amp;dchild=1&amp;keywords=20%2Bis%2Bplenty%2Bstickers&amp;qid=1601997782&amp;sprefix=20%2Bis%2Bplenty%2Ckitchen%2C153&amp;sr=8-1&amp;th=1">https://www.amazon.co.uk/Plenty-Speed-Reduction-Wheelie-Stickers/dp/B015WF94D6/ref=sr_1_1?crid=25BD8DCAEIN8Y&amp;dchild=1&amp;keywords=20%2Bis%2Bplenty%2Bstickers&amp;qid=1601997782&amp;sprefix=20%2Bis%2Bplenty%2Ckitchen%2C153&amp;sr=8-1&amp;th=1</a></p>
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	Cleared springtime 2020. September 2020: Many drains clogged with debris from resurfacing, so was re-reported this month for cleaning.
Upper Common – ditches in poor state	The ditches have been dug out in the past week or so, by Highways. Some debris still there; Cllr Evans and Alan Preest are seeking completion of the task from Highways.
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	It appears that this may be covered by some work taking place in November – please let me know if you see any work in this area!
A48 road markings	On 09/02/2020 Brian Watkins replied: 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. Followed up again

	07/10.
Creeping verge at west end of village (near existing speed sign)	Reported numerous times, most recently in September. On 21/9 Highways advised me via email that the issue had been rectified.
Tree overgrowth encroaching onto A48 footpath at west end of village	Reported to Highways on 24/02/20. I once again raised this with Highways and once again for a 'no fault found' response, so on 14/09 I raised it again with pictures and a fuller description.
Poor drainage on Stockwell Lane	Reported 24/02/2020. Gullies cleaned June 2020 as part of resurfacing. Highways' Clive Saunders wrote on 09/06/20: "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. 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." I chased 10 <sup>th</sup> Sept. No response yet.
Cycle Path – teething troubles – surface breakup, drainage issue	I contacted the scheme's manager on 14 <sup>th</sup> Sept and he responded that he would request for the issues to be rectified by the contractor.
Millbrook Green – loose/noisy drain cover	Highways investigated this, and identified it as owned by Severn Trent so I have requested a repair from them.
Millbrook Green – dropped kerbs	Suggestion from a resident – it transpires that this road belongs to Two Rivers so I have written to them to make the request.

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*DECISION REQUIRED*

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- k. Phone Kiosk, Upper Common: to receive any updates  
*AUCA have advised that they no longer wish to relocate the kiosk. The council need to decide on any actions concerning the Upper Common kiosk, taking into account health and safety, and good asset management.*

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*DECISION REQUIRED*

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- l. The Cross Monument. To receive any updates and approve expenditure of £1,200 for plaque design and manufacture and which cost centres the payment will come from (see meeting pack)  
*Price from designer is in: £1,200. We have the £1,000 grant from Tesco, so that leaves £200 plus installation costs (not yet known) to find in the council's budget. We have made a saving of approximately £450 in newsletter printing this year due to the pandemic, therefore I recommend we make a virement of £400 from this budget into the 'village improvements' pot, giving a total of £1,400 for the project, and leaving any remaining money to go towards other village improvements either this year or next.*

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*DECISION REQUIRED*

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- m. Bus Shelters. To receive any updates including repair of the glass shelter. To formally accept the quote (from Ardian Outdoor) for repair: £395, of which £100 will be paid by the parish council, the rest by insurance.  
*Also note: Glass pane repair anticipated weekend of 17/10.*
- q. Armistice Day: to receive any updates on preparations (Wednesday 11<sup>th</sup> November).  
*Rev. Michelle Ireland is delighted to lead the ceremony. The primary school are very happy to be involved as normal. Obviously any plans are subject to social distancing / Covid restrictions at that time.*
- 9. Council**
- a) Exempt item. Item information excluded from the agenda under Schedule 12A, Local Government Act 1972. To note the conclusion of the Clerk's review.

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*DECISION REQUIRED*

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- c) To note improvements to the parish council website's accessibility, to ratify the parish council's [accessibility statement](#) and to approve overtime payment work on this by Clerk.  
*This took five hours of my time and was required by new web accessibility legislation. I used an online tool to identify problems and address them. Some issues remain as they require input from our web designer. I am liaising with him to get these remedied. I recommend that the overtime payment (c.£50) comes from the Website budget, which has £220 for this year, all of which is as yet unspent.*

## **10. Finance**

**b) To note the financial position reports at the end of the second quarter, and to agree arrangements for checking and signing of the bank reconciliation and internal controls checklist.**

*Please see overleaf:*

*Cashbook for up to end of Quarter 2 (01/04/2020 to 30/09/2020)*

*Budget Statement for up to end of Quarter 2 (01/04/2020 to 30/09/2020)*

*Bank Reconciliation for Q2*

*Internal Controls Checklist for Q2*

Meg Humphries

Parish Clerk

09/10/2020