**ALVINGTON PARISH COUNCIL**

**Minutes of the meeting held on Wednesday 1st November 2017**

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| PRESENT:  ATTENDING: | | Cllr. Alan Haslam(Chairman)  Cllr. Gary Collier  Cllr. Richard Heys  Cllr. Lisa Chidley  Alec Davis  Margaret Harris  Kayleigh Guest  Philip Johnson  John Wood | | Emma Money (Clerk)  Gail Thompson  Bonnie Jones  Ali Taylor  Chris Shill | |
|  | **Item** | | **Notes** | | **Action** |
| **1**  **39.17/18** | **Apologies for absence** | | There were no apologies for absence. | |  |
| **2**  **40.17/18** | **Declarations of interest** | | There were no declarations of interest made. | |  |
| **3a.**  **41.17/18** | **Minutes of the meeting on October 4th 2017** | | The minutes were agreed as a true record and signed accordingly. | |  |
| **3b.**  **42.17/18** | **Presentation by Tom Oliver PCSO.** | | The Community Alert System: The Parish Council and/or members of the public can sign up. E-mail or SMS alerts are provided regarding incidents in the area: floods, suspicious persons, etc.  This system is being championed in The Forest and may be rolled out nationally.  **ACTION:** Clerk to register the Parish Clerk e-mail address.  Following the presentation there was a productive conversation with Councillors and Parishioners regarding: smoking of illegal substances in the playing field carpark, TO will report back to his beat manager. He will also forward info to Clerk if renting a CCTV camera from the Coleford or Cinderford Police is possible.  Speeding at Swan Hill: TO is aware of problem: will try to organise further ad hoc speed checks and obtain temporary 30MPH signs. | | **EM** |
| **4.**  **43.17/18** | **Councillor Vacancy** | | * Philip Johnson and Gail Thompson, both stepped forward and expressed an interest. * Both candidates were asked to submit a CV and covering letter to the Clerk via e-mail within the next two weeks, so Councillors have two weeks to agree a decision. The Clerk will then inform both candidates of the outcome just before the next meeting (December 6th). * Vice-Chairman: as Cllr. Elliot has resigned there is currently no Vice-Chairman. Cllr Collier offered his services until the next AGM (April 2018). All Councillors unanimously agreed | |  |
| **5. 44.17/18**  **6. 45.17/18** | **Planning**  **Playing Field** | | P1645/17/FUL: Land adjacent to Pipers Meadow, Barnage Road: This application concerns converting 2 almost derelict barns. After discussion: all Councillors relatively happy with the plan: main concerns are : increased traffic in Clanna Lane as part of the plan appears to be business premises’. **ACTION:** Clerk to draft a letter and circulate to all Councillors, and submit to District Council once agreed.   * Letter regarding play equipment addressed to Glos CC Legal Dept to be redrafted and sent to Trading Standards. * Clerk to check if NI Climbing Frames are part of a trade association as there may be an arbitration service that could be used   . **ACTION:** Clerk to send redrafted letter and check Trade Association.   * Nick Powell is not present tonight so no update on the mower repairs.   **ACTION:** Clerk to contact Nick and circulate an update.   * The grass at the playing field is currently too long for the dog club to use.   **ACTION:** Clerk to contact Glebe Contractors and see if they can arrange a one off extra cut ASAP.   * Grass Cutting Contracts: currently 3, all due to expire early 2018: playing field, churchyard and A48 verges.   **ACTION:** Clerk to contact current supliers and see if they are willing to quote for next 3 years, and report to December meeting to consider the way forwards.   * Playing Field Committee: needs a Parish Councillor to represent the Council: Cllr Heys kindly volunteered his services in this role. * Pavilion Funding: CS wants to submit plans for funding to Resilience Committee. The cost will be £100 for the plans: will Council approve this cost? * All Councillors agree to this spend even though it is not allowed for in the current budget as this is the only way forwards: plans have to be submitted to get financial support before anything else can happen. CS will organise the plans. | | **EM**  **EM**  **EM**  **EM**  **EM** |
| **7**  **46.17/18** | **Telephone Kiosk** | | * CS has all the parts in place now, needs to do final alterations to limit vibrations of windows. * AH has some spare silicone adhesive that CS can use for this. * The interior also needs painting: as CS has some red paint left over, all agree that red is fine for the interior. | |  |
| **8**  **47.17/18** | **Neighbourhood Development Plan** | | * The Clerk has made an application for further grant funding and is awaiting a reply, update at next Parish Meeting. * The NDP Steering Group have produced a newsletter, all agreed it looks great. **ACTION:** Clerk to contact Whitehouse Press and have 350 copies printed. * This newsletter is a one off edition by the Steering Group, it would be good to have a quarterly newsletter. * A charge of £25 per advert to advertisers, should cover printing costs, although this edition can be funded by the NDP once their grant is obtained. * Once printed, volunteers will be needed to distribute. * Allocations Plan Modifications: AD attended recent meeting: Allocations Plan refers to a development of “approx.” or “about” 11 homes, ? this number could go up or down? “not more than” would be a better phrase. * The settlement boundary also appears to have been moved (p166), which the Parish Council specifically requested was not done.   **ACTION:** EM to draft letter to be approved before December deadline. | | **EM**  **EM** |
| **9**  **48.17/18** | **Finance** | | The following invoices were approved for payment:  Emma Money salary & expenses £251.19, X2 Connect for phone kiosk parts £207, GPFA annual subscription £50, Richard Morgan for 1 cut of the churchyard grass in September and 1 in October £222, Merlin Waste for dog waste collection £27.12.   * The Parish Council is struggling for funds and has overspent for the last few years. The precept has also not been raised for several years. * A 5% precept increase is only £300 per year. * 10% or £710 annually is really the minimum needed to make a difference, this equates to £1.50 per household.   **ACTION:** Clerk to add precept increase to the December agenda. Councillors to consider whether they are in favour of a 5 or 10% increase meanwhile, or to bring any other suggestions for consideration to the December meeting. | | **EM** |
| **10**  **49.17/18** | **Two Rivers Housing** | | * Two Rivers have been working on securing the fence on the proposed play area site. * The drain cover outside of 45 Garlands Road remains broken. * The general condition of the pavements and footpaths around Garlands Road remains poor. * The road surfacing outside of the garages needs attention. * Residents are fed up with paying service charges but not receiving maintenance.   **ACTION:** Councillor Chidley to raise these issues at the meeting she has with Two Rivers this Friday. She will e-mail details of Two Rivers response to the Clerk. Clerk to draft letter and ask Councillors to authorise as needed. | | **LC/**  **EM** |
| **11**  **50.17/18** | **Correspondence for Information** | | * The annual rough sleepers survey has been received: Clerk to reply and confirm no rough sleepers in Alvington. * Forest Tourism Presentation, 22nd Nov at 6pm, unfortunately no Councillors can attend. * Love Your Forest evaluation meeting, 2-4pm, 8th Nov, Coleford: LC will attend.   **ACTION:** Clerk to reply on behalf of Cllr Chidley and confirm her attendance. | | **EM** |
| **12**  **51.17/18** | **Clerks Report** | | * The Clerks report for October-November was attached to the agenda for this meeting. There were no questions. * Clerks Resignation: The post to be advertised on a flyer in the newsletter, on the village noticeboard, on the Parish Website, the GAPTC website and a small advert in The Forester. Applications to be received by 30th November, which should allow time to interview and appoint a new Clerk from 1st January 2018. * Of note the Clerk for Aylburton, Dave Crabbe, has expressed an interest.   **ACTION:** Clerk to draft adverts and organise advertising of the post ASAP. | | **EM** |
| **13**  **52.17/18** | **Councillors Reports** | | Cllr Haslam would like to note that Chris Shill has continued to chase Amey regarding clearing of the footpath at Swan Hill which has not happened as planned. Chris has now arranged a meeting with Amey for 9.11.17. Cllr Haslam will be attending the A48 meeting at Lydney Council Chambers on 15.1.17.  Cllr. Chidley will be attending a meeting with Two Rivers this Friday 3rd November.  No reports from Councillors Heys or Collier. | |  |
| **14**  **53.17/18** | **Public Forum** | | * A village defibrillator: Bonnie is happy to organise a defibrillator as a personal project with Parish Council backing. This has been discussed many times before, Cllr Elliott had made an application for funding and done a fair bit of research.   **ACTION:** Clerk to contact Dan Elliott and ask him to pass on information obtained so far. All agree a great asset if Bonnie can give her time to pursuing a defibrillator for the village. | | **EM** |
| **15.**  **54.17/18** | **Date of next meeting** | | The next Parish Council Meeting will be 7.30pm Wednesday 6th December 2017. | |  |

Signed:.......................................Chairman. Date:..............................