

AYLBURTON PARISH COUNCIL

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

PRESENT:

Cllr Frankie Evans (Chair)
Cllr Lorraine Haddrell
Cllr Mark Harvey
Cllr Mark Topping
Cllr Julie Tallis
Cllr Claire Shirley
Cllr Daniel Tremayne

ATTENDING:

Rachel Hales (Clerk)

ABSENT:

No/ Ref	Item/Notes	Action
01. 048. 26/27	To receive any apologies for absence. None.	
02. 049. 26/27	To note declarations of interest relating to the agenda. None.	
03. 050. 26/27	1. To approve the draft minutes of the Full Council meeting held on 06.01.2026, 05.05.2026, 02.06.26 & 07.07.26. All minutes were approved as accurate and signed by Cllr FE.	
04. 051. 26/27.	Public Forum. Both residents in attendances regarding planning application P0534/26/FUL, Land South East Of, Pool Farm, Upper Common, Aylburton; Erection of new agricultural barn/workshop and associated landscaping.	
05. 052. 26/27	Planning: a. to note any updates on planning matters. - Application P0974/26/FUL, Land North West Of George Inn High Street Aylburton, Erection of pair of semi-detached dwelling with associated parking, access and works. - It was agreed the clerk would post planning applications on FB. - The consensus was supportive of the plans as they are within the settlement boundary and are of sympathetic design within the conservation area. Only concern raised is potential impact on parking. Clerk to submit response prior to the deadline. b. to consider a response to P0534/26/FUL, Land South East Of, Pool Farm, Upper Common, Aylburton; Erection of new agricultural barn/workshop and associated landscaping. - Applicant in relation to the above case in attendance and stated that plans in questions have not changed, but clarify what is going inside the barn – sheep, pigs, up to 50 animals in adverse weather, as well as farm vehicles/machinery and feed. - Cllr CS raised that the plans were ambiguous and indicated that the purpose is for more animals; applicant confirmed this is not the case, the figure of 50 is ‘worst case scenario’. It was also confirmed that the shed will be scraped down, washed out and any waste transported to LPE slurry pit. Applicant intends to keep animals regardless of whether the barn is approved, however the barn will improve their welfare in adverse weather. - Second resident in attendance is fully supportive of the application and raised that young farmers should be supported.	RH

	- It was agreed to that the parish council would not submit comments either for or against the plans, having considered that environmental concerns are being addressed by the environmental health department at FODDC, and that the parish council had received correspondence of both support and objection for the plans. - Cllr DT proposed that we write a letter in favour of the application. The proposal was not seconded.																			
06. 053. 26/27	To receive any updates from district and county councillors. None.																			
07. 054. 26/27	Flood Prevention: to note any updates and discuss potential actions. None.																			
08. 055. 26/27	Parish: a. Allotments: to consider quote(s) for tidying up vacant allotment plots. (if received prior to meeting) - No quotes received. b. to consider quotes received for repairing the bus stop opposite Sandford Road junction. - Quotes received: Alotek £995 + VAT, and Glass Replacement-Gloucester £334+ VAT x3. Cllr CS proposed the bus stop be left open and this be reviewed, seconded by Cllr Lorraine Haddrell and a unanimous vote was in favour. c. to note any updates on live issues. - Allotments – clerk is re-writing tenancy terms and will include a deposit. - Flower tubs – damaged tubs by the Cross and School have been removed. - Clerk to follow up with Two Rivers again regarding clearing the Brook. - Clerk to email Two Rivers regarding resident parking on verge. - Cllr MT questioned whether contractor had completed every cut during the summer due to the dry weather. Clerk to contact S Adams regarding this. - Upper Common – wildflower area coming along and has recently been cut. - A request had been received to install a memorial bench at Upper Common. It was noted previous benches had just ‘appeared’ but all were in favour of granting permission, however the applicant will be responsible for upkeep and maintenance.	RH																		
09. 056. 26/27	Road Safety: to note any updates on live issues. - Cllr MT has collected ANPR signs, and these will be installed ASAP. - A48/Sandford Rd safety measures scheme is back with the design scheme due to officers changing roles. Cllr MT will ask for an update at the next road safety meeting. - Clerk to forward email/pinch points from Cllr MT.	MT RH																		
10. 056. 26/27	Highways: to note any updates on live issues. - Stockwell Lane – most of potholes filled. - Confirmation that Highways are responsible for clearing the trash grid.																			
11. 058. 26/27	Finance a. Insurance Renewal: to note renewal, comparison quotes and consider insurance provider for the coming year. - Cllr LH proposed we renew with the current provide Zurich at a cost of £300, Cllr FE seconded, all in favour. b. To ratify payments made in August <table> <tr> <td>R Hales</td><td>Clerk Pay</td><td>386.29</td></tr> <tr> <td></td><td>Reimbursement – Printing sub</td><td>6.49</td></tr> <tr> <td>HMRC</td><td>Clerk PAYE</td><td>106.48</td></tr> <tr> <td>Graphics Shack</td><td>Newsletter printing</td><td>395.00</td></tr> <tr> <td>GS</td><td>Flower Tubs</td><td>10.50</td></tr> <tr> <td>Lloyds</td><td>Bank Charges</td><td>4.25</td></tr> </table> - Ratified.	R Hales	Clerk Pay	386.29		Reimbursement – Printing sub	6.49	HMRC	Clerk PAYE	106.48	Graphics Shack	Newsletter printing	395.00	GS	Flower Tubs	10.50	Lloyds	Bank Charges	4.25	
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	c. To approve this month's payments, as shown on the payment schedule. <table> <tr> <td>R Hales</td><td>Clerk Pay</td><td>386.29</td></tr> <tr> <td></td><td>Reimbursement – Printing sub</td><td>6.49</td></tr> <tr> <td>HMRC</td><td>Clerk PAYE</td><td>106.48</td></tr> <tr> <td>Forest Equipment Services</td><td>Dog Bins</td><td>465.71</td></tr> <tr> <td>PCC</td><td>CSW Letters</td><td>38.50</td></tr> <tr> <td>Podium Event Services Ltd</td><td>Speed Signs</td><td>374.93</td></tr> <tr> <td>Lloyds</td><td>Bank Charges</td><td>4.25</td></tr> </table> <i>*Invoice received after agenda was published</i> Approved.	R Hales	Clerk Pay	386.29		Reimbursement – Printing sub	6.49	HMRC	Clerk PAYE	106.48	Forest Equipment Services	Dog Bins	465.71	PCC	CSW Letters	38.50	Podium Event Services Ltd	Speed Signs	374.93	Lloyds	Bank Charges	4.25	
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12. 059. 26/27	Communications - To consider appropriate actions arising from this meeting, e.g. website, Facebook, Ducktown Echo, News Release, Notices, Leaflets. Clerk to post planning applications on website, and FB, notice boards.	RH																					
13. 060. 26/27	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. Agreed																						
14. 061. 26/27	Aylburton Parish Land REDACTED	RH																					
15. 062 26/27	Council a. To adopt the amended Internal Controls Policy - Cllr LH proposed adopting the policy, Cllr JT seconded and all in favour. b. Council: i. to note the change of meeting schedule and upcoming Council meeting dates to end of 2027. - Noted ii. to note the date of the next meeting: October Full Council, Tuesday 6 October 2026 at Aylburton Memorial Hall. - Noted.																						

Meeting ended 8.20 pm

Signed:..... (Chair)

Date:.....