

AYLBURTON PARISH COUNCIL
Minutes of the Full Council Meeting held on Tuesday 8th February 2022, 7.00 pm at
Aylburton Methodist Community Rooms

PARTICIPATING:

Cllr Mark Topping (Vice Chair)
 Cllr David Bayliss
 Cllr Andrew Blamey
 Cllr Claire Shirley
 Cllr Steph Lord

ATTENDING:

Meg Humphries (Clerk)

No/ Ref	Item/Notes	Action
1. 100. 21/22	To receive any apologies for absence. Apologies received from Cllr Evans. Accepted.	
2. 101. 21/22	To note declarations of interest relating to the agenda. None.	
3. 102. 21/22	To approve the accuracy of the draft Minutes of the Full Council Meeting on 14/12/2021. Approved; signed by Cllr Topping.	
4. 103. 21/22	Public forum. None.	
5. 104. 21/22	To receive any updates from district and county councillors. County Councillor Alan Preest: various, as circulated via email. District Councillor Mark Topping: <ul style="list-style-type: none"> • He met with Stuart Budd, the Area Highways Representative, and walked the length of the village. Stuart was very supportive of key proposals for improved road safety. • He has been in touch with Sarah Lamming, the GCC school crossing patrol officer. She will be visiting to carry out a survey of children crossing on the school run to measure demand. Cllrs Blamey and Shirley highlighted Wyedean students crossing too, and Cllr Topping will mention this to her. • He met with Julia Hall and Jo Baker, who are GCC flood engineers. They visited the village to meet with residents who have been flooded – numerous people all through the length of the village. They also looked at both sides of the culvert, then met with Gavin Green of Lydney Park. The culvert improvement feasibility study remains in progress. • Local Plan – FoDDC is continuing to allocate land for housing quota up to 2042. The idea of a brand new settlement has been put on the 'back burner', and instead, the 'dispersal' method will be used, i.e. every settlement will get some allocation. Cllr Topping highlighted the importance of demonstrating a five-year land supply to avoid pressure for sub-par applications being approved. 	MT
6. 105. 21/22	Planning. a) To consider P0105/22/TCA: 3 Orchard Close Aylburton Lydney 1 x Cypress on the boundary of Conservation Area. Fell to improve light into the property. No objections but it was agreed to respond to enquire whether any replanting was intended.	

	<p>b) To consider P2086/21/FUL: Land At Lodge Barn, Church Road, Aylburton. Change of use of land to allow the siting of a shepherd's hut for holiday use. No objections</p> <p>c) To note any updates on planning matters in / affecting the parish. A further application was received as follows: P0007/22/FUL: Land At Lodge Barn - South, Church Road, Aylburton, GL156DH. Change of use of land to tourism with the siting of a shepherd's hut. It was noted that this appears the same as the application in the previous item but is in fact a different plan/application. No objections.</p>	
<p>7. 106. 21/22</p>	<p>Parish to note any updates on the following topics:</p> <ul style="list-style-type: none"> • Flooding and drainage. Cllr Blamey advised that Stockwell Brook has been dredged and cut back, and Warth Brook has been mowed but not dredged. Some other watercourses in the area have been tended to. • Drains on Church Road and Chapel Hill need clearing – Clerk to chase up Highways. <p>b. Highways: to note any updates (see meeting pack). The items in the meeting pack were noted, with the following additional points:</p> <ul style="list-style-type: none"> • The Road Safety public meeting in January was well attended and supportive of the proposed improvements. The meeting received front-page coverage in the local press. • ANPR camera: It was agreed to continue securing funding and to investigate steps towards a Surveillance Camera Order. • Cllr Topping showed some signage options including '20 is plenty' and suggested purchasing some to put up around the parish. Agreed; Clerk to purchase a small number. • Clerk to ask Highways what the schedule is for clearing the trash screen of Milling Brook. • Clerk to ask Highways for a 'more radical' pruning of the trees that hamper the flashing sign's visibility. <p>c. Public rights of way. None.</p> <p>d. Trees/hedges. Cllr Bayliss raised some concerns over local hedges. Clerk to contact the owner.</p> <p>e. Former Upper Common allotments wall deterioration. Some further repairs were carried out recently.</p> <p>f. Allotments. Upon Cllr Blamey's suggestion it was agreed to split plots into four and each given its own number. The reason for this is that single plots are unfeasibly large for new plottolders. This will not affect current plot-holders besides them technically holding more than one plot in most cases. Clerk to advise plottolders when sending out the annual renewals.</p> <p>Littering issues were discussed; Cllr Topping will discuss options with FoDDC officers.</p> <p>g. Grass cutting. Final quotations are pending, and the final choice of contractor(s) will depend on the quotations received. Clerk to continue to move this forward.</p> <p>h. Wildflower verges. None.</p> <p>i. Parish flower tubs. Cllr Bayliss advised that he had cleared all village tubs. Clerk to liaise with the contractor about clearing the Upper Common tubs.</p> <p>j. The Cross Monument. None. It was agreed to remove this item from future agendas.</p> <p>k. Bus Shelters. None.</p> <p>l. Litter-picking. None.</p>	<p>MH</p> <p>MH</p> <p>MH</p> <p>MH</p> <p>MH</p> <p>MH</p> <p>MH</p> <p>MT</p> <p>MH</p> <p>MH</p>

	<p>m. Dog waste bins. It was agreed to swap over the Upper Common and Lower Common bins, as Lower Common requires a higher capacity, yet Upper Common's bin is larger. Clerk to discuss with the contractor.</p> <p>n. Two Rivers garages. None.</p> <p>o. Kiosk on Upper Common. The Clerk confirmed that the kiosk had been sold and paid for, and the company who has bought it are working on collecting it.</p> <p>p. Ducktown Echo. None.</p> <p>q. Motocross events. None.</p>	MH																																													
<p>8. 107. 21/22</p>	<p>Finance</p> <p>a) To ratify January's payments (no meeting in January). Ratified as follows.</p> <table border="0" data-bbox="209 573 1002 797"> <tr> <td>M Humphries</td> <td>Clerk Pay Dec 2021</td> <td style="text-align: right;">383.52</td> </tr> <tr> <td>Merlin Waste</td> <td>Dog Bins Dec 2021</td> <td style="text-align: right;">95.33</td> </tr> <tr> <td>MowTech</td> <td>Upper Common Nov 2021</td> <td style="text-align: right;">162.00</td> </tr> <tr> <td>PATA</td> <td>Payroll Services Q3</td> <td style="text-align: right;">23.85</td> </tr> <tr> <td>M Topping</td> <td>Litter picking Nov-Dec</td> <td style="text-align: right;">230.00</td> </tr> <tr> <td>Ayl. Methodist Ch.</td> <td>Room hire – rd safety</td> <td style="text-align: right;">15.00</td> </tr> </table> <p>b) To approve this month's payments. Approved as follows.</p> <table border="0" data-bbox="209 909 1002 1088"> <tr> <td>M Humphries</td> <td>Clerk Pay Jan 2022</td> <td style="text-align: right;">383.52</td> </tr> <tr> <td>Merlin Waste</td> <td>Dog Bins Jan 2022</td> <td style="text-align: right;">95.33</td> </tr> <tr> <td>M Humphries</td> <td>Ink Cartridges</td> <td style="text-align: right;">50.23</td> </tr> <tr> <td>ICO</td> <td>Data Protection fees</td> <td style="text-align: right;">40.00</td> </tr> <tr> <td>Rise & Shine</td> <td>Bus Shelter Cleaning</td> <td style="text-align: right;">60.00</td> </tr> </table> <p>c) Income. To note any income received since the last meeting: Noted as follows.</p> <table border="0" data-bbox="209 1200 906 1346"> <tr> <td>09/12/21</td> <td>Lloyds Bank Interest</td> <td style="text-align: right;">0.07</td> </tr> <tr> <td>10/01/22</td> <td>Lloyds Bank Interest</td> <td style="text-align: right;">0.07</td> </tr> <tr> <td>10/01/22</td> <td>Western Power Wayleave</td> <td style="text-align: right;">13.23</td> </tr> <tr> <td>21/01/22</td> <td>PWB Phone kiosk sale</td> <td style="text-align: right;">500.00</td> </tr> </table> <p>d) To consider quotes for tree work in the churchyard. It was agreed to seek comparative quotes for removal of the failed limb and opinions on how to preserve the remainder.</p> <p>e) Bank Reconciliation for Quarter 3 of 21-22: to note. Noted.</p> <p>f) Budget Report for Quarter 3 of 21-22: To note. Noted.</p> <p>g) To appoint a member to check the Internal Controls for Quarter 3. Cllr Blamey to carry out this task.</p> <p>h) To note a variation in approved payment amount and actual payment amount for M Rice in November 2021. This was due to an amended invoice – originally for 601.44, but amended to 701.44; the additional cost was due to the annual hedge cutting. Noted.</p>	M Humphries	Clerk Pay Dec 2021	383.52	Merlin Waste	Dog Bins Dec 2021	95.33	MowTech	Upper Common Nov 2021	162.00	PATA	Payroll Services Q3	23.85	M Topping	Litter picking Nov-Dec	230.00	Ayl. Methodist Ch.	Room hire – rd safety	15.00	M Humphries	Clerk Pay Jan 2022	383.52	Merlin Waste	Dog Bins Jan 2022	95.33	M Humphries	Ink Cartridges	50.23	ICO	Data Protection fees	40.00	Rise & Shine	Bus Shelter Cleaning	60.00	09/12/21	Lloyds Bank Interest	0.07	10/01/22	Lloyds Bank Interest	0.07	10/01/22	Western Power Wayleave	13.23	21/01/22	PWB Phone kiosk sale	500.00	MH/ AB
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<p>9. 108. 21/22</p>	<p>Council</p> <p>a) Assets: To note the addition to the asset register of the bench outside the Methodist Church. Value assigned = £500. Noted.</p> <p>b) To consider appointing, as in previous years, GAPTC to conduct the internal audit for 2021-22 for £175. Agreed. Clerk to progress.</p> <p>c) To approve meeting dates for 2022-23 (see meeting pack).</p> <ul style="list-style-type: none"> • Meeting dates were agreed as they appear in the meeting pack. • Cllr Shirley gave her apologies for the May meeting. • It was agreed to hold the Annual Parish Assembly / Annual Council Meeting on Tuesday 17th May 2022 at 7 pm. <p><u>At this point, Cllr Topping proposed that the meeting be extended by an additional 15 minutes to 9.15 pm to enable all business to be transacted. Agreed unanimously.</u></p> <p>d) To note any correspondence and any additional notes from the Clerk. None.</p> <p>Cllr Shirley reported that she had had a conversation with a resident whose request for a convex mirror had been rejected by Highways. Clerk to discuss with Stuart Budd at Highways as this outcome seems unusual.</p> <p>e) To note the date of the next meeting: Tuesday 8th March 2022 at 7 pm. Noted.</p>	<p>MH</p> <p>MH</p>
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Meeting ended at 9.09 pm

Signed:..... Chairman

Date:.....