

## AYLBURTON PARISH COUNCIL

**Minutes of the Full Council Meeting held on Tuesday 2 July 2024, 6.30pm at Aylburton Memorial Hall**

**PRESENT:**

Cllr Mark Topping (Chair)  
Cllr Frankie Evans  
Cllr Claire Shirley  
Cllr Lorraine Haddrell

**ATTENDING:**

Rachel Hales (Clerk)

No/ Ref	Item/Notes	Action
1. 033. 24/25	<p><b>To receive any apologies for absence.</b></p> <ul style="list-style-type: none"> <li>• Cllr Mark Harvey and Cllr Daniel Tremayne. Accepted.</li> </ul>	
2. 034. 24/25	<p><b>To note declarations of interest relating to the agenda.</b></p> <ul style="list-style-type: none"> <li>• None.</li> </ul>	
3. 035. 24/25	<p><b>To approve the draft minutes of the Full Council meeting held on 04.06.24.</b></p> <ul style="list-style-type: none"> <li>• Approved, signed by Cllr MT.</li> </ul>	
4. 036. 24/25	<p><b>Public Forum.</b></p> <ul style="list-style-type: none"> <li>• None.</li> </ul>	
5. 037. 24/25.	<p><b>Planning: to note any updates on planning matters.</b></p> <ul style="list-style-type: none"> <li>• Two applications were received after the agenda was published;</li> <li>• P0739/24/FUL, 34 Sandford Road, Aylburton GL15 6DP; Demolition of existing front steps. Installation of wooden steps and decking at ground floor level.</li> <li>• No comments.</li> <li>• P0699/24/LBC, Priors Lodge, Parawell Lane, Bream, Lydney; Listed building consent for the replacement of porch</li> <li>• No comments</li> </ul>	
6. 038. 24/25	<p><b>To receive any updates from district and county councillors.</b></p> <ul style="list-style-type: none"> <li>• No updates</li> <li>• As district councillor, Cllr MT highlighted that the new Local Plan consultation goes live on 08.07.24 – 13.08.24 and that there is an event on 24.07.24 at Naas Lane, Lydney Community centre; in reference to the potential allocation of land in Aylburton for 31 homes.</li> <li>• It was agreed that the clerk would submit a response on behalf of the parish council, stating concerns about access and increased volume of traffic, changes to the existing settlement boundary and linear aspect of the village, school capacity, lack of facilities, impact on the conservation area, environmental concerns, drainage and increased flood risk.</li> </ul>	
7. 039. 24/25	<p><b>Parish:</b></p> <p><b>a. to consider a <a href="#">proposal</a> to contribute £150 toward cutting back the overgrown area to the right of the Lydney Park Estate Office.</b></p> <ul style="list-style-type: none"> <li>• Cllr Topping outlined the proposal which was submitted by a resident (as described in the above link).</li> <li>• Cllrs Shirley and Evans questioned whether it was appropriate for the parish council to pay for this, should it be LPE's responsibility and whether it would set a precedent. Cllr Evans questioned which budget this would come from. Cllr Topping and DC confirmed it would be a one-off contribution after which LPE would maintain this hedging and the parish council would cut the grass.</li> <li>• Cllr Evans asked if any of the above had been confirmed in writing and Cllr Topping confirmed it had not been.</li> </ul>	

	<ul style="list-style-type: none"> <li>DC (resident) highlighted the importance of doing something – it is currently an eyesore, and something needs to be done about it.</li> <li>Cllr Haddrell proposed that the clerk write to Lydney Park Estate to ask that they cut back and maintain hedging. This was seconded by Cllr Evans and all agreed. To be reviewed at the next meeting.</li> </ul> <p><b>b. To consider a suggestion to plant further cherry trees along the opposite verge at the Lydney end of the village.</b></p> <ul style="list-style-type: none"> <li>Deferred until September.</li> </ul> <p><b>c. to note updates on <a href="#">live issues</a>.</b></p> <ul style="list-style-type: none"> <li>Noted, and updated.</li> <li>Allotment water supply - Clerk to contact Mike Thomas/plumber about installing the connection.</li> <li>Churchyard – Cllr MT is currently working towards clarifying the status of the churchyard. He has contacted the Federation of Burial site, Crematorium and Cemeteries and is further investigating with the District Council.</li> <li>Ducktown – Autumn edition 3<sup>rd</sup> September, deadline 16 August. The following copy items were agreed; Remembrance Day information, ANPR updates, flower tubs (thank you)</li> <li>Flower tubs - 15 or 16 tubs have been planted up on a voluntary basis with a total of £300.16 spent which is slightly under budget.</li> <li>Local Plan – the clerk will put posters on the noticeboards and post on Facebook to notify residents of the consultation period.</li> <li>Upper Common – a tree across the road growing through into the electric/phone wire. Clerk to report to Highways.</li> </ul>										
8. 040. 24/25	<p><b>Road Safety:</b></p> <p><b>a. To consider a <a href="#">proposal</a> to purchase ANPR signs.</b></p> <ul style="list-style-type: none"> <li>Cllr Topping highlighted that it would be helpful to advise motorists that the cameras were ANPR and that correx signs would not be removed by GCC Highways. It was agreed to purchase 2 signs up to the value of £20 each.</li> </ul> <p><b>b. To note updates on <a href="#">live issues</a>.</b></p> <ul style="list-style-type: none"> <li>Road safety have visited, but unfortunately no changes were made when the markings were repainted.</li> <li>Clerk to write to Alvington Parish clerk to ask for a meeting/agenda item regarding shared TRO application. Cllr MT volunteered to attend the meeting to discuss this.</li> </ul>										
9. 041. 24/25	<p><b>Highways: to note updates on <a href="#">live issues</a>.</b></p> <ul style="list-style-type: none"> <li>Noted/updated.</li> <li>Drains – this issue continues, despite being reported several times. It was highlighted that issues can be reported via the ‘Fix my Street’ app which shows whether issues have been reported before.</li> </ul>										
10. 042. 24/25	<p><b>Finance</b></p> <p><b>a. To approve this month’s payments, as shown on the payment schedule.*</b></p> <ul style="list-style-type: none"> <li>The clerk highlighted payments that had been added since the agenda had been published (due to being published earlier than usual) all payments were approved.</li> </ul> <p><b>b. Income. To note any income received</b></p> <table> <tr> <td>10.06.24</td> <td>Bank interest</td> <td>14.00</td> </tr> <tr> <td>19.06.24</td> <td>Advert Payment Apex</td> <td>75.00</td> </tr> <tr> <td>19.06.24</td> <td>Advert Payment Ferrino</td> <td>75.00</td> </tr> </table> <ul style="list-style-type: none"> <li>Noted.</li> </ul>	10.06.24	Bank interest	14.00	19.06.24	Advert Payment Apex	75.00	19.06.24	Advert Payment Ferrino	75.00	
10.06.24	Bank interest	14.00									
19.06.24	Advert Payment Apex	75.00									
19.06.24	Advert Payment Ferrino	75.00									
11. 043. 24/25	<p><b>Communications - To consider appropriate actions arising from this meeting, e.g. website, Facebook, Ducktown Echo, News Release, Notices, Leaflets.</b></p> <ul style="list-style-type: none"> <li>Discussed in item 7c.</li> </ul>										
12. 043. 24/25	<p><b>Exempt Business:</b> 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"> <li>Approved.</li> </ul>										

13. 044. 24/25	<b>Aylburton Parish Land</b> *REDACTED*	
14. 045. 24/25	<b>Council</b> <b>a. Council: To note the date of the next meeting: September Full Council: Tuesday 3 September at 6.30pm Aylburton Memorial Hall.</b> Noted.	

Meeting ended 20.00 pm

Signed:..... (Chair)

Date:.....