



Aylburton Parish Council

Parish Clerk: Rachel Hales • 33 Boating Lake Lane, Lydney, GL15 5GA • Tel: 01594 540618
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7 December 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 12 December 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 14/11/2023.
4. Public Forum.
5. Planning: to note any updates on planning matters.
6. To receive any updates from district and county councillors.
7. Upper Common:
 - a) To note that the noticeboard repairs have been carried out.
 - b) To note any updates on changing the gate lock.
8. Weeding: to consider any quotes received for village weeding.
9. Highways: to note updates on [‘live issues’](#) reported.
10. Road Safety:
 - a) to note any update to the Zebra Now! Campaign.
 - b) to note any [updates](#).
11. Budget 2024/25: to continue drafting the budget for 2024/25.
 - a) [Payments](#)
 - b) [Receipts/Reserves](#)
12. Finance
 - a) To note that the [NJC pay award for 2023-24](#) has been agreed.
 - b) To review the [month's payments](#) against the budget.
 - c) To approve this month's payments, as shown on the payment schedule.

R Hales	Clerk Pay Nov 23 & backpay	550.13
HMRC	Clerk PAYE	137.40
R Hales	Reimbursement – PrintSub Nov	4.49
M Vaisey	Noticeboard Repair	40.00
Rise & Shine	Bus Shelter Cleaning Jul-Nov	75.00
Graphics Shack	Ducktown/Naturewatch Winter 23	395.00
 - d) **Income. To note any income received**

09/11/2023	Bank Interest	13.46
23/11/2023	Apex Architecture – DT advert	75.00
13. Communications - To consider appropriate actions arising from this meeting, e.g. website, Facebook, Ducktown Echo, News Release, Notices, Leaflets.
14. Council
 - a) To agree & adopt [Aylburton Parish Council Biodiversity Policy](#).
 - b) Council: To note the date of the next meeting: January Full Council meeting Tuesday 9 January at 7pm.