

AYLBURTON PARISH COUNCIL

Minutes of the Full Council Meeting held on Tuesday 11 July 2023, 7.00pm at Aylburton Methodist Community Rooms

PRESENT:

Cllr Colin Newman (Chair)
 Cllr Frankie Evans
 Cllr Claire Shirley
 Cllr Mark Harvey
 Cllr Ray Woodward (co-opted in item 4)
 Cllr David Bayliss (co-opted in item 4)

ATTENDING:

Rachel Hales (Clerk)

No/ Ref	Item/Notes	Action
1. 053. 23/24	To receive any apologies for absence. <ul style="list-style-type: none"> • Cllr Topping. Accepted. 	
2. 054. 23/24	To note declarations of interest relating to the agenda. <ul style="list-style-type: none"> • None. 	
3. 055. 23/24	To approve the draft minutes of the Full Council meeting held on 13/06/2023. <ul style="list-style-type: none"> • Approved. Signed by Cllr Newman 	
4. 056. 23/24	To consider co-opting two members to fill the current vacancies. <ul style="list-style-type: none"> • Applications had been received from Ray Woodward and Dave Bayliss. • Cllr Shirley proposed they both be co-opted, this was seconded by Cllr Evans and carried unanimously. • Cllr Bayliss and Cllr Woodward completed and returned their acceptance of office forms and were invited to participate in the meeting. 	
5. 057. 23/24	Public Forum. <ul style="list-style-type: none"> • None. 	
6. 058. 23/24	Planning: to note any updates on planning matters. <p>a) To consider a response to applications PO739/23/LBC & PO738/23/FUL (Listed building consent for erection of single storey extensions to the cellar and kitchen. The Cross Inn, High Street, Aylburton GL15 6DE)</p> <ul style="list-style-type: none"> • No comments from the Parish Council. 	
7. 059. 23/24	To receive any updates from district and county councillors. <ul style="list-style-type: none"> • None. 	
8. 060 23/24	To note any updates on previous agenda items: <p>a) Cherry trees</p> <ul style="list-style-type: none"> • No updates. <p>b) Allotment water supply</p> <ul style="list-style-type: none"> • Cllr Newman met with Gavin from LPE, who is considering the proposal. Awaiting a response. <p>c) Verges</p> <ul style="list-style-type: none"> • Cllr Newman has circulated a draft agreement. Some amendments were discussed, such as requiring evidence of insurance. Clerk to type up and circulate. <p>d) Footpaths</p> <ul style="list-style-type: none"> • Cllr Newman questioned Gavin about the state of the footpaths which are dangerous in places. Gavin agreed to look at solutions when ground conditions improve. • Cllr Newman brought the footpath map to the meeting. Clerk to scan and make copies. 	<p>RH</p> <p>RH</p>

9. 061. 23/24	Flooding: to note any updates relating to flooding issues at Milling Brook. <ul style="list-style-type: none"> • Following recent flooding events Cllr Woodward raised that he felt his work clearing the grid is essentially letting GCC 'off the hook' and potentially led to a lack of action. Either the grid or the culvert is not acceptable and as a parish council we should take a stand. • Cllr Woodward proposed that we reply to both letters from NC and JH. Cllr Woodward will draft the letters; the clerk will circulate to all Cllrs for approval before being sent on behalf of the parish council. Seconded by Cllr Shirley, all in agreement. 	RH
10. 062. 23/24	Village mowing: <p>a) To consider instructing Countrywide to cease cutting the verges at Milling Brook.</p> <ul style="list-style-type: none"> • Cllr Woodward has liaised with the foreman of Centigen, who confirmed the area would be cut fortnightly. It was agreed to instruct CGM to cease cutting this area. Clerk to action this. <p>b) To note any other mowing updates.</p> <ul style="list-style-type: none"> • Cllr Evans was made aware the paths were not being strimmed at Upper Common. Clerk to contact Mowtech and Cllr Newman will meet for a site visit if necessary. 	RH RH
11. 063. 23/24	The Ducktown Echo: <p>a) To formally agree to Dave Crabbe taking over production of the newsletter.</p> <ul style="list-style-type: none"> • Agreed. Clerk to invite to next meeting to discuss plans. <p>b) To review delivery arrangements.</p> <ul style="list-style-type: none"> • Cllr Shirley highlighted that some have delivered for quite some time and may wish to step back. Clerk will request the delivery list and contact those currently carrying out these duties. 	RH RH
12. 064. 23/24	Upper Common: <p>a) To approve the expense of £49.19 for the purchase of a new padlock for the gate to the village green.</p> <ul style="list-style-type: none"> • Approved. • Cllr Woodward will liaise with the landowner who requires access before the lock is changed. • It was agreed that contact details must be provided in case of emergency. <p>b) To note any update on the noticeboard repairs.</p> <ul style="list-style-type: none"> • Repairs have not been carried out. Cllr Evans purchased a knob and paint and will try to fix it. 	RW FE
13. 065. 23/24	Road Safety: <p>a) To note any updates relating to the ANPR camera.</p> <ul style="list-style-type: none"> • The clerk has liaised with Charles Pedrick and contractor to arrange changing the position. Date to be confirmed. Clerk to find out who Aylburton's PCSO is and invite to a future meeting. <p>b) To note the ongoing costs of running the AutoSpeedWatch ANPR camera (£148 yearly).</p> <ul style="list-style-type: none"> • Noted. <p>c) To note any update on Zebra Now posters.</p> <ul style="list-style-type: none"> • Deferred until September. 	RH
14. 066. 23/24	Flower tubs: <p>To note the updated flower tub map and asset register, showing the position and addition of new tubs.</p> <ul style="list-style-type: none"> • Noted: Cllr Evans questioned whether the flower tubs should be insured. The clerk confirmed they cost less than the excess of £100 – no further action agreed. 	
15. 067. 23/24	Highways: to note updates on 'live issues' reported. <ul style="list-style-type: none"> • Noted and updated with some items requiring an update. Clerk to follow up. 	RH
16. 068	Finance <p>a) To review the month's payments against the budget.</p>	

23/24	<ul style="list-style-type: none"> Reviewed. <p>c) To approve this month's payments</p> <table border="0"> <tr> <td>R Hales</td> <td>Clerk Pay June 23</td> <td>328.17</td> </tr> <tr> <td>HMRC</td> <td>Clerk PAYE</td> <td>82.00</td> </tr> <tr> <td>R Hales</td> <td>Reimbursement – PrintSub June</td> <td>4.49</td> </tr> <tr> <td>R Hales</td> <td>Reimbursement – Padlock</td> <td>49.19</td> </tr> <tr> <td>P Goodchild</td> <td>Village Weeding June 23</td> <td>48.00</td> </tr> <tr> <td>Countrywide</td> <td>Mowing June 23</td> <td>1132.42</td> </tr> <tr> <td>Mowtech</td> <td>Mowing May/June</td> <td>240.00</td> </tr> <tr> <td>RMorgan</td> <td>School/Church Mowing June</td> <td>270.00</td> </tr> <tr> <td>PATA</td> <td>Payroll Q1 of 23/24</td> <td>25.80</td> </tr> <tr> <td>C Newman</td> <td>Reimbursement – flower tubs</td> <td>119.96</td> </tr> <tr> <td>Coinros</td> <td>Plants – flower tubs</td> <td>484.99</td> </tr> <tr> <td>Rise&Shine</td> <td>Bus Shelter Cleaning Mar-Jun</td> <td>45.00</td> </tr> <tr> <td>FoDDC</td> <td>Recharge – Election 2023 costs</td> <td>211.80</td> </tr> </table> <ul style="list-style-type: none"> Approved. <p>c) Income. To note any income received</p> <table border="0"> <tr> <td>09/06/2023</td> <td>Bank Interest</td> <td>5.63</td> </tr> <tr> <td>09/06/2023</td> <td>VAT Refund</td> <td>3424.80</td> </tr> </table> <ul style="list-style-type: none"> Noted. 	R Hales	Clerk Pay June 23	328.17	HMRC	Clerk PAYE	82.00	R Hales	Reimbursement – PrintSub June	4.49	R Hales	Reimbursement – Padlock	49.19	P Goodchild	Village Weeding June 23	48.00	Countrywide	Mowing June 23	1132.42	Mowtech	Mowing May/June	240.00	RMorgan	School/Church Mowing June	270.00	PATA	Payroll Q1 of 23/24	25.80	C Newman	Reimbursement – flower tubs	119.96	Coinros	Plants – flower tubs	484.99	Rise&Shine	Bus Shelter Cleaning Mar-Jun	45.00	FoDDC	Recharge – Election 2023 costs	211.80	09/06/2023	Bank Interest	5.63	09/06/2023	VAT Refund	3424.80	
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17. 069. 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"> The copy deadline of 15 August was noted. Clerk to ensure any copy is submitted by this date. 	RH																																													
18. 070. 23/24	<p>Exempt Business: to resolve that under section 100A of the Local Government Act 1972, that the public can be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 and 3 of schedule.</p> <ul style="list-style-type: none"> Approved. 																																														
19. 071. 23/24	<p>Aylburton Parish Land</p> <ul style="list-style-type: none"> **REDACTED** 																																														
20. 072. 23/24	<p>Council</p> <p>a) Standing Orders: to note the recent revisions as of May 2023.</p> <ul style="list-style-type: none"> Noted. <p>b) REFD fund: to note the deadline for applications (31 July 2023)</p> <ul style="list-style-type: none"> Noted. Cllr Newman suggested asking for a grant for the village gateways. Clerk to submit an application. <p>c) To note the date of the next meeting: September Full Council meeting, Tuesday 12 September at 7pm.</p> <ul style="list-style-type: none"> Noted. 	RH																																													

Meeting ended at 20.23pm

Signed:..... (Chair)

Date:.....