



Aylburton Parish Council

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3 April 2024

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

7pm on Tuesday 9 April 2024 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 [09/01/2024](#) and [12/03/2024](#)
4. To consider co-opting a new member to the council.
5. Public Forum.
6. Planning: to note any updates on planning matters.
 - a) To consider a response to application [P0215/24/FUL](#) Orchard House, Lower Common, Aylburton, Lydney: *Change of use of log cabin from residential to holiday let.*
 - b) To consider a response to application [P0404/24/TCA](#) Milling House, Millbrook Green, Aylburton: *Twin stemmed plum (P1) - Full removal. Tree produces little or no fruit and is in awkward location. Maple (M1) - Crown reduction of 30%. General ongoing management of this trees size. Hawthorn (HW1) - Full removal. Majority of tree overhangs rear portion of house. Conifers (C1, C2, C3) - Full removal. Trees are large and imposing in the garden. Holly (HL1) - Full removal. Top half of tree appears dead or dying back and it is of poor form. Sumac (S1) - Full removal. Tree is growing at an awkward angle. Elder (E1), Hazel coppice (HZ1) and Laurel (L1) - Reduce overall height down to approximately 1.8 metres. To create a manageable area of hedgerow. Re-plant 40 x Laurel in area indicated on the submitted sketch plan.*
7. To receive any updates from district and county councillors.
8. Village Weeding: to consider options for village weed control.
 - a. to consider quotes received for spraying. ([summary of quotes received](#)) ([weeding brief](#))
 - b. to consider quotes received for hand-weeding. (*none received at time of publishing agenda*) ([weeding brief](#))
 - c. to consider alternative options or proposals.
9. Upper Common Village Green: to consider purchasing wildflower plugs for the meadow area. (Tray of 40 - £30 / Tray of 126 - £94.50)
10. Road Safety:
 - a. To consider a [proposal](#) to purchase x 2 camera warning signs.
 - b. Zebra Now!: to agree next steps in relation to the petition and the campaign as a whole.
 - c. To note that the second ANPR camera is installed and operational.
 - d. To note any update to the Sandford Road/A48 junction safety measures petition.
 - e. To consider any further road safety measures: e.g. white gates, road markings, 20MPH.
11. Annual Parish Assembly: to confirm date (Tuesday 14 May 2024 at 7pm) and agree actions.
12. Parish: to note updates and consider potential further actions on the following items.
 - a. Footpaths: to note the 2026 deadline to register historic footpaths and consider potential actions.
 - b. Defibrillator.
 - c. Verge mowing.
 - d. Upper Common mowing.
 - e. Litter picking.
 - f. Cherry tree planting.

- g. Flood prevention.
- h. Flower tubs.
- i. School wall.

13. Highways: to note updates on [‘live issues’](#) reported.

14. Resilience Fund: to consider potential projects and note deadline of 31 July for applications.

15. Finance

a) To approve this month’s payments, as shown on the payment schedule.

R Hales	Clerk Pay Feb 24	355.84
HMRC	Clerk PAYE	89.00
R Hales	Expenses – Printing Sub	4.49
FoDDC	Green Bins x 2	110.00
The Community Room	Room Hire April Meeting	20.00
Countrywide	Village Mowing	392.57
Glos PCC	CSS Letters Q3 2023	32.20
PATA	Payroll Services Q4	31.05
CCC4Business	ANPR Data Storage, Firmware, License 24/25	1152.00

b) Income. To note any income received

29.02.2024	Allotment Payment PB	20.00
07.03.2024	Allotment Payment KM	20.00
11.03.2024	Bank Interest	13.52
14.03.2024	CCC4Business	288.00*
20.03.2024	Ad Payment Ferrino & Partner	75.00
02.04.2024	Allotment Payments MH & DR	60.00
02.04.2024	Advert Payment LPE	35.00

*Duplicate payment returned

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

17. 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.

18. Aylburton Parish Land

19. Council

a) Council: To note the date of the next meeting: April Full Council meeting Tuesday 7 May at 7pm.

b) To note the next meeting will take place at the new venue, Aylburton Memorial Hall.