



# Aylburton Parish Council

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www.aylburton.net/council

18 August 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

6.30pm on Tuesday 3 September 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 Full Council meeting held on 02.07.24.
4. Public Forum.
5. Planning: to note any updates on planning matters.
  - a. To consider a response to [P0718/24/FUL](#), Town and Country Planning Act, 1990 (As Amended) Priors Mesne, Lower Common, Aylburton, Lydney.  
Replacement of existing conservatory with kitchen extension to include roof terrace, minor alterations to elevations to include replacement of roof tiles, rainwater goods, alterations and replacement of doors and windows, works to render finishes
6. To receive any updates from district and county councillors.
7. Parish:
  - a. to note updates on [live issues](#).
  - b. to note that an allotment tenant has not paid their rent and consider next steps.
  - c. to discuss the option of purchasing large stones to be placed on the grass verge on Chapel Hill.
8. Road Safety:
  - a. To note updates on [live issues](#).
9. Highways: to note updates on [live issues](#).
10. Armistice Day 2024
  - a. to agree the purchase of two poppy wreaths, in keeping with the usual tradition.
11. Finance
  - a. To ratify payments made in August, as shown on the [payment schedule](#).
  - b. 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	11.99
Richard Morgan	Churchyard Mowing	240.00
GAPTC	Internal Audit	180.00
Glos Constabulary PCC	CSS Letters May Inv	28.00
Glos Constabulary PCC	CSS Letters Aug Inv	39.20
Mowtech	Upper Common Mowing	312.00
Countrywide	Village Mowing	785.14
Community Insurance	Insurance Renewal Yr 3/3	469.91
  - c. **Income. To note any income received**
  - d. To note the 2023/24 Q4 [Bank Reconciliation](#) and [Budget Report](#).
  - e. To note the 2024/45 Q1 [Bank Reconciliation](#) and [Budget Report](#).
12. Communications - To consider appropriate actions arising from this meeting, e.g. website, Facebook, Ducktown Echo, News Release, Notices, Leaflets.

**13. 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.

**14. Aylburton Parish Land**

**15. Council**

- a) **Council: To note the date of the next meeting: October Full Council: Tuesday 1 October at 6.30pm Aylburton Memorial Hall.**