

AYLBURTON PARISH COUNCIL

Minutes of the Full Council Meeting held on Tuesday 10 October 2023, 7.00pm at Aylburton Methodist Community Rooms

PRESENT:

Cllr Colin Newman (Chair)
 Cllr Claire Shirley
 Cllr Ray Woodward
 Cllr David Bayliss
 Cllr Mark Topping
 Cllr Mark Harvey

ATTENDING:

Rachel Hales (Clerk)
 2 residents

No/ Ref	Item/Notes	Action
1. 091. 23/24	To receive any apologies for absence. <ul style="list-style-type: none"> Cllr Evans. Accepted. 	
2. 092. 23/24	To note declarations of interest relating to the agenda. <ul style="list-style-type: none"> None. 	
3. 093. 23/24	To approve the draft minutes of the Full Council meeting held on 12/09/2023. <ul style="list-style-type: none"> Approved, hard copy of minutes not available so signing deferred until November meeting. 	
4. 094. 23/24	Public Forum. <ul style="list-style-type: none"> DC attended in relation to item 7b. MS arrived while item 8 was being discussed to ask for an update on the zebra crossing campaign. Public forum had passed by this time, and it was agreed to add this for discussion at the November meeting. 	
5. 095. 23/24	Planning: to note any updates on planning matters. <ul style="list-style-type: none"> One application received on the day of meeting. Deferred, clerk to ask for extension to allow time for comment/consideration. 	
6. 096. 23/24	To receive any updates from district and county councillors. <ul style="list-style-type: none"> None Cllr RW brought up traffic issues in Chepstow and asked if FODDC had withdrawn from discussions with Monmouthshire County Council regarding a potential bypass. Cllr MT states road building not a priority for either council and that traffic around Chepstow would be improved by encouraging train, bus, and cycle use. Cllr MT is meeting with leader of Monmouthshire CC and can bring this up. 	
7. 097. 23/24	To note any updates on previous agenda items: <ol style="list-style-type: none"> Friends of Aylburton Wildlife agreement. <ul style="list-style-type: none"> FAW have declined to sign the agreement. Clerk to request copy of insurance for records. No further action agreed. Cherry tree planting along the Taurus Crafts verge. <ul style="list-style-type: none"> DC has organised with Highways & Alan Preest – highways carrying out survey and would bear the cost of the trees and planting. Continuing from current tree placement, up until Taurus Crafts entrance. No objections. 	RH
8. 098. 23/24	Flooding: to note that a watercourse survey is scheduled to begin on 2 October 2023. <ul style="list-style-type: none"> Cllr RW stated the survey had concluded on 9/10/23. Awaiting outcome. Cllr CN discussed options the PC can take to alleviate risk to residents, such as purchasing flood barriers and signage. Cllr CS questioned whether flood barriers can be borrowed, or funding requested from REFD fund. Clerk to contact NC to find out. 	RH
9.	Road Safety: to review ANPR data.	

099. 23/24	<ul style="list-style-type: none"> Data reviewed and explained by the clerk. It was agreed to publish the data in the Ducktown Echo. 	RH
10. 100. 23/24	<p>Highways: to note updates on 'live issues' reported.</p> <ul style="list-style-type: none"> Noted, some items require following up by the clerk. Clerk to email PCSO to invite to a meeting to discuss parking issues. 	RH
11. 101. 23/24	<p>Allotments: to note an update from Aylburton Water and consider next actions.</p> <ul style="list-style-type: none"> Email from SR noted, Aylburton Water happy to supply the allotments. Cost would be £75 yearly but PC would carry out any necessary set-up work. There will be some one-off costs that are to be confirmed. 	
12. 102. 23/24	<p>Weeding: to review the village weeding brief for 2024.</p> <ul style="list-style-type: none"> Current contractor PG has raised that 4 hours per month is not enough hours to hand weed the village, 7 more likely to fulfil the current brief and to include Milling Crescent. A discussion took place regarding spraying/hand weeding and the cost/benefits of both. The following actions were agreed; Clerk to draft a brief based on spraying 3x yearly with an eco-friendly spray, Cllr RW to assist. Both briefs will include Milling Crescent. Clerk to get in touch with LTC to see if Aylburton can be included on the Lydney round. It was also agreed that any proposal to switch to spraying will be published in advance on a future agenda. 	
13. 103. 23/24	<p>Mowing</p> <p>a. To note any mowing updates</p> <ul style="list-style-type: none"> Mowtech had informed the clerk that they had completed 14 cuts this season. The PC declined to pay for additional cuts this year. Cllr MT highlighted areas in the village that have been missed, Bus shelter at entrance to village, footpath to Sandford Road, verge on Sandford Road. <p>b. To review the brief for Upper Common for 2024</p> <ul style="list-style-type: none"> A 'meadow' area is being considered in the field, to be mowed twice yearly, leaving the majority of the green to be cut as normal. Cllr MT drew the proposed area on the map and will measure the area. Clerk to consult the public with posters in the noticeboards asking for feedback. 	
14. 104. 23/24	<p>Councillor Advocacy Scheme: to consider appointing a representative.</p> <ul style="list-style-type: none"> No volunteers at this time. 	
15. 105. 23/24	<p>Armistice Day. To consider arrangements and assign actions.</p> <ul style="list-style-type: none"> Clerk has contacted the school, ordered the wreaths. Who is leading the service is to be confirmed. 	
16. 106. 23/24	<p>Finance</p> <p>a. To review the month's payments against the budget.</p> <ul style="list-style-type: none"> Noted. <p>b. To approve this month's payments.</p> <ul style="list-style-type: none"> Approved (payment schedule) <p>c. Income. To note any income received</p> <ul style="list-style-type: none"> Noted <p>d. External audit: to note completion of the external audit and highlight recommendations made.</p> <ul style="list-style-type: none"> Noted, recommendations highlighted by the clerk. 	
17. 107. 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"> Copy deadline is 14 November, to include piece on wildlife area, parking in village, ANPR. 	RH
18. 108. 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. 109.	<p>Aylburton Parish Land</p> <ul style="list-style-type: none"> **Redacted** 	

23/24		
20. 110. 23/24	Council a. REFD fund: to note the outcome of the application submitted for funding of village gateways. <ul style="list-style-type: none"> • Noted. b. Council: To note the date of the next meeting: November Full Council meeting Tuesday 14 November at 7pm. <ul style="list-style-type: none"> • Noted. 	

Meeting ended at 20.44 pm

Signed:..... (Chair)

Date:.....