



Aylburton Parish Council

Parish Clerk: Meg Humphries • 6 Court Road, Lydney, Gloucestershire GL15 5SY • Tel: 01594 719245
Email: aylburtonclerk@outlook.com • www.aylburton.net/council

Thursday 8th April 2021

To all members of the Council

You are hereby summoned to participate as a member of Aylburton Parish Council **remotely via Zoom on Monday 12th April 2021** for the purpose of transacting the following business. **Please refer to the [meeting pack](#) for any notes on agenda items.**

Ms Meg Humphries, 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 for Full Council Meeting To be held on Monday 12th April 2021

Meeting to be held via Zoom. Meeting ID: 875 8529 5293; passcode 606216.

1. To receive any apologies for non-participation.
2. To note declarations of interest relating to the agenda.
3. To approve the accuracy of [the draft Minutes of the Full Council Meeting on 09.03.2021](#).
4. Covid-19 community action: to receive any updates on activity in the parish.
5. Public forum.
6. To receive any updates from district and county councillors.
7. Planning. To consider the following applications.
 - a. [P0274/21/FUL](#): Ivy Cott., 3 Cross Farm Close: Erection of a single storey side extension.
 - b. [P0030/21/DISCON](#): Barn Adj. Chapel Hill Barn. Discharge of conditions 5 (hard & soft landscaping), 6 (biodiversity enhancement) and 7 (external lighting) of P0619/20/FUL.
 - c. [P0020/21/DISCON](#): Barn Adjoining Chapel Hill Barn. Discharge of condition 04 (surface water drainage scheme) relating to planning permission P0619/20/FUL.
 - d. [P0424/21/FUL](#): Barn Adjoining, Chapel Hill Barn. Variation of condition 02 (approved plans) of planning permission P0619/20/FUL to allow for revisions to windows, addition of pv panels and roof lights and internal layout changes.
 - e. [P0321/21/FUL](#): 93 High Street. Variation of conditions 02 (Approved plans), 04 (materials) and 05 (gate materials) of planning permission P1964/20/FUL to allow for amendments to approved plans and materials.
 - f. [P0317/21/LBC](#): The Old Butchers Arms, Wesley Close. Listed building consent for conservation repairs and alterations including extending up into roof space and providing a new external balcony to the rear (SE) elevation.
 - g. [P0604/21/TCA](#): George Inn High Street Aylburton Conifer overhanging boundary cut back to allow light and air flow around guest accommodation.
 - h. [P0316/21/FUL](#): The Old Butchers Arms, Wesley Close, Aylburton, Lydney. Installation of a balcony and fire escape on the rear (SE) elevation.
 - i. [P0608/21/TCA](#): 10 High Street. Spruce fell due to being overbearing and canopy starting to thin, suggesting poor health. To be replaced with ornamental Acer (variety to be confirmed).
 - j. To receive any progress reports on local planning matters.
8. Parish: to note updates.
 - a. Flooding and Drainage: to note any updates including brook clearance and culvert work.
 - b. Highways and Road Safety. To consider requesting a speed survey. To note any updates, including speeding, and Road Safety Group update. (For a full list of 'live' matters see [meeting pack](#).)
 - c. Motocross complaints. To receive an update on working to lessen the negative impact of future events on the community.
 - d. Footpaths. To receive any updates.

- e. Management of trees/hedges.
- f. Former Upper Common allotments wall deterioration. To note any updates.
- g. Cross Inn. To receive any updates.
- h. Allotments. To note any updates including littering issues.
- i. Grass cutting: to note any updates and to ratify for 2021 the continuation of the arrangement for MowTech to mow Upper Common Rec.
- j. Wildflower verges: to note any updates.
- k. Parish flower tubs 2020. To note any updates.
- l. Phone Kiosk, Upper Common: to receive any updates.
- m. The Cross Monument. To receive any updates.
- n. Bus Shelters. To receive any updates.
- o. Litterpicking. To receive any updates.
- p. Dog waste bins. To receive any updates.
- q. Housing Needs Survey. To note any updates.
- r. Two Rivers garages. To receive any updates.

9. Council

- a) Exempt item. Item information excluded from the agenda under Schedule 12A, Local Government Act 1972.
- b) Meetings: To consider arrangements for meetings from 7th May onwards in light of the legal need to return to in-person meetings, and to consider arrangements for the Annual Parish Assembly and the Annual Council Meeting.
- c) Climate change: to receive any updates.
- d) To consider adopting the draft [Risk Assessment Scheme](#).

10. Finance

- a) Payments. To approve this month's council payments.

TO WHOM	DETAILS	AMOUNT
M Humphries	Salary March 2021	377.12
Merlin Waste	Dog Bins March 2021	67.60
HMRC	PAYE	6.40
PATA Payroll	Payroll services Q4 of 21/22	23.85
M Humphries	Expenses – speed stickers	28.78
GAPTC	Membership subscription	193.50
Lydney Park Estate	Kears Moor rent	90.00
FoDDC	Green Bin licences 21/22	84.00

- b) Income. To note any income received since the last meeting.

DATE	FROM	AMOUNT
09/3/21	Bank Interest	00.06
22/3/21	CB – allotment rent	20.00
22/3/21	AB – allotment rent	40.00
22/3/21	CN – allotment rent	40.00
23/3/21	RW – allotment rent	20.00
26/3/21	JD – allotment rent	40.00
31/3/21	MD – allotment rent	40.00
06/4/21	AR – allotment rent	40.00

- c) To note the [Year End budget statement](#), [Year End accounts statement](#) and [Q4 bank reconciliation](#).
- d) Internal Controls: to note any updates and agree arrangements for checks for Q4 of 2020-21.
- e) To officially agree to declare the council exempt from an external audit (due to income/expenditure both being under £25,000).
- f) AGAR 2020-21: To note the timetable and arrangements (see [meeting pack](#)).

11. To note any correspondence and any additional notes from the Clerk.

12. To note the date of the next meeting – Full Council Meeting on Tuesday 4th May 2021 7 pm, via Zoom.