

**AYLBURTON PARISH COUNCIL**  
**Minutes of the Full Council Meeting held on Monday 12<sup>th</sup> July 2021, 7.00 pm at**  
**Aylburton Methodist Community Rooms**

**PARTICIPATING:**

Cllr Frankie Evans (Chairman)  
 Cllr David Bayliss  
 Cllr Andrew Blamey  
 Cllr John Harrison  
 Cllr Claire Shirley  
 Cllr Mark Topping

**ATTENDING:**

Meg Humphries (Clerk)  
 5 members of the public

| No/<br>Ref          | Item/Notes   | Action |
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| 1.<br>039.<br>21/22 | <b>To receive any apologies for non-participation.</b><br>Apologies received from Cllr Steph Lord. Accepted.   |        |
| 2.<br>040.<br>21/22 | <b>To note declarations of interest relating to the agenda.</b><br>None.   |        |
| 3.<br>041.<br>21/22 | <b>To approve the accuracy of the draft Minutes of the Full Council Meetings on 04.05.2021 and 14.06.2021.</b> Approved; June minutes signed by Cllr Evans; May minutes to be sent to Cllr Lord for signing as she was the chair of that meeting.  |        |
| 4.<br>042.<br>21/22 | <p><b>Public forum.</b></p> <p>a) Four members of the public attended to make the parish council aware of a very difficult neighbour. A long discussion ensued, where residents brought the meeting up to date on the many difficulties, and councillors asked questions and made suggestions for further actions.</p> <p>Summary of difficulties:</p> <ul style="list-style-type: none"> <li>• Verbal abuse</li> <li>• Some physical abuse</li> <li>• Threats and intimidation</li> <li>• Vandalism</li> <li>• Littering</li> </ul> <p>All of which have been prolonged, despite intervention from the police, and ongoing court cases.</p> <p>The following were suggested for potential actions depending on how events unfold over the next month or so:</p> <ul style="list-style-type: none"> <li>• Write to the landlord</li> <li>• Engage FoDDC Environmental Regulatory Services</li> <li>• Investigate how to make a complaint about CPS</li> <li>• Consider representations to GCC / FoDDC</li> <li>• Investigate whether a complaint to DSS would be productive</li> <li>• Write to Mark Harper</li> </ul> <p>The discussion was concluded with an agreement to keep the channels of communication open between the residents and the council.</p> <p>b) Mr Ray Woodard attended to highlight the pressure he felt under to keep the brook next to his house flowing in times of flooding. In summary:</p> <ol style="list-style-type: none"> <li>1. The Culvert doesn't cope with flash flooding</li> </ol> |        |

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|                              | <p>2. The grid, according to Sophie Reid, flood risk officer, is dangerous, and inadequate</p> <p>3. The amount of debris that comes down the stream during flooding is beyond belief.</p> <p>Mr Woodward observed that none of those is caused by him, but they cause the flood. He urged the council to do what it could to improve the situation. As a result, it was agreed that the following actions would be taken.</p> <ul style="list-style-type: none"> <li>- Clerk to ask Sophie Reid whether the grid could be changed as an interim measure and establish the latest news with the culvert project</li> <li>- Clerk to contact Two Rivers about the annual clearing of the brook</li> <li>- Cllrs Bayliss and Harrison to visit Lydney Park Estate land to gain an understanding of the waterways above the culvert.</li> </ul>   | <p>MH</p> <p>MH<br/>DB/<br/>JH</p> |
| <p>5.<br/>043.<br/>21/22</p> | <p><b>To receive any updates from district and county councillors.</b></p> <p>None.</p>  |                                    |
| <p>6.<br/>044.<br/>21/22</p> | <p>a) <b>Planning. To consider the following applications.</b><br/> <u><a href="#">P1005/21/FUL: 97 High Street, Aylburton, Lydney, Gloucestershire. Two-storey side extension to create home office and enlarged bedroom</a></u><br/> No objections</p> <p>b) <u><a href="#">P0317/21/LBC: The Old Butchers Arms Wesley Close Aylburton Listed Building Consent for conservation repairs and alterations including extending up into roof space and providing a new external balcony to the rear (SE) elevation.</a></u><br/> No objections</p> <p>c) <u><a href="#">REVISED PLANS for P0316/21/FUL The Old Butchers Arms Wesley Close Aylburton Installation of a balcony and fire escape on the rear (SE) elevation.</a></u><br/> No objections</p> <p>d) <u><a href="#">P1183/21/TCA: 34 High Street Aylburton Lydney: Remove 2 x Magnolia Trees (one due to the presence of dieback and the other due to low amenity value)</a></u><br/> No objections</p> <p>e) <u><a href="#">P1142/21/FUL: 28 Stockwell Lane, Aylburton, Lydney, Gloucestershire. Conversion of barn to residential with two-storey extension and associated works.</a></u><br/> Cllr Topping advised that he believes that the application will be going back to the drawing board as there are questions over whether the works would be classed as conversion or new works. A discussion took place, and it was agreed to respond to raise concerns over the accuracy of the application's biodiversity report, as the bats/watercourse comments don't seem to reflect the reality.</p> <p>f) <b>To consider or note any other planning matters.</b><br/> None.</p> | <p>MH</p>                          |
| <p>7.<br/>045.<br/>21/22</p> | <p><b>Parish: to note updates on the following:</b></p> <p>a. <b>Flooding and drainage.</b> Culvert already discussed within Public Forum (Item 4).</p> <p>b. <b>Highways and Road Safety (see meeting pack.)</b> Noted, with the following additional remarks:</p> <ul style="list-style-type: none"> <li>- Cllr Topping spoke to the Safe and Social roads team, who suggested considering an ANPR camera, costing around £8,000. Alan Preest said he could</li> </ul>   |                                    |

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|                              | <p>potentially fund this or some of it. Cllr Topping will bring a report to the September meeting to vote on.</p> <ul style="list-style-type: none"> <li>- Cllr Topping met Cllr Alan Preest last week, and they have agreed to submit a three-pronged request to GCC.</li> <li><b>c. Motocross complaints.</b> Ongoing. Clerk to liaise with Mark and Alvington PC. Meeting to involve the public.</li> <li><b>d. Public rights of way.</b> Cllr Blamey to look into getting an A1 map to bring to a future meeting, to check that the map reflects reality and to register any unregistered PROWs.</li> <li><b>e. Management of trees/hedges.</b> TrunkArb is coming to look at a churchyard yew branch this week as it appears to have fallen.<br/>Cllr Evans commented that the trees on Upper Common Rec's layby need their canopies raised to enable parking. Clerk to ask MowTech whether this is something they can do.</li> </ul> <p><b>At 8.58 pm Cllr Evans proposed that the meeting was extended to 9.30 pm. Agreed.</b></p> <ul style="list-style-type: none"> <li><b>f. Former Upper Common allotments wall deterioration.</b> Cllr Blamey has identified some sections that remain in disrepair, including the original collapse, plus a new section. Clerk to follow up with Lydney Park Estate.</li> <li><b>g. Cross Inn.</b> None.</li> <li><b>h. Allotments.</b> Ongoing. Plot 7 remains untended and uncultivated. Clerk to write to the ploholders.</li> <li><b>i. Grass cutting.</b> The footpath running between Milling Crescent and the High Street (owner unknown) is overgrown, plus the footpath on Stockwell Lane (owner Lydney Park Estate) needs cutting. Clerk to follow up.</li> <li><b>j. Wildflower verges.</b> Aylburton Primary School will be visiting the older patch to spot wildlife. Cllr Topping observed that it is full of grasshoppers at the moment.</li> <li><b>k. Parish flower tubs.</b> The Clerk was pleased to report that these had now all been planted up.</li> <li><b>l. Phone Kiosk, Upper Common.</b> The kiosk would soon be advertised for sale via private bids to the Clerk this summer.</li> <li><b>m. The Cross Monument.</b> None.</li> <li><b>n. Bus Shelters.</b> The branch above the Sandford Road shelter is in fact not touching the shelter's roof; no further action.</li> <li><b>o. Litterpicking.</b> Some tyres have been dumped at the bus shelter opposite Sandford Road; Cllr Topping reported these to FoDDC. Cllr Topping reminded the meeting that Saturday 17/7 was the community litter-pick up Chuch Road.</li> <li><b>p. Dog waste bins.</b> See Finance 9b.</li> <li><b>q. Housing Needs Survey.</b> Ongoing.</li> <li><b>r. Two Rivers garages.</b> Ongoing.</li> </ul> | <p>MH</p> <p>MH</p> <p>MH</p> <p>MH</p> <p>MH</p> |
| <p>8.<br/>030.<br/>21/22</p> | <p><b>Council</b></p> <ul style="list-style-type: none"> <li><b>a) Exempt item. (Public Bodies (Admission to Meetings) Act 1960.)</b> Discussed to provide an update.</li> <li><b>b) Climate change: to receive any updates.</b><br/>Cllr Topping advised that FoDDC is setting up climate emergency public partnership as a way of involving the whole community in delivering carbon neutrality as early as possible.</li> <li><b>c) To consider organising an open gardens day in 2022.</b> Deferred until a later meeting.</li> </ul>   |   |
| <p>9.<br/>031.<br/>21/22</p> | <p><b>Finance</b></p> <ul style="list-style-type: none"> <li><b>a) To approve the standard pay increment increase (effective from April 2021) for the Clerk, from the 'old' scale of SCP 19 (£10.86 per hour) to SCP 20 (£11.08</b></li> </ul>  |   |

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|                            | <p><b>per hour) and to note current pay scales.</b> The Clerk left the meeting for this item. Agreed. Cllr Evans advised that the Clerk's annual appraisal would be taking place later that week.</p> <p><b>b) To note the price increase from 21/6/21 for Merlin Waste dog bin collections from £4.00 per unit to £5.50 per unit and consider any necessary actions (see meeting pack).</b> Noted, but a value for money exercise will take place to ensure the council is not paying above the odds.</p> <p><b>c) Payments.</b> To approve this month's council payments.<br/> M Humphries - Salary May 2021 - 383.52<br/> Merlin Waste - Dog Bins April 2021 - 69.33<br/> PATA - Payroll Services Q1 of 21-22 - 23.85<br/> Mark Topping - Litterpicking May-Jun 2021 - 230.00<br/> M Humphries - Reimbursement for replacement flower tub - 35.09<br/> Simply Garden - Weedspraying Jun 2021 - 130.00<br/> Community Rooms - Meeting Room hire 2021-22 - 135.00<br/> Graphics Shack Printing – nature news Summer 2021 - 75.00<br/> Martin Rice - Grass-cutting/flower tub planting - 901.44<br/> Coinros Park - Additional compost/bedding for flower tub - 29.48</p> <p><b>d) Income.</b> To note any income received since the last meeting.<br/> 09/06/21 - Bank Interest – 0.07</p> <p><b>e) Internal Controls: to receive any updates.</b> Cllr Shirley reported that the checks had gone smoothly and everything appeared to be in order.</p> |  |
| <p><b>10.031.21/22</b></p> | <p><b>10. To note any correspondence and any additional notes from the Clerk including planned annual leave for weeks commencing 2nd August and 9th August.</b> Noted.</p>  |  |
| <p><b>11.038.21/22</b></p> | <p><b>To note the date of the next meeting – Full Council Meeting on Monday 13th September 2021 7 pm at the Methodist Community Rooms.</b> Several councillors present advised that they were not able to attend on this date, so it was resolved to move the meeting to Tuesday 14<sup>th</sup> September.</p>   |  |

**Meeting closed: 9.28 pm**

Signed:..... Chairman

Date:.....