



Aylburton Parish Council

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25 May 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 4 June 2024 at Aylburton Memorial Hall

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 [Annual Council](#) & [Full Council meeting](#) held on 07.05.24.
4. Public Forum.
5. Planning: to note any updates on planning matters.
 - a. To consider a response to application [P0260/24/FUL; Aylburton Lodge, Lower Common, Aylburton, Lydney](#). Erection of single storey extension with terrace and new gates to courtyard. Demolition of existing utility room.
 - b. To consider a response to application [P0593/24/TCA; 7 High Street, Aylburton, Lydney](#). T1 Prunus remove major branch leaning over number 5 High Street and allow regrowth into a balanced canopy and maintaining clearance to utility line.
 - c. To consider a response to application [P0622/24/TCA; 93 High Street, Aylburton, Lydney](#). Remove an ornamental cherry tree due to it being dead and reduce the height of a silver birch from 12 metres to 8 metres.
6. To receive any updates from district and county councillors.
7. To consider revising the grass cutting brief for 2025.
8. To consider a proposal that future parish council meetings be held at 6.30pm.
9. Parish: to note updates on [live issues](#).
 - a. Allotment water supply: to note email received from Aylburton Water and discuss next steps.
 - b. Flower tubs: to consider a proposal to reimburse volunteers to plant up and take care of the village flower tubs, up to the value of £25 per tub.
10. Road Safety:
 - a. To note updates on [live issues](#).
 - b. To consider a [proposal](#) to purchase x 2 camera warning signs.
11. Highways: to note updates on [live issues](#).
12. Annual Return 2023/24
 - a. To note the [Annual Internal Audit Report](#) (no recommendations).
 - b. To approve [Section 1 Annual Governance Statement](#).
 - c. To approve [Section 2 Accounting Statements](#).
 - d. To note [Analysis of Significant Year on Year Variances](#).
 - e. To note the dates for the [exercise of public rights](#); Thursday 6 June 2024 – Wednesday 17 July 2024.
13. 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	5.49
Forest Equipment Services	Dog bins	326.40
Auto Speed Watch	Data Connectivity(12 months)	148.00

b. Income. To note any income received

08.05.24	Allotment Payment AR	40.00
09.05.24	Bank Interest	13.11
23.05.24	Allotment Payment JM	40.00

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

15. 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.

16. Aylburton Parish Land

17. Council

a) **Council: To note the date of the next meeting: July Full Council: Tuesday 2 July at 7pm Aylburton Memorial Hall.**