

AYLBURTON PARISH COUNCIL
Minutes of the Full Council Meeting held on Tuesday 14th December 2021, 7.00 pm at
Aylburton Methodist Community Rooms

PARTICIPATING:

Cllr Mark Topping (Vice Chair)
 Cllr David Bayliss
 Cllr Andrew Blamey
 Cllr John Harrison
 Cllr Claire Shirley

ATTENDING:

Meg Humphries (Clerk)
 2 members of the public

| No/ Ref | Item/Notes | Action |
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| 1. 087. 21/22 | <p>To receive any apologies for absence. Apologies received from Cllrs Evans and Lord. Accepted. At this point Cllr Topping announced that he had received the resignation of Cllr Harrison, effective 10th January 2022. The meeting joined Cllr Topping in wishing Cllr Harrison well. The Clerk will commence the casual vacancy process.</p> | MH |
| 2. 088. 21/22 | <p>To note declarations of interest relating to the agenda. Cllr Shirley declared an interest pertaining to item 8b, as the planning application relates to her home.</p> | |
| 3. 089. 21/22 | <p>To approve the accuracy of the draft Minutes of the Full Council Meeting on 09/11/2021. Approved; signed by Cllr Topping.</p> | |
| 4. 090. 21/22 | <p>Public forum. Two members of the public attended to give updates on two matters previously discussed.</p> | |
| 5. 091. 21/22 | <p>To receive any updates from district and county councillors. County Councillor Alan Preest: various, as circulated via email. District Councillor Mark Topping:</p> <ul style="list-style-type: none"> • FoDDC is engaged in the local plan, finding space for the c.4,000 new houses required by 2042, which is a big challenge. • Forest of Dean has been awarded £20M Level-up fund funding. • A Forest of Dean Climate Action Partnership is being set up to engage different elements of Forest life to get to carbon neutral by 2030. | |
| 6. 092. 21/22 | <p>Grass and grounds maintenance 2022-24: To consider tenders and award contracts. The following was agreed:</p> <ul style="list-style-type: none"> • Upper Common contract awarded to MowTech • Container planting awarded to MowTech • Weeding not awarded; further investigation required. • Village mowing not awarded; further investigation required. | |
| 7. 093. 21/22 | <p>Budget 2022-23: to sign off on the budget and precept requests for the coming year. The Clerk outlined the process of arriving at the proposed budget and there was some discussion. It was agreed to adjust some figures to arrive at a final budget. In line with the adjusted budget it was resolved to submit a precept request for £17,273.</p> | MH |
| 8. 094. 21/22 | <p>Planning. a. To consider P1886/21/TCA: Allotments High Street Aylburton T1 Ash - Fell due to the presence of ash dieback and weak regrowth attachment points from</p> | |

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| | <p>previous pollard. At this point replanting has not been recommended in order to allow more light into the allotments. No objections.</p> <p>b. To consider P1912/21/FUL: 93 High Street, Aylburton, Lydney, Gloucestershire. Variation of conditions 02 (approved plans) of planning permission P1964/20/FUL to allow for revisions to the position, length and height of the garage. Cllr Shirley left the meeting for this item as it is her home. No objections.</p> <p>c. To consider P2016/21/TCA: 2 Walnut Gardens High Street Aylburton: Magnolia in back garden reduce by approx 30% in accordance with BS3998:2010 in order to prevent the shrub from becoming too large for its location. No objections.</p> | |
| <p>9. 095. 21/22</p> | <p>Parish: to note updates on the following:</p> <p>a. Flooding and drainage. Cllr Topping outlined the issues in watercourses flowing from the High Street to the Severn. He has written to Lydney Park Estate to ask for improvements, as Warth Brook is backed up at high tide. It transpires that the Lower Severn Drainage Board are in charge of that part. The trash screen on Milling Brook, by the culvert, is a Highways issue, and they have been asked to clear it periodically. <u>At this 8.27 Cllr Topping proposed that the meeting's scope was extended by 30 minutes, to allow for all business to be transacted. Agreed unanimously.</u></p> <p>b. Highways: to note any updates. Noted, with the following additional points:</p> <ul style="list-style-type: none"> • The drains on Chapel Hill need clearing, as well as those on the A48 near Walnut Gardens. • Sandford Road – one dropped drain cover has been resolved, but many remain. Ditto Church Road. • Road safety meeting – scheduled for 11th January. Discussion of the potential need to postpone based on COVID figures. Cllrs Shirley, Topping and Harrison to facilitate. <p>c. Motocross complaints. Clerk to write to the landowner.</p> <p>d. Public rights of way. Darken Lane has now been cleared, and Cllr Blamey subsequently removed a tree that fell in the storms.</p> <p>e. Trees/hedges. To consider supporting tree-planting in the parish. This was discussed at length. It was agreed not to take any further action on this matter at present. This was due to: existing time and budget pressures; lack of land managed by the council; the huge number of trees already in the parish.</p> <p>f. Former Upper Common allotments wall deterioration. Some repair has taken place; some remains outstanding.</p> <p>g. Cross Inn. No updates.</p> <p>h. Allotments. Reports of some fly-tipping; Cllr Topping will look into this.</p> <p>i. Grass cutting. See item 6.</p> <p>j. Wildflower verges. No updates.</p> <p>k. Parish flower tubs. It was agreed to ask MowTech to remove the old bedding prior to the bulbs coming through.</p> <p>l. The Cross Monument. No updates.</p> <p>m. Bus Shelters. No updates.</p> <p>n. Litter-picking. No updates.</p> <p>o. Dog waste bins. Reports of some collection issues. Clerk to contact the contractor.</p> <p>p. Housing Needs Survey: to note the update from FoDDC. FoDDC will not be taking any further action. Matter to be removed from the agenda, although it was acknowledged that housing and housing need remains on the council's radar.</p> | <p>MH</p> <p>MT</p> <p>MH</p> |

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| | <p>q. Two Rivers garages. No updates.</p> <p>r. Kiosk on Upper Common. No updates.</p> <p>s. Armistice Day 2021. The clerk relayed that the event went well, and the road crews stopped the traffic for the silence. There is potential for a French horn player attending next year.</p> | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>10.083.21/22</p> | <p>Finance.</p> <p>a) Payments. To approve this month's council payments. Approved as follows</p> <table> <tr> <td>Meg Humphries</td> <td>Clerk Pay Nov 2021</td> <td>£383.52</td> </tr> <tr> <td>Merlin Waste</td> <td>Dog Bins Nov 2021</td> <td>£95.33</td> </tr> <tr> <td>MowTech</td> <td>Upper Common Sept/Oct 2021</td> <td>324.00</td> </tr> <tr> <td>British Legion</td> <td>Poppy wreaths</td> <td>£50.00</td> </tr> <tr> <td>Graphics Shack</td> <td>Nature Watch Printing Winter '21</td> <td>£75.00</td> </tr> <tr> <td>Artytype</td> <td>Ducktown Echo Winter '21</td> <td>£120.00</td> </tr> <tr> <td>M Humphries</td> <td>Reimb. Road safety flyers/signs</td> <td>£85.51</td> </tr> </table> <p>b) Income. To note any income received since the last meeting. Noted as follows</p> <table> <tr> <td>09/11/21</td> <td>Bank interest</td> <td>£0.07</td> </tr> </table> <p>c) Refund of payment made to the parish council in error. Ratified.</p> <p>d) Bank Reconciliation for Quarter 2 of 21-22: To note. Noted.</p> <p>e) Budget Report for Quarter 2 of 21-22: To note. Noted.</p> | Meg Humphries | Clerk Pay Nov 2021 | £383.52 | Merlin Waste | Dog Bins Nov 2021 | £95.33 | MowTech | Upper Common Sept/Oct 2021 | 324.00 | British Legion | Poppy wreaths | £50.00 | Graphics Shack | Nature Watch Printing Winter '21 | £75.00 | Artytype | Ducktown Echo Winter '21 | £120.00 | M Humphries | Reimb. Road safety flyers/signs | £85.51 | 09/11/21 | Bank interest | £0.07 | |
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| <p>11.084.21/22</p> | <p>To note any correspondence and any additional notes from the Clerk.</p> <p>A resident had collected various gifts, and normally would give them to Salvation Army, and wondered if the council knew of any worthy causes. The meeting considered this thoughtfully but could not identify any such causes.</p> | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>12.085.21/22</p> | <p>Council.</p> <p>a) Asset check: to make arrangements for inspecting. Ongoing.</p> <p>b) Exempt item. (Public Bodies (Admission to Meetings) Act 1960). Ongoing.</p> <p>c) Climate change: to receive any updates. See item 5.</p> <p>d) To consider organising an open gardens day in 2022. Cllr Harrison highlighted that Aylburton has been identified as a 'village of gardeners' and suggested that the Ducktown Echo asked readers to consider opening their garden to the public, perhaps in June of 2023. The event could feature refreshments and a plant exchange.</p> | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>13.086.21/22</p> | <p>To note the date of the next meeting: Tuesday 8th February 2022 at 7pm. Noted.</p> | | | | | | | | | | | | | | | | | | | | | | | | | |

Meeting ended 9.29 pm

Signed:..... Chairman

Date:.....