

AYLBURTON PARISH COUNCIL
Minutes of the Full Council Meeting held on Tuesday 11th April 2022, 7.00
pm at Aylburton Methodist Community Rooms

PRESENT:

Cllr Mark Topping
 (Chairman)
 Cllr Fiona Dean
 Cllr Colin Newman
 Cllr Claire Shirley
 Cllr Andrew Blamey

ATTENDING:

Rachel Hales (Clerk)

No/ Ref	Item/Notes	Action
1. 001. 23/24	To receive any apologies for absence. <ul style="list-style-type: none"> • Cllr Evans & Cllr Woodward. Accepted. 	
2. 002. 23/24	To note declarations of interest relating to the agenda. <ul style="list-style-type: none"> • None. 	
3. 003. 23/24	To approve the draft minutes of the meeting on 14/03/2023 <ul style="list-style-type: none"> • Approved, proposed by CN, seconded by CS. Signed by MT. 	
4. 004. 23/24	Public forum. <ul style="list-style-type: none"> • None 	
5. 005 23/24	Planning <ul style="list-style-type: none"> a) To note any updates on planning matters. <ul style="list-style-type: none"> • No updates. • The parish council discussed application P0356/23/LD2 and have concerns about the parking that is currently taking place on this piece of land, which is breaking a condition of purchase of said land. It was also noted that a current enforcement case was active relating to this issue. Clerk to share comments with the planning officer. 	RH
6. 006. 23/24	To receive any updates from district and county councillors. <ul style="list-style-type: none"> • No updates. 	
7. 007. 23/24	Parking – to discuss parking in Milling Crescent. <ul style="list-style-type: none"> • It was highlighted that an increasing number of people are parking on the central grass area, churning up the grass. • FD asked if it was an option to reinforce to make suitable for parking – AB said this is expensive due to the work involved. As the land is owned by Two Rivers it is unlikely they will make any changes with a cost associated. • Parish Council are aware that it is an issue but there are not any obvious solutions. 	
8. 008.	Road Safety – to note an update on the following items. <ul style="list-style-type: none"> a) ANPR Cameras 	

23/24	<ul style="list-style-type: none"> The clerk has returned the triage form to Rob Vestey and is waiting to receive the SLA agreement and form to send the letters to offenders. <p>b) Traffic Regulation Orders</p> <ul style="list-style-type: none"> MT has been in contact with a couple of councillors from Alvington Parish Council who are supportive of the idea of a shared TRO application. MT has not heard back from the highways officer relating to this. FD asked if villages are going to spend money on TROs, it might be better to focus on A48 as it is a bigger issue and less likely to have major objections. MT responded that if a bigger scheme is not included, such as including surrounding roads in the village, it is unlikely to be approved. <p>c) Village gateways</p> <ul style="list-style-type: none"> MT has contacted highways regarding this but has not yet received a response. 	
9.009.23/24	<p>Highways – to note updates on live issues reported.</p> <ul style="list-style-type: none"> The highways list was noted and updated. Parking issues around The Cross were highlighted, it is disruptive to road users and residents. CN highlighted an attempt to get yellow lines painted previously but without success. Clerk to write to highways manager regarding this issue. MT had noted that the lengthsman had visited and tidied up the village but have not cleared the footpath opposite Stockwell Lane. Clerk to contact Alan and ask if this can be looked at again. 	RH RH
10.010.23/24	<p>Upper Common noticeboard – to note any update on repairs to the noticeboard on Upper Common.</p> <ul style="list-style-type: none"> This has not yet been repaired. Clerk to contact MV again. 	
11.011.23/24	<p>Phone kiosk painting – to note any update on quotes for kiosk painting.</p> <ul style="list-style-type: none"> No quotes received at the time of the meeting. AB raised that it was previously agreed to replace the kiosk ‘telephone’ signs with ‘defibrillator’ signs. Due to change in clerk, the clerk was not aware if these had been ordered. Clerk to investigate. 	
12.012.23/24	<p>Weeding – to consider an offer of weeding received from a resident.</p> <ul style="list-style-type: none"> A resident (PG) has offered to carry out the village weeding. MT is happy to talk PG through the route and tasks involved. Clerk to contact PG. CS highlighted Japanese Knotweed growing in the village. CS to share specific location and Clerk to report to Highways. 	CS/RH
13.013.23/24	<p>Annual Parish Assembly – to agree actions in preparation for this event.</p>	

	<ul style="list-style-type: none"> This event will take place on Tuesday 16 May at 7pm. Cllrs discussed who to invite. Clerk to send invitation to local groups and committees. It was agreed to provide tea, coffee, and biscuits. 																																											
14. 014. 23/24	<p>Elections – to note any update to the May 2023 elections.</p> <ul style="list-style-type: none"> It was confirmed there will not be parish elections this year. It was highlighted that photo ID is required to vote in person following changes in the law. and that all councillors should remind residents of this where possible. 																																											
15. 015. 23/24	<p>Coronation memorabilia – to consider whether to purchase a gift for primary school children.</p> <ul style="list-style-type: none"> MT highlighted an event planned in Upper Common – the parish council could pay for the portaloos. It was agreed to fund up to two portaloos up to a cost of £150. It was agreed to purchase a coronation gift for the children at the primary school, at a cost of £438.96 inclusive of VAT which can be reclaimed. Clerk to contact the school and confirm amount required before placing the order. 	RH																																										
16. 016. 23/24	<p>Finance</p> <p>a) To review the month's expenses against the budget.</p> <ul style="list-style-type: none"> The Clerk had circulated a document comparing the months payments against the years budget. Noted. <p>b) To approve this month's payments</p> <table> <tr> <td>R Hales</td> <td>Clerk Pay Mar 23</td> <td>331.97</td> </tr> <tr> <td>HMRC</td> <td>Clerk PAYE</td> <td>78.20</td> </tr> <tr> <td>GAPTC</td> <td>Annual Subscription</td> <td>198.53</td> </tr> <tr> <td>Artytype</td> <td>Ducktown Echo Spring23</td> <td>225.00</td> </tr> <tr> <td>Countrywide</td> <td>Village Mowing Mar 23</td> <td>377.47</td> </tr> <tr> <td>Graphics Shack</td> <td>Naturewatch Spring 23</td> <td>95.00</td> </tr> <tr> <td>PATA</td> <td>Payroll Q4</td> <td>25.80</td> </tr> </table> <ul style="list-style-type: none"> Approved <p>c) Income. To note any income received</p> <table> <tr> <td>09/03/2023</td> <td>Bank Interest</td> <td>4.10</td> </tr> <tr> <td>09/03/2023</td> <td>Allotment Payment WM</td> <td>40.00</td> </tr> <tr> <td>14/03/2023</td> <td>Allotment Payment KM</td> <td>20.00</td> </tr> <tr> <td>15/03/2023</td> <td>Allotment Payment BD</td> <td>40.00</td> </tr> <tr> <td>20/03/2023</td> <td>Allotment Payment PB</td> <td>20.00</td> </tr> <tr> <td>21/03/2023</td> <td>Allotment Payment CT</td> <td>20.00</td> </tr> <tr> <td>03/04/2023</td> <td>Allotment Payment DE</td> <td>10.00</td> </tr> </table> <ul style="list-style-type: none"> Noted. 	R Hales	Clerk Pay Mar 23	331.97	HMRC	Clerk PAYE	78.20	GAPTC	Annual Subscription	198.53	Artytype	Ducktown Echo Spring23	225.00	Countrywide	Village Mowing Mar 23	377.47	Graphics Shack	Naturewatch Spring 23	95.00	PATA	Payroll Q4	25.80	09/03/2023	Bank Interest	4.10	09/03/2023	Allotment Payment WM	40.00	14/03/2023	Allotment Payment KM	20.00	15/03/2023	Allotment Payment BD	40.00	20/03/2023	Allotment Payment PB	20.00	21/03/2023	Allotment Payment CT	20.00	03/04/2023	Allotment Payment DE	10.00	
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17. 017. 23/24	<p>Communications - To consider appropriate actions arising from this meeting, e.g. website, Facebook, Ducktown Echo, News Release, Notices, Leaflets.</p> <ul style="list-style-type: none"> Clerk to publicise elections and photo ID requirements, and the Annual Parish Assembly using Facebook and Noticeboards. FD highlighted that there will be two vacancies on the Parish Council following the election and suggested that more 	RH																																										

	information about being a councillor be provided to prospective candidates.	
18.018.23/24	Council a) To note the date of the next meeting: May Full Council AGM Meeting: Tuesday 9 May 2023 at 7 pm, Annual Parish Assembly: Tuesday 16 May 2023 at 7pm. <ul style="list-style-type: none"> • Noted. b) To consider appointing GAPTC to conduct the internal audit for 2022-23 at a cost of £215. <ul style="list-style-type: none"> • MT proposed, CN seconded. Clerk to contact GAPTC to appoint an internal auditor. 	RH

Meeting ended at 20.12pm

Signed:..... Chairman Date:.....

DRAFT