**ALVINGTON PARISH COUNCIL**

**Minutes of the meeting held on Wednesday 4th October 2017**

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| PRESENT:  ATTENDING: | | Cllr. Dan Elliott  Cllr. Alan Haslam  Cllr. Gary Collier  Alec Davis  Margaret Harris  Gemma Bates  Kayleigh Guest  Jen Bates  Richard Heys  Tom Lockyear  P. Brown | | Emma Money (Clerk)  Lisa Chidley  Gale Thompson  Keith Albon  Nick Powell  Paul Smooker  Ali Taylor  P. Freeman  Joy Freeman | |
|  | **Item** | | **Notes** | | **Action** |
| **1**  **24.17/18** | **Apologies for absence** | | There were no apologies for absence. Penny Mail from Two Rivers was introduced, she will answer questions in a short session that will be noted separately and attached to these minutes. | |  |
| **2**  **25.17/18** | **Declarations of interest** | | There were no declarations of interest made. | |  |
| **3**  **26.17/18** | **Minutes of the meetings on July12th 2017 and September 6th 2017** | | The minutes were agreed as a true record and signed accordingly. | |  |
| **4 27.17/18** | **Meeting Adjourned** | | **For Two Rivers Discussion** | |  |
| **5**  **28.17/18** | **Councillor Vacancies and Resignation** | | Vice-Chairman Councillor Elliott resigns this evening, there are two current vacancies, so there will then be 3 in total, without new Councillors the Council will not be Quorate.  Any interested parties were asked to make themselves known.  Lisa Childley and Richard Heys came forward.  Nobody else responded or had previously made their interest known to the Clerk.  Both candidates introduced themselves and were unanimously co-opted onto the Parish Council by Cllrs Haslam, Collier and Elliott.  One vacancy, which will now be advertised remains. **ACTION:** Clerk to contact District Council and update website regarding new councillors and arrange notice of Casual Vacancy. | | **EM** |
| **6. 29.17/18** | **Planning** | | P1241/17/FUL: Orchard Barn, Swan Hill: Agreed Objections: Access is via a track off a blind bend on the A48 opposite The Swan. Flood risk to access track is substantial. **ACTION:** Clerk to outline objections in a letter for all to view and agree before the deadline of 16/10/17.  P1540/17/TPO: Crown Thinning, 10 Clanna Country Park: no objections.  P1467/17/LBC: Severn Lodge, Church Lane: no objections.  P1568/17/TCA: Walnut Tree Cottage: this is an amendment, no issues in principle, however Cllr Collier could not view via the link today. **ACTION:** Clerk to re-circulate link to all Councillors, any objections to be raised/discussed via e-mail ASAP.  P1033/17/FUL: Land at Cone Brook: objections: access off the A48 is dangerous, environmental concerns. **ACTION:** Clerk to draft letter and forward to all to agree before deadline of 18.10.17. Also Clerk to forward details of application to new Councillors. | | **EM**  **EM**  **EM** |
| **7**  **30.17/18** | **Playing Field** | | The play equipment: Councillor Haslam read to all the reply to our letter from ROSPA dated 20/9/17.  Concern that NI Climbing Frames website states they are ROSPA approved and equipment is up to EN1176 safety standard.  Play equipment was clearly unsafe to use.  Comments from all were invited to determine the next move of the Parish Council in this matter.  **ACTION:** Clerk to write to Glos.CC legal department in first instance to outline case and request further advice.  .  The Gangmower: Has broken down, bolts having sheared off the bottom of the gear box. There is £300 allowed in the Parish budget this year for a service in the spring time.  Nick Powell is able to get a repair and service done at cost price. Parish Council approve this, provided the cost does not exceed £300. | | **EM**  **NP** |
| **8**  **31.17/18** | **Telephone Kiosk** | | Chris Shill has obtained quotes for replacement windows to complete kiosk and make water tight. One quote for plastic (£119) the other for glass (£207).  Councillors unanimously agree that glass looks better and will last longer, despite extra expense. **ACTION:** Clerk to contact Chris and instruct him to order materials and arrange for bill to be sent to Clerk as before: NOT to exceed quote of £207. | | **EM** |
| **9**  **32.17/18** | **Neighbourhood Development Plan** | | The Steering Group is short of volunteers, currently only 4 active members.  Great response so far, from over 90+% of businesses in Alvington.  Next step is to get Kirkwells to write a draft plan.  The group have produced a budget to include costs from now until end March 2018, for which a grant application needs to be made.  Amount of grant: £4,154.  Parish Council discuss and approve application.  **ACTION:** Clerk to complete application and send ASAP, as any grant obtained must be spent by end March 2018. | | **EM** |
| **10**  **33.17/18** | **Finance** | | The following invoices were approved for payment:  Retrospectively for August 2017:  £251.51 Emma Money Salary & Expenses, £106.75 Phone Kiosk parts, £24 Centigen A48 verge cutting, £7.25 paint for phone kiosk, £27.12 Merlin Waste.  Retrospectively for September 2017: £386.04 Emma Money Salary & Expenses (including tax rebate), £444 Richard Morgan 2 months churchyard grass, £199.78 Glebe Contractors 2 months playing field grass, £27.12 Merlin Waste, £99.14 Alec Davis NDP expenses, £35.48 Verlie Eagles NDP expenses.  For October 2017: £262.19 Emma Money Salary & Expense, £15 Whitehouse Press 400 leaflets, £99.89 Glebe Contractors playing field grass, £24 Centigen A48 verges, £27.12 Merlin Waste, £22.20 PATA (UK) payroll services.  Financial Report for the second quarter: checked against statements and signed by Cllr. Haslam. **ACTION:** Clerk to forward a copy with a copy of this years Parish budget to Cllrs Hey and Childley for their records.  HMRC payments are changing: the Clerk reported that after some research, it will be possible to pay by posting a cheque, details in the Parish records. The current facility to pay at the Post Office ends in December 2017. No further action required, the Parish is currently in credit, so no payments due. | | **EM** |
| **11**  **34.17/18** | **Correspondence for Information** | | The Clerk has received a poster from Gloucestershire County Council advertising Fostering to be added to the noticeboard. | |  |
| **12**  **35.17/18** | **Clerks Report** | | The Clerks report for July-October was attached to the agenda for this meeting. There were no questions. | |  |
| **13**  **36.17/18** | **Councillors Reports** | | No report from Cllr Collier, who apologised for his recent lack of availability which will unfortunately be ongoing.  Cllr Elliott resigns this evening: he has begun organising standardising e-mails and has defibrillator application information: anything which will be useful/needs to be finished he will forward to the Clerk.  Cllr Haslam would like to note that thanks to help from Chris Shill there is now an October date set for clearing the pathway at Swan Hill, this was first requested in July. He would also like to express thanks to Cllr Elliott for his services to the Parish Council over the past year.  No reports from new Councillors Hey and Chidley as they were only Co-opted this evening. | |  |
| **14**  **37.17/18** | **Public Forum** | | Church Lane: had white circles marked from the church down on the road, but according to Highways no resurfacing is scheduled.  Outside no 45 Garlands Road is a broken drain lid, this has reportedly been broken for 21/2 years. **ACTION:** Note this as an agenda item for November meeting.  Discussion about state of the footpaths around Garlands Road: uneven surfaces, overgrowing brambles, etc: suggest letters sent to Two Rivers Housing and GCC Legal Department specifying problems and attaching these minutes. **ACTION:** To be an agenda item in November, to gather evidence to draft letter. | |  |
| **15.**  **38.17/18** | **Date of next meeting** | | The next Parish Council Meeting will be 7.30pm Wednesday 1st November 2017. | |  |

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