

**ALVINGTON PARISH COUNCIL**  
**Minutes of the meeting held on Wednesday 6<sup>th</sup> July 2016**

PRESENT: Cllr. Gary Collier Cllr. Ann Thomas  
 Cllr. Beveley Collier Cllr. Dan Price  
 Cllr. Paul Smooker Andrew Maliphant (Clerk)

ATTENDING: Gillian Morse-Evans Verlie Eagles  
 Viv Harris Alec Davis

	<b>Item</b>	<b>Notes</b>	<b>Action</b>
<b>1</b>	<b>Apologies for absence</b>	Apologies were received from District Cllr. Frankie Evans and County Councillor Patrick Molyneux	
<b>2</b>	<b>Declarations of interest</b>	None	
<b>3</b>	<b>Minutes of the meeting on June 1st</b>	The minutes were agreed as a true record and signed accordingly	
<b>4</b>	<b>Planning</b>	There was nothing new to report on outstanding planning matters.  GC announced the first public event around the neighbourhood development plan would take place on Sunday 9 <sup>th</sup> October in the village hall from 10 am to 5 pm, to report on the work done so far. More volunteers were needed to complete the summary description of the parish, and there was also the need for a wildlife survey. The steering group were awaiting quotes on publicity, and the plan would need to link with estates and plans adjoining the parish boundary.	
<b>5</b>	<b>Highways</b>	The clerk presented the traffic monitoring report from County Highways, which showed an average of 10,232 vehicles a day using the A48 (in both directions), and 955 a day for Clanna Road.	
<b>6</b>	<b>Playing Field</b>	GC reported that two portaloos had been bought as a temporary measure for use and maintenance by sports clubs, thanks to the money raised by the dog training club. For the present, these could be used in the rearmost	

		<p>container, which had a wall with a glass door for light, and curtains, a drop latch and an engaged sign would be installed.</p> <p>He had spoken to two manufacturers about stand-alone facilities, and had been told that units measuring 12 ft. by 9 ft. would cost from £5,000 second-hand. This might be an alternative medium-term solution instead of converting one of the containers to a toilet block – a long-term solution could be a new pavilion, but that would be a major project.</p> <p>A District Council building control officer had met parish councillors on site, and was happy with site proposals based on a septic tank and run-away soakaway – none of the soakaways used in the past could be used again.</p> <p>The storage container and the first changing room container had rust issues on their roofs, and a report with recommendations was due from a local contractor. The previous week several locks on the containers had been broken, and a report was due on that matter also.</p> <p>Key management had also got a little out of hand, with keys being passed to clubs who had not signed an agreement with the parish council. After discussion it was agreed that all club agreements would include a requirement that each official user of the playing field must nominate a key holder [and reserve] who would be held responsible for the keys' safe and secure use, and that no user should pass on the key(s) to anyone other than a member of the parish council, unless it is an emergency. A revised model contract was agreed accordingly, and the clerk asked to advise all clubs of the changes.</p>	<p><b>AM</b></p>
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		<p>GC suggested that electric power should be linked to the storage container and the rear changing room, with only one meter (to take prepaid cards) and one point of connection. It was agreed to contact Western Power Distribution to get a quote for effectively one domestic connection.</p> <p>PS reported that some modifications were due following the post-installation inspection, but the new play equipment had been installed by a contractor as it had proved unsafe to use volunteers as originally intended, and it was agreed to use the balance of the Active Together grant to pay for this. One resident had commented that the new equipment had brought life back to the village. It was noted that the first step on the adjacent trim trail was broken, and it was agreed to cut it off.</p>	<p><b>AM</b></p> <p><b>PS</b></p>
7	<b>Finance</b>	<p>The circulated first quarter report was received with thanks, and signed off by PS as vice chairman accordingly.</p> <p>The clerk reported that the previously agreed payment of £1,420 to Alvington &amp; Woolaston Cricket Club had been duly made, which was approved.</p> <p>The following invoices were approved for payment:</p> <p>£100.00 Paul Smooker, Vice Chairman's Allowance  £100.00 Gary Collier, Chairman's Allowance  £222.00 Richard Morgan, churchyard maintenance  £24.00 Centigen, A48 grass cutting  £160.00 Gary Collier, playing field facilities  £350.72 Community First Trading, parish insurance  £198.05 Andrew Maliphant, salary  £22.50 PATA (UK), payroll costs  £27.00 HMRC, PAYE</p>	

		<p>£195.00 Alvington Memorial Hall, room hire</p> <p>£54.87 Paul Smoker, playing field maintenance costs</p> <p>The clerk presented a request from Forest Sensory Services for a grant to support their services for the visually impaired and hard of hearing, and it was agreed to make a grant of £50.</p>	
<b>8</b>	<b>Correspondence for Information</b>	<p>The clerk reported a number of items of correspondence including:</p> <ul style="list-style-type: none"> <li>• County Highways would be carrying out work to improve the entrance to Clanna Park</li> <li>• County Highways would also pay 4p per square metre for two cuts of the A48 grass verge</li> <li>• The new Local Transport Plan had been formally adopted</li> <li>• The GAPTC AGM would take place on July 16<sup>th</sup></li> <li>• The GPFA AGM would take place on September 16<sup>th</sup></li> </ul>	
<b>9</b>	<b>Clerk's Report</b>	The clerk reported that all actions from the previous meeting had been completed.	
<b>10</b>	<b>Councillor's reports and items for future agenda</b>	None	
<b>11</b>	<b>Public Forum</b>	There was no public forum discussion.	
<b>12</b>	<b>Date of next meeting</b>	The next parish council meeting will be in the village hall on Wednesday 7 <sup>th</sup> September from 7.30 pm	

Signed:.....Chairman.

Date:.....