



Aylburton Parish Council

Parish Clerk: Rachel Hales • Tel: 01594 540618 • Email: clerk@aylburton-pc.gov.uk
www.aylburton-pc.gov.uk

20 February 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 4 March 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 [07.01.2025](#).
4. Public Forum.
5. Planning: to note any updates on planning matters.
 - a. To consider a response to application [P0048/25/FUL](#), Hazel Brae, New Road, Aylburton, Lydney; Erection of extensions, re-roofing, new double garage and associated works.
6. To receive any updates from district and county councillors
7. Flood Prevention:
 - a. To note response to parish letter from Julia Hall and updated flooding report.
 - b. To discuss and consider potential further actions.
8. To note any updates on the potential transfer of communal land from Two Rivers Housing and discuss potential actions.
9. Parish
 - a. Chapel Hill.
 - i. 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*
 - ii. To note report received regarding persistent drainage issues and consider potential actions.
 - b. Allotments: to discuss and agree a rent increase for 2025/26.
 - c. Defibrillator:
 - i. To note the purchase of replacement defibrillator pads at a cost of £146.34, inclusive of P&P & VAT.
 - ii. To consider arranging defibrillator training.
 - d. Upper Common Mowing: to note that the cost for 2025 remains the same as 2025. (£65 plus VAT per cut).
 - e. To note any updates on [live issues](#).
10. Parish Patch:
 - a. To discuss and agree a rent increase for 2025/26.
 - b. To consider a proposal to hire a skip to remove debris from the field.
11. Road Safety: to note any updates on [live issues](#).
12. Highways: to note any updates on [live issues](#).
13. Finance
 - a. To ratify payments made in February.

R Hales	Clerk Pay	374.34
HMRC	Clerk PAYE	93.60
R Hales	Expenses – Printing Sub	5.49
Rise & Shine	Kiosk/Bus Shelter Cleaning	90.00
 - b. 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
Community Heartbeat	Defib Pads	146.34
Forest Equipment Services	Dog Bins Nov24-Jan25	403.20
ICO	Data Protection Fee	52.00
GAPTC	Training – Cllr Tallis	45.00
GAPTC	Subscription 2025	229.91
Aylburton Methodist Church	Room Hire 13.05.2025	20.00

c. Income. To note any income received

09.01.2025	Bank Interest	11.71
14.01.2025	GCC grant	250.00
17.01.2025	Litter Picking SLA	1291.50
10.02.2025	Bank Interest	12.10

c. To note the progress of Q2 2024/25 internal controls checks.

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 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.

16. Aylburton Parish Land

17. Council

a. To note/approve upcoming annual leave dates for the clerk; 16.04-04.05.25

b. Council: To note the date of the next meeting: March Full Council: Tuesday 1 April at Aylburton Memorial Hall.