



# 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

4 October 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 10 October 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 [Full Council meeting](#) held on 12/09/2023.
4. Public Forum.
5. Planning: to note any updates on planning matters.
6. To receive any updates from district and county councillors.
7. To note any updates on previous agenda items.
  - a) Friends of Aylburton Wildlife agreement.
  - b) Cherry tree planting along the Taurus Crafts verge.
8. Flooding: to note that a watercourse survey is scheduled to begin on 2 October 2023.
9. Road Safety: to review ANPR data collected over the last 12 months.
10. Highways: to note updates on [‘live issues’](#) reported.
11. Allotments: to note an update from Aylburton Water and consider next actions.
12. Weeding: to review the village weeding brief for 2024.
13. Mowing:
  - a) to note any mowing updates.
  - b) to review the brief for Upper Common for 2024.
14. Councillor Advocacy Scheme: to consider appointing a representative.
15. Armistice Day. To consider arrangements and assign actions.
16. Finance

a) To review the month's payments against the budget.		
b) To approve this month's payments.		
R Hales	Clerk Pay Sept 23	328.17
HMRC	Clerk PAYE	82.00
R Hales	Reimbursement – PrintSub Sept	4.49
R Hales	Reimbursement – Stamps	30.
P Goodchild	Village Weeding Sept 23	48.00
Countrywide	Village Mowing Sept	377.47
RMorgan	School/Church Mowing Sept	240.00
Mowtech	Upper Common Jul/Aug/Sept	336.00
PATA	Payroll Q2	25.80
PKF Littlejohn	External Audit	252.00
Forest Equipment Services	Dog Bins May-July	369.60



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**c) Income. To note any income received**

10/09/2023	Bank Interest	8.26
22/09/2023	Precept 2/2	9046.00
25/09/2023	Parish Patch Payment	20.00

**d) External audit: to note the completion of the external audit and highlight recommendations made.**

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

**18. 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.

**19. Aylburton Parish Land**

**20. Council**

**a) REFD fund: to note the outcome of the application submitted for funding of village gateways.**

**b) Council: To note the date of the next meeting: November Full Council meeting Tuesday 14 November at 7pm.**