



Aylburton Parish Council

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www.aylburton.net/council

2 January 2025

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 7 January 2025 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 [03.12.24](#).
4. Public Forum.
5. Planning: to note any updates on planning matters.
6. To receive any updates from district and county councillors
7. Flood Prevention: to discuss potential measures and actions. [GCCs flood models of Aylburton](#).
8. Parish:
 - a. To discuss the potential transfer of communal land from Two Rivers Housing.
 - b. Emergency Planning: to consider next steps in producing an emergency plan for Aylburton
 - c. To consider the purchase of large stones to be placed on the verge on Chapel Hill.
Birches £240e + VAT, £180 del / FOD Stone £562.50e + VAT, £225 del
 - d. To note updates on [live issues](#).
9. Road Safety:
 - a. To note updates on [live issues](#).
10. Highways: to note updates on [live issues](#).
11. Finance
 - a. Budget 2025-26: to review and formally approve the [draft budget for 2025-26](#)
 - b. To note the [NJC pay increase](#) for 2024/25.
 - c. To approve training costs for Cllr Tallis; Being a Better Councillor: [Part One](#) & [Part Two](#)
 - d. To approve this month's payments, as shown on the payment schedule.

R Hales	Clerk Pay	374.34
HMRC	Clerk PAYE	93.60
R Hales	Expenses – Printing Sub	5.49
PATA	Payroll Q3	46.05
Graphics Shack	Ducktown Echo – Winter	460.00
 - e. **Income. To note any income received**

09.12.2024	Bank Interest	10.57
23.12.2024	Ad Income – Apex	75.00
23.12.2024	Ad Income – Inspirations	50.00
23.12.2024	Ad Income – Evoke	75.00
23.12.2024	Ad Income – LPE	35.00
 - f. To note that Cllr CS has completed the 2023/24 Q4 & 2024/25 Q5 internal controls checks.
 - g. To note the completion of the Q2 2024/25 internal controls checks.
[Q2 Budget Report](#) / [Q2 Bank Reconciliation](#)
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 defined in paragraph 1 (information relating to an

individual) and paragraph 3: (information relating to the financial or business affairs of any particular person, including the authority holding that information), of schedule 12A of the Act.

14. Aylburton Parish Land

15. Council

- a) **To consider appointing GAPTC to carry out the internal audit for 2024-25 at a cost of £210.**
- b) **Council: To note the date of the next meeting: March Full Council: Tuesday 4 March at Aylburton Memorial Hall.**