



# Aylburton Parish Council

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7 November 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 14 November 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 10/10/2023.
4. Public Forum.
5. PCSO visit: to receive any updates from local PCSO.
6. Planning:
  - a) to note any updates on planning matters.
  - b) To consider a response to application [P0987/23/FUL](#), Warren Haven, Lower Common, Aylburton, Lydney, Extensions to cattle shelter.
  - c) To consider a response to application [P1366/23/FUL](#), Taurus Crafts, Lydney Park Estate, Lydney, installation of six rapid electric vehicle charging stations within the car park.
7. To receive any updates from district and county councillors.
8. Meeting dates & venue: to consider a change of meeting venue and dates from April 2024.
9. Milling Brook: to receive an update on clearing the brook.
10. Highways: to note updates on [‘live issues’](#) reported.
11. Road Safety: to note any updates on the Zebra Now! Campaign and consider next steps.
12. Budget 2024/25: to begin drafting the budget for 2024/25.
13. Finance

a) To review the month’s payments against the budget.

b) To approve this month’s payments.

R Hales	Clerk Pay Oct 23	328.17
HMRC	Clerk PAYE	82.00
R Hales	Reimbursement – PrintSub Oct	4.49
R Hales	Reimbursement – Printer Paper	12.99
P Goodchild	Village Weeding Oct 23	48.00
Countrywide	Village Mowing Oct	682.94
GAPTC	Clerk Training	45.00
Royal British Legion	Poppy Wreath x 2	55.00
ANPRcheQ	Moving of ANPR camera	289.26
ANPRcheQ	ANPR monthly charge Oct-Dec	288.00
Greens Solicitors	Solicitor Fees	613.00

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

05/10/2023	Advert income: Hills Property	150.00
09/10/2023	Bank Interest	11.22

**d) To note the completion of the Budget Report and Bank Reconciliation of Q2 2023/24.**

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

**15. Council**

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