

**AYLBURTON PARISH COUNCIL**

**Minutes of the Full Council Meeting held on Monday 7<sup>th</sup> December 2020, 7.00 pm  
(remotely via Zoom)**

**PARTICIPATING:**

Cllr Steph Lord  
Cllr Mark Topping  
Cllr Andrew Blamey

**ATTENDING:**

Meg Humphries (Clerk)

No/ Ref	Item/Notes	Action
1. 088. 20/21	<b>To receive any apologies for non-participation.</b> Apologies received from Cllrs David Bayliss, Frankie Evans, John Harrison and Claire Shirley (co-opted in item 4); all accepted.	
2. 089. 20/21	<b>To note declarations of interest relating to the agenda.</b> None.	
3. 090. 20/21	<b>To approve the accuracy of the draft Minutes of the Full Council Meeting on 09.11.2020.</b> Approved.	
4. 091. 20/21	<b>Councillor vacancy: to co-opt a new member.</b> One application had been received, from Mrs Claire Shirley. Cllr Lord proposed that Mrs Shirley was co-opted onto the council; Cllr Topping seconded this, and it was agreed unanimously.	
5. 092. 20/21	<b>Covid-19 community action: to receive any updates on activity in the parish</b> All arrangements are stable at present with individuals looking after individuals.	
6. 093. 20/21	<b>Public forum</b> None.	
7. 094. 20/21	<b>To receive any updates from district and county councillors</b> District Councillor Mark Topping: 1) Cllr Topping is working on a FoDDC-owned grasslands project which might be suited to improve biodiversity. A pilot project could start next year, possibly in Lydney. 2) Cllr Topping has been involved in an attempt to contact all clinically vulnerable people in the district to check in on them. This is a large effort with councillors and officers doing the work. 3) Road safety – Cllr Topping met with County Councillor Alan Preest and Highways’ Brian Watkins for a parish walkabout – report to be covered later under Item 9b.	
8. 095. 20/21	<b>Planning</b> <b>a. To consider the application P1879/20/TCA: Ivy Cottage 3 Cross Farm Close Aylburton Removal of x 1 tree from Ivy Cottage.</b> No objections. <b>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.</b> The Clerk relayed that Cllr Evans had submitted an individual response with material planning concerns: overlooking another residence, concerns over drainage capacity given the much larger size of the proposed property. <b>It was agreed</b> to comment on the application to request extra care in assessing drainage capacity and to request a site visit. <b>c. To consider the consultation on Local Plan Economic Viability Assessment.</b>	

	<p>No comment to be submitted.</p> <p><b>d. To note the extension of the consultation period for the Preferred Options for the FoDDC Local Plan and consider making any comments.</b></p> <p>No comment to be submitted.</p> <p><b>d. To consider the Chepstow Transport Study public consultation event.</b></p> <p>No comment to be submitted.</p> <p><b>e. To receive any progress reports on local planning matters.</b></p> <ul style="list-style-type: none"> <li>• Additional application not covered on the agenda: P0880/20/FUL: Alderbrook Lower Common Aylburton: Change of use of agricultural land to additional residential curtilage and provision of patio area and fence (retrospective). <b><u>It was agreed</u></b> to comment on this application to highlight the seeming dishonesty of the application in claiming that the application would not affect any veteran trees, yet recent felling of substantial trees was apparent.</li> <li>• The Cross Inn renovation work has been granted permission.</li> </ul>	
<p><b>9. 096. 20/21</b></p>	<p><b>Parish: to note updates*</b></p> <p><b>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> The meeting acknowledged that sandbags were beneficial for residences prone to flooding but that the scheme's cost was disproportionately high for the size of parish and precept and considering the proportion of houses which were not prone to flooding. It was resolved to decline to take part in the scheme but to consider helping to fund sandbags for the community if individuals were struggling to buy their own.</p> <p><b>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.)</b></p> <p>Cllr Topping reported, following his walkabout meeting with Cllr Preest, Brian Watkins, and another Highways officer (Derek):</p> <ul style="list-style-type: none"> <li>• The issue of a pedestrian crossing was raised, and Brian advised that this could be looked at. It's a numbers game, but with the village's facilities scattered on either side of the road, there would be a lot of desire lines which would work in the crossing's favour. However, overall it is not a strong case and the parish would have to 'kick up a fuss'. Brian feels that the best location for a crossing would be near Church Road.</li> <li>• Regarding reducing speed between Alvington and Aylburton: Brian Watkins advised that the police would only support a speed limit reduction if they intended to enforce it, which they don't, so he isn't in favour.</li> <li>• Countdown signs: Brian Watkins advised that he did not support this option for speed reduction.</li> <li>• Regarding the flashing speed sign: Brian advised that it would be helpful to the police if there was a flashing sign that counted vehicles and speeds – this would be something to consider in the future if the west-end sign were upgraded.</li> <li>• Church Road – Brian assured Cllr Topping that a lot of jetting had taken place in Church Road and Stockwell Lane.</li> <li>• Creeping verge opposite Stockwell Lane – this has now been scraped back to the vertical paving slabs. Obviously it will encroach again over time, especially as chickens graze on this area.</li> <li>• Upper Common ditches: Cllr Topping unclear on what was proposed to remedy the remaining issues. <b>ACTION:</b> Clerk to clarify this with Brian.</li> <li>• Parking issues outside 7-37 High Street: Brian's feeling is that any action from Highways would make matters worse and that the best bet was for</li> </ul>	<p><b>MH</b></p>

	<p>neighbours to have a friendly word with any neighbours parking inconsiderately.</p> <ul style="list-style-type: none"> <li>• Cllr Preest is trying to look for some wheelie bin stickers/lamp post signs.</li> </ul> <p><b>c. Footpaths. To receive any updates.</b> None.</p> <p><b>d. Management of trees/hedges. To note the remaining issue of yew overhanging gardens. (see meeting pack)</b> Noted. It was agreed to seek an additional quote from the contractor who carried out other work in October.</p> <p><b>e. Former Upper Common allotments wall deterioration. To note any updates.</b> There has been further deterioration. <b>ACTION:</b> Clerk to forward new photos of deterioration to Lydney Park Estate and ask for information on timings.</p> <p><b>f. Cross Inn. To receive any updates.</b> None.</p> <p><b>g. Allotments. To note any updates.</b> None.</p> <p><b>h. Grass cutting: to note any updates.</b> None.</p> <p><b>i. Wildflower verges: to note any updates.</b> None.</p> <p><b>j. Parish flower tubs 2020. To note any updates.</b> None.</p> <p><b>k. Phone Kiosk, Upper Common: to receive any updates.</b> Ongoing.</p> <p><b>l. The Cross Monument. To receive any updates.</b> The plaque is now in place and the meeting thanked Cllr Harrison for leading on this project.</p> <p><b>m. Bus Shelters. To receive any updates including repair of the glass shelter.</b> Ongoing – awaiting glass replacement following several difficulties.</p> <p><b>n. Litter picking. To receive any updates and to note and approve the new litter-picking SLA from FoDDC (circulated for information to all councillors on 30/11/20).</b> It was agreed to accept the SLA and sign it off, alongside a comment expressing disappointment that the amount had remained the same.</p> <p><b>o. Dog waste bins. To receive any updates.</b> The Clerk advised that she had ordered a new dog bin which would be delivered to Merlin Waste and installed by them.</p> <p><b>p. Housing Needs Survey: to note any updates.</b> Ongoing; awaiting in-person meetings.</p>	MH
<p><b>10. 097. 20/21</b></p>	<p><b>Council</b></p> <p><b>a) Exempt item. Item information excluded from the agenda under Schedule 12A, Local Government Act 1972.</b></p> <p><b>b) Website: to receive any updates.</b> None.</p>	
<p><b>11. 098. 20/21</b></p>	<p>Finance</p> <p><b>a. Payments. To approve the following council payments:</b></p> <p>#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</p> <p><b>b) Income. To note any income received since the last meeting:</b>  09/11/2020 Interest £0.07</p> <p><b>c) Internal Controls Q2: to receive any updates.</b> Following Cllr Harrison's poor health Cllr Blamey offered to carry this out. <b>ACTION:</b> Clerk to send the pack to Cllr Blamey.</p> <p><b>d) Budget 2021-22: to approve the final draft (see meeting pack). <u>It was agreed</u> to approve the budget. The weedkilling budget will be given its own row (historically has been combined with grasscutting line).</b></p> <p><b>e) To consider a suggestion from Cllr Frankie Evans regarding savings made from meeting room rental (see meeting pack). <u>It was agreed</u> to give the Community Rooms the meeting room hire monies (unspent due to Covid) as a community donation.</b></p>	MH

12. 099. 20/21	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). Noted; request approved. All correspondence noted.	
13. 100. 20/21	13. To note the date of the next meeting – December Full Council Meeting is on Monday 8 <sup>th</sup> February 2020 7 pm, via Zoom. Due to Cllr Topping not being able to attend 8 <sup>th</sup> February <u>it was agreed</u> to move the February meeting to Monday 15 <sup>th</sup> February 2021 at 7 pm via Zoom.	

Meeting closed: 8.36 pm

Signed:..... Chairman

Date:.....

DRAFT