

AYLBURTON PARISH COUNCIL

Minutes of the Full Council Meeting held on Tuesday 1 April, 6.30pm at Aylburton Memorial Hall

PRESENT:

Cllr Frankie Evan (Vice Chair)
 Cllr Claire Shirley
 Cllr Lorraine Haddrell
 Cllr Julie Tallis
 Cllr Mark Harvey
 Cllr Daniel Tremayne

ATTENDING:

Rachel Hales (Clerk)

ABSENT:

No/ Ref	Item/Notes	Action
1. 141. 24/25	To receive any apologies for absence. Cllr Mark Topping. Accepted. •	
2. 142. 24/25	To note declarations of interest relating to the agenda. • None.	
3. 143. 24/25	To approve the draft minutes of the Full Council meeting held on 04.03.25 • At this stage of the meeting, not enough members were present (3 required) to approve the minutes so this was deferred to May.	
4. 144. 24/25	Public Forum. • None.	
5. 145. 24/25.	Planning: to note any updates on planning matters. • None.	
6. 146. 24/25	To receive any updates from district and county councillors • None. •	
7. 147. 24/25	Flood Prevention: • No updates. Clerk has investigated what grants are available (none so far) and will continue to do so.	
8. 148. 24/25	To note any updates on the potential transfer of communal land from Two Rivers Housing and discuss potential actions. • Cllr LH arrived at 18.36. • As previously discussed, the Clerk had been in touch with Lydney Town Council to ask for a recommendation regarding a solicitor, and Wellers Law Group had been recommended. It was agreed the clerk would approach to ask for costings.	RH
9. 149. 24/25	Annual Parish Assembly: to note date and location, 20.05.2025, 6.30pm at Aylburton Memorial Hall. • Date and location noted. Invitees confirmed, it was agreed to invite pubs and ABC businesses.	RH
10. 150. 24/25	Parish: a. to note any updates on live issues. • Wall in horse field has collapsed into the stream, clerk has previously reported this, but issue not fixed. Clerk to follow up, and also look into reporting to EA. b. to note the cost of new oak barrel planters (£24.99 each) and agree purchase (x2) and placement on Chapel Hill. • Cllr LH highlighted a third tub that needed replacing and proposed that 3 were purchased. It was unanimously agreed. Clerk to organise the purchase of 3 tubs. c. To consider organising community defibrillator training at a cost of £175, plus room hire costs.	RH RH

	<ul style="list-style-type: none"> It was agreed the cost was reasonable, as up to 50 people can attend the session. Clerk to gauge interest at the Annual parish assembly and look to book a date in the Autumn so event can be well advertised. 																																														
11. 134. 24/25	<p>Road Safety: To note updates on live issues.</p> <ul style="list-style-type: none"> Clerk to chase installation of the signs. Cllr CS highlighted an incident where the ANPR camera had not captured 2 X speeding cars she had video footage of. It was agreed that the clerk would raise this with the camera admin to check it is all working correctly or requires any calibration. 	RH RH																																													
12. 135. 24/25	<p>Highways: to note updates on live issues.</p> <ul style="list-style-type: none"> Noted. 																																														
13. 136. 24/25	<p>Finance</p> <p>a. To consider a proposal to open a new savings account and transfer reserves to this account. <i>(options circulated to councillors prior to meeting)</i></p> <p>All agreed in principle to open the Local Council 90 Day Notice Deposit account. Clerk to prepare to open account.</p> <p>b. To consider a charitable donation to Forest Exiles Cricket Club</p> <ul style="list-style-type: none"> Cllr Julie Tallis highlighted the fundraising Forest Exiles (based in the playing fields) were doing and that it would be beneficial to the village to support them. While no charity funds were budgeted in 2025-26, £100 of funds for 2024-25 were unused. Cllr DT proposed that we use the £100 charity budget left over from 2024-25 budget. Cllr LH seconded and unanimously agreed. <p>c. To note changes to our treasurer bank account, resulting in a £4.25 per month monthly charge.</p> <ul style="list-style-type: none"> Noted. It was suggested that the clerk should look at alternative accounts without a monthly charge. Clerk to do so. <p>d. To ratify payments made after the agenda was published in March</p> <table> <tr> <td>Mowtech</td> <td>Sept-Oct 2024 Mowing</td> <td>234.00*</td> </tr> <tr> <td>Lloyds</td> <td>Service Charges</td> <td>4.25**</td> </tr> </table> <p>*Inv received late, important to have payment made before year end. **Automatically deducted from account</p> <ul style="list-style-type: none"> Ratified. <p>e. To approve this month's payments, as shown on the payment schedule.</p> <table> <tr> <td>R Hales</td> <td>Clerk Pay</td> <td>374.34</td> </tr> <tr> <td>HMRC</td> <td>Clerk PAYE</td> <td>93.60</td> </tr> <tr> <td>R Hales</td> <td>Expenses – Printing Sub</td> <td>5.49</td> </tr> <tr> <td>Graphics Shack</td> <td>Ducktown/Naturewatch Spring 2025</td> <td>395.00</td> </tr> <tr> <td>Lydney Park Estate</td> <td>Kears Moor Rent</td> <td>90.00</td> </tr> <tr> <td>Lloyds</td> <td>Bank Account Charges</td> <td>4.25</td> </tr> <tr> <td>PATA</td> <td>Payroll Q4</td> <td>37.35</td> </tr> </table> <ul style="list-style-type: none"> Approved. <p>f. Income. To note any income received</p> <table> <tr> <td>07.03.2025</td> <td>Allotment Payment CB</td> <td>24.00</td> </tr> <tr> <td>10.03.2025</td> <td>Allotment Payment RE</td> <td>12.00</td> </tr> <tr> <td>17.03.2025</td> <td>Ad Payment Leaf Creative</td> <td>75.00</td> </tr> <tr> <td>19.03.2025</td> <td>Ad Payment Apex Architecture</td> <td>75.00</td> </tr> <tr> <td>20.03.2025</td> <td>Ad Payment Evoke</td> <td>75.00</td> </tr> <tr> <td>24.03.2025</td> <td>Allotment Payment BS</td> <td>24.00</td> </tr> </table> <p>Noted.</p> <p>g. To note the completion of the Q3 Budget Report and Bank Reconciliation.</p> <ul style="list-style-type: none"> Noted. 	Mowtech	Sept-Oct 2024 Mowing	234.00*	Lloyds	Service Charges	4.25**	R Hales	Clerk Pay	374.34	HMRC	Clerk PAYE	93.60	R Hales	Expenses – Printing Sub	5.49	Graphics Shack	Ducktown/Naturewatch Spring 2025	395.00	Lydney Park Estate	Kears Moor Rent	90.00	Lloyds	Bank Account Charges	4.25	PATA	Payroll Q4	37.35	07.03.2025	Allotment Payment CB	24.00	10.03.2025	Allotment Payment RE	12.00	17.03.2025	Ad Payment Leaf Creative	75.00	19.03.2025	Ad Payment Apex Architecture	75.00	20.03.2025	Ad Payment Evoke	75.00	24.03.2025	Allotment Payment BS	24.00	RH RH
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14. 137. 24/25	<p>Communications - To consider appropriate actions arising from this meeting, e.g. website, Facebook, Ducktown Echo, News Release, Notices, Leaflets.</p>																																														

	<ul style="list-style-type: none"> • Clerk to post on Facebook asking for Emergency Plan volunteers, advertise Annual Parish Assembly and put posters in noticeboards. 	
15. 138. 24/25	<p>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.</p> <ul style="list-style-type: none"> • Approved. 	
16. 139. 24/25	<p>Aylburton Parish Land</p> <ul style="list-style-type: none"> • REDACTED 	
17. 140. 24/25	<p>Council</p> <p>a. Council: To note the date of the next meeting: Annual Parish Meeting, followed by May Full Council: Tuesday 13 May at Aylburton Methodist Church, and the Annual Parish Assembly: Tuesday 20 May at Aylburton Memorial Hall.</p> <ul style="list-style-type: none"> • Noted. 	

Meeting ended 19:50 pm

Signed:..... (Chair)

Date:.....