



Aylburton Parish Council

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Thursday 3rd February 2022

To all members of the Council

You are hereby summoned to participate as a member of Aylburton Parish Council on **Tuesday 8th February 2022** for the purpose of transacting the following business. Please refer to the meeting pack for notes on agenda items.

Ms Meg Humphries, Clerk to the Council

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime and Disorder, Health and Safety and Human Rights.

Agenda: Full Council Meeting, Tuesday 8th February 2022

1. To receive any apologies for absence.
2. To note declarations of interest relating to the agenda.
3. To approve the [draft Minutes of the Full Council Meeting on 14/12/2021](#).
4. Public forum.
5. To receive any updates from district and county councillors.
6. Planning.
 - a) To consider [P0105/22/TCA](#): 3 Orchard Close Aylburton Lydney 1 x Cypress on boundary of Conservation Area. Fell to improve light into the property.
 - 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.
 - c) To note any updates on planning matters in / affecting the parish.
7. Parish: to note updates on the following topics:
 - a. Flooding and drainage.
 - b. Highways: to note any updates (see [meeting pack](#)).
 - c. Public rights of way.
 - d. Trees/hedges.
 - e. Former Upper Common allotments wall deterioration.
 - f. Allotments.
 - g. Grass cutting.
 - h. Wildflower verges.
 - i. Parish flower tubs.
 - j. The Cross Monument.
 - k. Bus Shelters.
 - l. Litter-picking.
 - m. Dog waste bins.
 - n. Two Rivers garages.
 - o. Kiosk on Upper Common.
 - p. Ducktown Echo.
 - q. Motocross events.
8. Finance
 - a) To ratify [January's payments](#) (no meeting in January).

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
 - b) To approve [this month's payments](#).

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

c) Income. To note any income received since the last meeting:

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

d) To consider quotes for tree work in the churchyard (see [meeting pack](#)).

e) [Bank Reconciliation for Quarter 3 of 21-22](#): To note.

f) [Budget Report for Quarter 3 of 21-22](#): To note.

g) To appoint a member to check the Internal Controls for Quarter 3.

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.

9. Council

a) Assets: To note the addition to the asset register of the bench outside the Methodist Church. Value assigned = £500.

b) To consider appointing, as in previous years, GAPTC to conduct the internal audit for 2021-22 for £175.

c) To approve meeting dates for 2022-23 (see [meeting pack](#))

d) To note any correspondence and any additional notes from the Clerk.

e) To note the date of the next meeting: Tuesday 8th March 2022 at 7pm.