



# Aylburton Parish Council

Parish Clerk: Rachel Hales • 33 Boating Lake Lane, Lydney, GL15 5GA • Tel: 01594 801218  
Email: aylburtonclerk@outlook.com • www.aylburton.net/council

5<sup>th</sup> April 2023

## To all members of the Council

You are hereby summoned to attend as a member of Aylburton Parish Council the below meeting, for the purpose of transacting the following business. **Please refer to the meeting pack for any notes on agenda items.**

Ms Rachel Hales, 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

7 pm on Tuesday 11<sup>th</sup> April 2023 at Aylburton Methodist Community Room

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 meeting held on [14/03/2023](#).
4. Public Forum.
5. Planning
  - a) To note any updates on planning matters.
6. To receive any updates from district and county councillors.
7. Parking – to discuss parking in Milling Crescent.
8. Road Safety – to note an update on the following items.
  - a) ANPR cameras.
  - b) Traffic Regulation Orders
  - c) Village gateways
9. Highways - to note [updates on live issues reported](#).
10. Upper Common noticeboard - to note any update on repairs to the noticeboard on Upper Common.
11. Phone kiosk – to note any update on quotes for kiosk painting.
12. Weeding – to consider an offer of weeding received from a resident.
13. Annual Parish Assembly – to agree actions in preparation for this event.
14. Elections – to note any update to the May 2023 elections.
15. Coronation memorabilia – to consider whether to purchase gift for primary school children.
16. Finance
  - a) To approve this month's payments

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
  - b) Income. To note any income received

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



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20/03/2023	Allotment Payment PB	20.00
21/03/2023	Allotment Payment CT	20.00
03/04/2023	Allotment Payment DE	10.00

**c) To review the month's expenses against the budget.**

**17. Communications - To consider appropriate actions arising from this meeting, e.g. website, Facebook, Ducktown Echo, News Release, Notices, Leaflets.**

**18. Council**

**a) To note the date of the next meeting: May Full Council Meeting: Tuesday 9 May 2023 at 7 pm, Annual Parish Assembly: Tuesday 16 May 2023 at 7pm.**

**b) To consider appointing GAPTC to conduct the internal audit for 2022-23 at a cost of £215.**