

**ALVINGTON PARISH COUNCIL**  
**Minutes of the meeting held on Wednesday 5<sup>th</sup> September 2018, 7.30pm**

PRESENT: Cllr. Alan Haslam (Chairman)  
 Cllr. Lisa Chidley  
 Cllr. Gail Thompson  
 Cllr. Chris Miles

ATTENDING Meg Humphries (Clerk)  
 5 members of the public

No/Ref	Item/Notes	Action
1. 65.18/19	<b>To receive apologies for absence</b> Cllr. Richard Heys sent his apologies, which were accepted.	
2. 66.18/19	<b>To note declarations of interest</b> None.	
3. 67.18/19	<b>To approve the accuracy of the minutes of the Full Council Meeting on 04/07/18</b> Approved and signed by Cllr Haslam.	
4. 68.18/19	<b>Public forum</b> <ul style="list-style-type: none"> <li>• Vehicles parked outside post box now making it difficult to access. Noted.</li> <li>• Hedges on Clanna Lane – discussion and clarification of who is responsible.</li> <li>• Two struts on Trim Trail broken <b><u>ACTION</u></b>: Cllr Haslam to seek repair.</li> <li>• Anti-social behaviour witnessed in playing field – drug use, litter and bonfire. Noted.</li> <li>• Inappropriate signage in village – discussion.</li> <li>• Neglected meadow complaint from parishioner via Cllr Chidley. <b><u>ACTION</u></b>: Cllr Chidley to discuss with Two Rivers and report back, and Clerk to write a letter of acknowledgement to parishioner.</li> </ul>	<p>AH</p> <p>LC</p>
5. 69.18/19	<b>Planning</b> <ul style="list-style-type: none"> <li>a) <b>To consider consultee response on P1176/18/FUL</b>: No objections raised.</li> <li>b) <b>To consider consultee response on P1279/18/TPO</b>: No objections raised.</li> <li>c) <b>To consider any other new planning applications and agree any objections and comments.</b> Cllr Haslam reported that permission had been granted for erection of a building in the grounds of Ordnance Cottage (P0087/17/FUL)</li> <li>d) <b>To receive any progress reports on local planning matters.</b> None.</li> </ul>	
6. 70.18/19	<b>Village</b> <ul style="list-style-type: none"> <li>a) <b>To receive an update on the defibrillator installation project.</b> Council is satisfied with the quotation given by Cardiac Science. <b><u>ACTION</u></b>: Clerk to progress the order of the unit.</li> <li>b) <b>To receive an update on electrical repair works to the telephone kiosk.</b> Cllr. Haslam reported that these had now been repaired.</li> </ul>	MH

	<p>c) <b>To receive an update on new play area project and agree next steps.</b> Cllr. Haslam signed two copies of the lease.</p>	
<p>7. 71.18/19</p>	<p><b>Playing Field</b></p> <p>a) <b>To receive an update on the plans for the pavilion.</b> Cllr. Haslam tabled the preferred plans for the pavilion's design. It is single-storey and multi-function and will be consulted upon at the Open Day on Sunday 9<sup>th</sup> September. A further grant has been applied for to fund further drawings.</p> <p>b) <b>To note a termination of playing field hire contract.</b> Ali Taylor has terminated her playing field hire contract – payment of final cheque and return of keys noted.</p> <p>c) <b>To receive an update on potential hire by Lydney under-10s.</b> Captain wishes to book first match on 15/09/18. <b>ACTION:</b> Clerk to contact captain of team to set up a hire agreement.</p> <p>d) <b>To receive any progress reports on other Playing Field matters.</b> Haulage firm still not found for transporting faulty play equipment to NI. <b>ACTION:</b> Clerk to send dimensions and weight of equipment to Cllr. Miles for possible lead. Clerk still looking into dog fouling byelaws options.</p>	<p>MH</p> <p>MH</p>
<p>8. 72.18/19</p>	<p><b>Churchyard:</b> <b>To consider funding materials (approx. £25?) for kissing gate repaint (to be carried out by a villager).</b> Agreed. <b>ACTION:</b> Cllr. Haslam to confirm with parishioner volunteer.</p>	<p>AH</p>
<p>9. 73.18/19</p>	<p><b>Highways</b> <b>To receive an update on the installation of new signage.</b> Brian Watkins has advised the council that the order has been placed; signs not delivered yet.</p>	
<p>10. 74.18/19</p>	<p><b>NDP: To receive an update on the progress of Alvington NDP.</b> Cllr Haslam reported that plans were progressing well for the Open Day on Sunday 9<sup>th</sup> September, the aim of which is for parishioners to comment on the draft plan. One key issue is that of flooding, especially in the face of new development.</p>	
<p>11. 75.18/19</p>	<p><b>Finance</b></p> <p>a) <b>To approve payment of invoices and expenses from the past month.</b></p> <p>The following payments were approved and cheques signed by Cllrs. Thompson and Chidley:</p>	

	TO WHOM	DETAILS	AMOUNT	
	Severn Trent Water	Copies of sewerage and water maps for specific areas of the village	72.00	
	Meg Humphries	Salary – August 2018	262.01	
	Meg Humphries	Expenses – August 2018	6.96	
	Merlin	Dog waste bins August 2018	30.00	
	A M Services	Churchyard grass cutting – two cuts in August 2018	300.00	
	Centigen	A48 verge brushcutting Aug 2018	30.00	
	Miss V Stinchcombe	A5 Flyers for NDP open day	63.00	
	Whitehouse Press	Late Summer Newsletter Aug 2018	156.00	
	Alan Haslam	NDP Stationery and newsletter delivery	48.08	
	Alec Davies	NDP printer cartridges reimbursement	103.92	
	<p><b>b) To receive an update on signatories and online banking access for Clerk.</b> Cllr. Miles soon to be approved as signatory – awaiting confirmation from Lloyds. Cllrs. Chidley and Thompson signed form to add online banking access for Clerk.</p> <p><b>c) To consider the updated draft financial regulations and agree any further changes. ACTION:</b> Cllr. Thompson to carry out final checks ready for adoption in the near future.</p> <p><b>d) To approve the bank reconciliation for Q1 of 2018-19.</b> Approved and signed by Cllr. Haslam.</p> <p><b>e) To note the budget report to date for 2018-19.</b> Noted. Spending is as expected.</p>			GT
12. 76.18/19	<b>To note correspondence for information.</b> Noted.			
13. 77.18/19	<p><b>Clerk's Report</b></p> <p><b>a) To receive the Clerk's Report.</b> Received and noted.</p> <p><b>b) Data protection project: To agree a go-live date for new email addresses.</b> Significant issues accessing accounts via Outlook and on devices. <b>ACTION:</b> Clerk to contact Andy Raynor to resolve login issues experienced while testing accounts.</p> <p><b>c) To approve the amended Risk Management Schedule. Approved and the document was adopted. ACTION:</b> Clerk to finalise the document and make available online.</p>			MH  MH
14. 78.18/19	<b>Councillors' reports and items for future agendas</b> None.			
15. 79.18/19	<b>Date of next meeting</b> The next Parish Council Meeting is on Wednesday 3 <sup>rd</sup> October at 7.30pm in the Memorial Hall.			

Meeting closed: 9.20 pm

Signed:.....Chairman.

Date:.....