



# Aylburton Parish Council

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Wednesday 2<sup>nd</sup> December 2020

## To all members of the Council

You are hereby summoned to participate as a member of Aylburton Parish Council **remotely via Zoom on Monday 7<sup>th</sup> December 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 on Monday 7<sup>th</sup> December 2020

**Meeting to be held via Zoom. Meeting ID: 875 8529 5293; passcode 606216.**

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 09.11.2020](#)
4. Councillor vacancy: to co-opt a new member.
5. Covid-19 community action: to receive any updates on activity in the parish
6. Public forum
7. To receive any updates from district and county councillors
8. Planning
  - a. To consider the application [P1879/20/TCA: Ivy Cottage 3 Cross Farm Close Aylburton](#) Removal of x 1 tree from Ivy Cottage.
  - b. To consider the [application P1878/20/FUL Town and Country Planning Act,1990 \(As Amended\) 6 Upper Common, Aylburton, Lydney, Gloucestershire](#). Erection of a first floor side extension with ground floor additions and associated works.
  - c. To consider the consultation on [Local Plan Economic Viability Assessment](#).
  - d. To note the extension of the consultation period for the [Preferred Options for the FoDDC Local Plan](#) and consider making any comments.
  - d. To consider the [Chepstow Transport Study public consultation event](#).
  - e. To receive any progress reports on local planning matters.
9. Parish: to note updates\*
  - a. Flooding and Drainage: to note any updates including brook clearance and culvert work, and to note the email from FoDDC about sandbags and consider a response (see [meeting pack](#))
  - b. Highways and Road Safety. To note any updates, including speeding, and Road Safety Group update. (For a full list of 'live' matters see [meeting pack](#).)
  - c. Footpaths. To receive any updates.
  - d. Management of trees/hedges. To note remaining issue of yew overhanging gardens. (see [meeting pack](#))
  - e. Former Upper Common allotments wall deterioration. To note any updates.
  - f. Cross Inn. To receive any updates.
  - g. Allotments. To note any updates.
  - h. Grass cutting: to note any updates.

- i. Wildflower verges: to note any updates.
- 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 including repair of the glass shelter.
- n. Litterpicking. To receive any updates and to note and approve the new litterpicking SLA from FoDDC (circulated for information to all councillors on 30/11/20)
- o. Dog waste bins. To receive any updates.
- p. Housing Needs Survey: to note any updates.

#### **10. Council**

- a) Exempt item. Item information excluded from the agenda under Schedule 12A, Local Government Act 1972.
- b) Website: to receive any updates.

#### **11. Finance**

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

#1201	M Humphries	Clerk Pay	£377.12
#1202	Merlin Waste	Dog Bins	£67.60
#1203	HMRC	Clerk PAYE	£6.40
#1204	British Legion	Poppy Wreaths	£50.00
#1205	Platform One	Cross plaque pt 2/2	£603.00
#1206	Mark Topping	Litterpicking Sept/Oct	£230.00

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

09/11/2020	Interest	£0.07
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##### **c) Internal Controls Q2: to receive any updates**

##### **d) Budget 2021-22: to approve the final draft (see [meeting pack](#))**

##### **e) To consider a suggestion from Cllr Frankie Evans regarding savings made from meeting room rental (see [meeting pack](#))**

#### **12. To note any correspondence and any additional notes from the Clerk.**

- a) Request for annual leave weeks commencing 21/12, 28/12 and 4/1 and arrangements for continuity during this period (see [meeting pack](#)).

#### **13. To note the date of the next meeting – December Full Council Meeting is on Monday 8<sup>th</sup> February 2020 7pm, via Zoom.**