

ALVINGTON PARISH COUNCIL
Minutes of the meeting held on Wednesday 6th June 2018, 7.30pm

PRESENT: Cllr. Alan Haslam (Chairman)
 Cllr. Richard Heys (Vice-Chairman)
 Cllr. Lisa Chidley
 Cllr. Gail Thompson
 Cllr. Chris Miles

ATTENDING
 7 members of the public,
 including: Meg Humphries (Clerk) Viv Harris
 John Wood Chris Shill
 Tom Lockyer Alec Davis
 Kayleigh Guest

No/Ref	Item/Notes	Action
1. 35.18/19	To receive apologies for absence None.	
2. 36.18/19	To note declarations of interest None.	
3. 37.18/19	To approve the accuracy of the minutes of the Annual Council Meeting on 02/05/18 Approved.	
4. 38.18/19	Public forum <ul style="list-style-type: none"> • A parishioner queried the reason behind the siting of the planned pavilion, to which Cllr Heys clarified the decision process and likely next steps (e.g. establishing supply of utilities). Parishioner then queried why the Playing Field was no longer referred to as the 'Football Field', to which Cllr Heys responded that historically it was designated for recreation and no single sport. • A parishioner expressed an interest in meeting with Brian Watkins (GCC Highways) about highways issues in the village. Cllr Haslam reported that he had found Highways to be quite responsive to such requests. • A parishioner brought up the issue of speeding on Garlands Road, a motorcycle in particular. Cllr Haslam reiterated the response of the police, which advised individuals, upon seeing an incident, to phone 101 to report it, at which point it would be logged as an incident and then the police could investigate. • A parishioner thanked the council for helping to get the verges along A48 cut back last week, but stated that Church Lane and Knapp Lane were now both very overgrown and scratching wider vehicles. <u>ACTION:</u> Clerk to contact Highways to make them aware and request action.	MH
5. 39.18/19	Planning <ol style="list-style-type: none"> a) To agree any comments regarding P0652/18/FUL: Beanhill Farm, Beanhill, Alvington: Conversion and alterations to garage/outbuilding to create a 3 bed holiday let. It was agreed that no objections were to be raised, or comments to be forwarded. b) To consider any other new planning applications and agree any objections and comments. None. 	

	<p>c) To receive any progress reports on local planning matters. Cllr. Haslam reported that the application for holiday lodges behind Swan Tea Rooms had been refused, and that as a result of the application the trees in the area had been given Tree Preservation Orders and that some of the land was now classed as ancient woodland.</p>	
<p>6. 40.18/19</p>	<p>Village</p> <p>a) To receive an update on the defibrillator installation project and to consider procurement arrangements for the unit. A villager has confirmed that she plans to carry out the skydive to raise funds. ACTION: Clerk to prepare and circulate grant application form.</p> <p>b) To receive an update on electrical repair works to the telephone kiosk. Cllr Haslam is progressing the matter.</p> <p>c) To receive an update on Garlands Road speeding concerns. Clerk wrote to police team, who advised that anyone witnessing speeding could phone 101 to report it. An incident would be created and the police would then look into it.</p>	<p>MH</p>
<p>7. 41.18/19</p>	<p>Playing Field</p> <p>a) To receive an update on agreed actions following the annual play equipment inspection report from 16/4/18. Cllr Heys reported that the goalposts had now been repaired and that the supplier of the trim trail had supplied some new bolt covers for free. It was agreed to replace the degraded wood with similar product, with a rubber strip for better grip.</p> <p>b) To consider replacing or repairing the Playing Field fence where in poor condition. It was agreed that the Playing Field Committee would discuss the matter at their next meeting. ACTION: Cllr Heys to add the subject to committee agenda.</p> <p>c) To receive an update on the condition of the gangmower.</p> <p>d) Arising: Pavilion update Cllr Heys reported that the architect was due to deliver the Pavilion plans on Friday 8/6/18</p>	<p>RH</p>
<p>8. 42.18/19</p>	<p>St Andrews Churchyard</p> <p>St Andrews Churchyard grass-cutting contract 2018: To review tenders received and award the contract. Three tenders were received, and the contract was awarded to A M Services. ACTION: Clerk to notify all bidders and set up contract with A M Services.</p>	<p>MH</p>
<p>9. 43.18/19</p>	<p>Highways</p> <p>a) To receive an update on work to mitigate surface water flooding in the village. Cllr Haslam reported that Brian Watkins continued to investigate several solutions to divert run-off from fields: a bund at the bottom of the field; cross-ploughing at the bottom of the field; A raised kerb on the pavement at the bottom of the field.</p> <p>b) To receive an update on installation of signage in the village. Cllr Haslam reported that final prices were expected from Brian Watkins shortly.</p>	

	<p>c) To receive an update on cutting of overgrowth on the pavement leading to and from Woolaston. This was carried out last week and pedestrian access in and out of both sides of the village has been much improved. Cllr Haslam thanked Chris Shill for his role in facilitating the work.</p>																									
10. 44.18/19	<p>NDP a) To receive an update on the progress of Alvington NDP The NDP is progressing well, and the Summer 2018 newsletter has been distributed. An impressive 50% response rate was achieved from the Clanna Park residents' survey. An NDP / Pavilion open day is scheduled for September 2018.</p>																									
11. 45.18/19	<p>Finance a) To approve payment of invoices and expenses from the past month The following payments were approved and cheques signed:</p> <table border="1"> <thead> <tr> <th>TO WHOM</th> <th>DETAILS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Meg Humphries</td> <td>Salary – May 2018</td> <td>277.56</td> </tr> <tr> <td>Meg Humphries</td> <td>Expenses – May 2018</td> <td>19.80</td> </tr> <tr> <td>Merlin Waste</td> <td>Dog Waste Collection – May 2018</td> <td>22.84</td> </tr> <tr> <td>GAPTC</td> <td>Clerks 2 training course 17.5.18</td> <td>35.00</td> </tr> <tr> <td>Richard Heys</td> <td>Reimbursement for gravel (churchyard gateway)</td> <td>17.78</td> </tr> <tr> <td>PATA</td> <td>Payroll charges – unpaid from December 2017</td> <td>22.50</td> </tr> <tr> <td>A M Services</td> <td>Churchyard grass cutting – two cuts in May 2018</td> <td>300</td> </tr> </tbody> </table> <p>b) Annual Return 2017/18: To officially confirm council's exemption from external audit. It was agreed that the council was exempt from external audit. It was agreed to retain the existing audit arrangements, with a further check in place from an individual with relevant experience. ACTION: Clerk to progress.</p> <p>c) To approve a training booking for Cllr Miles and Cllr Thompson (Being a Better Councillor) 14/11/18 at Highnam Community Centre, £95 each. Approved. ACTION: Clerk to progress.</p> <p>d) To approve haulage costs of up to £250 for return of play equipment. Approved. ACTION: Clerk to progress.</p> <p>e) To approve the one-off cost of £35 for council email addresses being set up. Approved. ACTION: Clerk to progress.</p> <p>f) Arising: To approve insurance arrangements for July 2018 for 12 months. The documents had been circulated to councillors in advance, and the premium of £266.91 (c. £90 cheaper than last year) [N.B. this figure was misquoted in error and is in fact £358.72 which will need approval at the July meeting.] was agreed as reasonable. ACTION: Clerk to confirm with insurance provider.</p>	TO WHOM	DETAILS	AMOUNT	Meg Humphries	Salary – May 2018	277.56	Meg Humphries	Expenses – May 2018	19.80	Merlin Waste	Dog Waste Collection – May 2018	22.84	GAPTC	Clerks 2 training course 17.5.18	35.00	Richard Heys	Reimbursement for gravel (churchyard gateway)	17.78	PATA	Payroll charges – unpaid from December 2017	22.50	A M Services	Churchyard grass cutting – two cuts in May 2018	300	<p>MH</p> <p>MH</p> <p>MH</p> <p>MH</p> <p>MH</p>
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12. 46.18/19	<p>Correspondence for information <i>[Circulated to councillors throughout the month and listed in ‘Correspondence for information’ document.]</i></p>																									

	<ul style="list-style-type: none"> It was noted that there had been meetings considering the provision of youth services across the district. It was agreed that the council would keep a watching brief with the possibility of considering contribution of some kind in the future. 	
13. 47.18/19	Clerk's Report To accept the Clerk's Report Accepted.	
14. 48.18/19	Councillors' reports and items for future agenda Cllr Thompson and Cllr Haslam will be going through the financial regulations alongside the Standing Orders to ensure they match up. Cllr Chidley had received a final draft lease from Two Rivers, which had raised a few further queries from the council via email. Two Rivers will be resending an amended draft shortly. It was agreed that the council would consult a solicitor about the lease to ensure soundness. ACTION: Clerk to obtain three quotations from solicitors recommended by GAPTC. Cllr Haslam reported on: <ul style="list-style-type: none"> a) The latest A48 meeting: <ul style="list-style-type: none"> • The question of average-speed cameras had been asked. While feasible, the cost of such a setup would be c. £150,000. • The police now have three extra speed-check vehicles in their fleet and that Swan Hill was one of their 'hotspots'. • Cllr Haslam enquired about extending the 30 mph limit up to the school but was advised that it did not meet the criteria for doing so. • The Gloucestershire Road Safety Partnership has now become the Gloucestershire Road Safety Team. The A48 meeting requires an administrator (voluntary role). b) Oldbury reactor: now approved. Clerk now has a copy of the report which can be loaned out to any councillor or parishioner who would like to see it. 	MH
15. 49.18/19	Date of next meeting The next Parish Council Meeting is on Wednesday 4 th July 7.30pm in the Memorial Hall.	

Meeting closed: 9.15 pm

Signed:.....Chairman.

Date:.....