

AYLBURTON PARISH COUNCIL
Minutes of the Full Council Meeting held on Tuesday 19th October 2021, 7.00 pm at
Aylburton Methodist Community Rooms

PARTICIPATING:

Cllr David Bayliss
 Cllr Andrew Blamey
 Cllr Claire Shirley
 Cllr Mark Topping

ATTENDING:

Meg Humphries (Clerk)
 2 members of the public

No/ Ref	Item/Notes	Action
1. 061. 21/22	To receive any apologies for absence. Cllr Topping volunteered to chair. Agreed. Apologies received from Cllrs Lord, Evans, Harrison; accepted. County Councillor Alan Preest also sent his apologies.	
2. 062. 21/22	To note declarations of interest relating to the agenda. None.	
3. 063. 21/22	To approve the accuracy of the draft Minutes of the Full Council Meeting on 14/09/2021. Approved.	
4. 064. 21/22	To elect a Vice Chair of the council (serving until the next Annual Council Meeting). No Vice Chair was appointed at the annual meeting due to members' work commitments at the time. Cllr Topping had since offered to fill the role. The Clerk advised all members of this via email and invited any other offers and received no others. Cllr Blamey AB proposed Cllr Topping be appointed as Vice Chair; this was seconded by Cllr Bayliss and agreed unanimously.	
5. 065. 21/22	Public forum. 1) An email requesting for the parish council to look into planting more trees in the parish. The email was noted. It was also noted that the parish was home to Jubilee Wood, the copse on Upper Common and a great deal of Lydney Park woodland, but this shouldn't mean additional trees should not be planted. It was noted that Lydney Park has a forestry contractor who manages the woodlands. The idea of a partnership was suggested, whereby Lydney Park provides land and the parish council provides tree-planting volunteers and saplings. What are your plans for replacing the ash? Clerk to add to the November agenda for fuller consideration. 2) Two parishioners highlighted their concerns regarding 'creeping development' at a property in the parish which was potentially unlawful and would affect the environment, including a waterway. They also advised that the neighbouring brook is in need of maintenance.	MH
6. 055. 21/22	To receive any updates from district and county councillors. County Councillor Alan Preest had sent various updates throughout the month, which the Clerk had circulated to all members. District Councillor Mark Topping advised that he had no updates from FoDDC.	
7. 066. 21/22	Road safety: to formally approve the proposed strategy and consultation arrangements (see meeting pack). Cllr Topping referred to the draft Road Safety Strategy, as circulated in the meeting pack. Cllr Topping proposed that the consultation on this strategy involved 1) a public meeting; 2) morning coffee drop-in, 3) a stall at drop-off time at the school, 4) presence at the Methodist coffee morning, 5) a flyer in the Winter Ducktown Echo,	

	<p>and 6) social media presence and polling. The meeting identified the period of the end of January/early February as a good timeframe for consultation activities, specifically a weekday evening for a public meeting, and a Saturday morning for the drop-in coffee and cake.</p> <p>Publicity ideas discussed were: Ducktown Echo Winter edition, then flyers through doors closer to the time, Facebook page, notice boards, and liaison with local groups i.e. WI, scouts, church. Clerk to liaise with Cllr Topping on flyer design in due course.</p>	MH/ MT
8. 067. 21/22	<p>Grasscutting and grounds maintenance 2022-24:</p> <p>Cllr Topping referred to the draft weed control brief as circulated prior to the meeting. There was a discussion on weed control in village – methods and key challenges.</p>	
9. 068. 21/22	<p>Planning. To consider the following applications.</p> <p>a) P1401/21/TCA: Rockleaze 73 High Street: Clear failed part of willow and remove remainder of tree in order to make safe. Remove 2 damaged conifers in back garden to prevent future failure. Pollard willow over entrance to playing field and trim back mahonia in order to prevent obstruction to access road. Remove lawsons cypress in back garden in order allow replanting and prevent shading. Replanting to be with heritage apple varieties, mulberries and fig trees (15 in total). No objections.</p> <p>b) P1142/21/FUL: 28 Stockwell Lane Aylburton Lydney Conversion of barn to residential with two storey extension and associated works. No objections.</p> <p>c) To consider or note any other planning matters.</p> <p>Application received since agenda was published: P1746/21/TCA: 77 High Street Aylburton Lydney Hawthorn (H1) Pollard to a finished height of 1.5 metres. No objections.</p>	
10. 069. 21/22	<p>Parish: to note updates on the following.</p> <p>a. Flooding and drainage. To note the donation from FoDDC of 2 x 5-pack of FloodSax and agree on how best to use them.</p> <ul style="list-style-type: none"> • GCC officers leading the Milling Brook culvert improvements are currently working on feasibility study. CCllr Alan Preest will be meeting Simon Excel tomorrow to discuss the project. In September the members had asked Cllr Preest for assurances regarding funding of the project. • FoDDC has donated two packs of Floodsax to the parish council. It was agreed to offer the packs to the two households at most risk of flooding. <p>b. Highways: to note any updates (see meeting pack). Noted.</p> <p>c. Motocross complaints. Ongoing.</p> <p>d. Public rights of way. None.</p> <p>e. Management of trees/hedges. To approve the quote to remove the fallen yew limb in the churchyard (see meeting pack). The quote was agreed; Clerk to instruct contractors.</p> <p>f. Former Upper Common allotments wall deterioration. Ongoing.</p> <p>g. Cross Inn. None.</p> <p>h. Allotments. None.</p> <p>i. Grass cutting.</p> <p>j. Wildflower verges. The Clerk advised that she had chased up the mowing contractor regarding outstanding strimming of the wild patches.</p> <p>k. Parish flower tubs. None.</p> <p>l. The Cross Monument. None</p> <p>m. Bus Shelters. None.</p> <p>n. Litter-picking. None.</p> <p>o. Dog waste bins. Clerk liaising with Merlin Waste regarding a replacement bin for the playing field (missing lid).</p> <p>p. Housing Needs Survey. None.</p>	MH

	<p>q. Two Rivers garages. The Clerk advised that she had chased up Two Rivers regarding the poor state (worsening weeds/litter) of the area.</p> <p>r. Armistice Day 2021. The Clerk advised that she had booked Rev Michelle Ireland to lead the act of remembrance and had ordered the wreaths. She intends to contact the school this week.</p> <p>s. Nature Watch: to note the sponsorship of the next 6 issues, enabling expansion to 4 sides A4. Noted. The members remarked on the good quality of content and design.</p>																												
11. 070. 21/22	<p>Council</p> <p>a) Exempt item. (Public Bodies (Admission to Meetings) Act 1960). Ongoing. Until there is an update, this will not in future be an agenda item.</p> <p>b) Climate change: to receive any updates. None.</p> <p>c) To consider organising an open gardens day in 2022. Cllr Harrison suggested this item, so due to his absence it was agreed to defer this until the November meeting.</p> <p>d) To adopt a new document: Risk Management Schedule (as recommended by auditor). Due to several members being absent it was agreed to defer this until the November meeting.</p> <p>e) To adopt a new document: Privacy notice for staff and members (as recommended by auditor). Due to several members being absent it was agreed to defer this until the November meeting.</p>																												
12. 071 21/22	<p>Finance</p> <p>a) To ratify the payments made in August (no meeting held in August). Approved as follows.</p> <table border="0"> <tr> <td>M Humphries</td> <td>Pay Sept 2021</td> <td>383.52</td> </tr> <tr> <td>Merlin Waste</td> <td>Dog Bins Sept 2021</td> <td>95.33</td> </tr> <tr> <td>Martin Rice</td> <td>Grass-cutting Sept 2021</td> <td>601.44</td> </tr> <tr> <td>Rise & Shine</td> <td>Bus Shelters Apr-Sept</td> <td>75.00</td> </tr> <tr> <td>PATA</td> <td>Payroll Q2</td> <td>23.85</td> </tr> <tr> <td>Methodist Church</td> <td>Room Hire</td> <td>15.00</td> </tr> <tr> <td>D Bayliss</td> <td>Churchyard materials reimbursement</td> <td>33.77</td> </tr> </table> <p>b) Income. To note any income received since the last meeting. Noted as follows.</p> <table border="0"> <tr> <td>09/09/2021</td> <td>Bank Interest</td> <td>0.07</td> </tr> <tr> <td>24/09/2021</td> <td>Precept pt 2/2</td> <td>8225.00</td> </tr> </table> <p>c) To note the 21/22 Q1 budget and accounts report. Noted.</p> <p>d) To note the 21/22 Q1 bank reconciliation. Noted.</p>	M Humphries	Pay Sept 2021	383.52	Merlin Waste	Dog Bins Sept 2021	95.33	Martin Rice	Grass-cutting Sept 2021	601.44	Rise & Shine	Bus Shelters Apr-Sept	75.00	PATA	Payroll Q2	23.85	Methodist Church	Room Hire	15.00	D Bayliss	Churchyard materials reimbursement	33.77	09/09/2021	Bank Interest	0.07	24/09/2021	Precept pt 2/2	8225.00	
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13. 072 21/22	<p>To note any correspondence and any additional notes from the Clerk. None.</p>																												
14. 073 21/22	<p>To consider returning the regular meeting date to the second Tuesdays, and to note the date of the next meeting accordingly. Following a consensus among all members informally via email, it was agreed to return to the arrangement of holding meetings every second Tuesday of the month. Therefore the next meeting will take place on Tues 9th Nov.</p>																												

Meeting ended 8.57 pm

Signed:..... Chairman

Date:.....