

ALVINGTON PARISH COUNCIL
Minutes of the meeting held on Wednesday 7th November 2018, 7.30pm

PRESENT: Cllr. Alan Haslam (Chairman)
 Cllr. Richard Heys (Vice-Chairman) *from item 4*
 Cllr. Lisa Chidley
 Cllr. Gail Thompson

ATTENDING: Cllr. Chris Miles

Meg Humphries (Clerk)
 Chris Shill
 Alec Davies
 Mrs V Harris
 Mr Bow
 Tom Lockyer
 John Wood

No/Ref	Item/Notes	Action
1. 94.18/19	None.	
2. 95.18/19	To note declarations of interest Cllr. Heys declared an interest regarding planning item 5a, as this relates to his home.	
3. 96.18/19	To approve the accuracy of the minutes of the Full Council Meeting on 03/10/18 Approved and signed by Cllr Heys.	
4. 97.18/19	Public forum a) Chris Shill: queried Lydney Harbour Festival date: none known yet. b) Chris Shill: Highways reported that Church Lane wrongly located sign will stay, with an additional one being installed shortly in the correct place. c) Chris Shill: requested permission to maintain church's lych gate; has already sought permission from church warden. It was agreed that clearance of moss could take place, and then a reassessment at this point as to what else was needed. d) Chris Shill: queried whether the village beacon would be lit on Sunday 11/11/18 as part of national plans; activity approved. e) Alec Davies: reported rubbish around the village in general and the Garlands Road garages in particular. Cllr. Haslam noted that there is frequent litter-picking activity in the village but that it accumulates again quickly; no further action at this time. f) Alec Davies queried any progress on Garlands Road resurfacing request: Cllr. Chidley reported that she had seen 2RH staff on site, and the plan is to resurface and to install a 'residents only' parking sign. g) Alec Davies requested another traffic survey in light of heavier traffic; Cllr. Haslam believed this to be due to temporary circumstances; no further action at this time. h) Alec Davies: Concerns about bonfires, especially ones burning toxic materials: to be covered in item 6a. i) Alec Davies: Derelict shop: Clerk reported that a planning application has been received by FoDDC but not yet circulated.	

	<ul style="list-style-type: none"> j) Alec Davies noted that fibre broadband had been installed in Woolaston but no plans for Alvington any time soon. k) Alec Davies queried any updates regarding Severn Trent and pipeworks relating to Memorial Hall – Alan Haslam reported none yet. l) Tom Lockyer: Reported that the grit barrel on Church Lane has been moved and is now full of weeds. ACTION: Cllr. Haslam to liaise with possible helpers to move bin and make it ready for this winter. 	AH
<p>5. 98.18/19</p>	<p>Planning</p> <ul style="list-style-type: none"> a) To note any consultation response to P1546/18/TCA 5 Duncastle Court Main Road Alvington Fell and replace x 1 Apple tree and cut back hedge to garden boundary. It was noted that there was no objection raised by the council to this application. b) To consider a consultation response to P0123/18/DISCON, Myrtle Cottage, Court Lane, Alvington, Lydney, Discharge of condition 04 (rooflight details) of planning permission P0926/18/FUL. No objections to be raised. c) To consider any other new planning applications and agree any objections and comments. <ul style="list-style-type: none"> i) P1600/18/FUL: Land Adjoining The Knapp, Knapp Lane, Alvington, Gloucestershire: Erection of a detached dwelling, double garage and store with associated works. No objections to be raised. ii) P1632/18/TPO: 39 Clanna Country Park, Clanna, Alvington, Lydney: Removal of branches from x 1 Sycamore tree covered by W1 of TPO195 as shown in the submitted imagery. No objections to be raised. d) To receive any progress reports on local planning matters. Derelict village shop: upcoming application, not yet received by the parish council. 	
<p>6. 99.18/19</p>	<p>Village</p> <ul style="list-style-type: none"> a) To note villager complaints about noise and smoke nuisances and to consider any actions. <ul style="list-style-type: none"> i) Burning of household waste at residential addresses – recently witnessed by several villagers, raising concerns regarding air and soil pollution. ACTION: Clerk to contact Environment Agency to report the issue and request follow-up, copying in FoDDC. ii) Two complaints of noise from motocross events. It was agreed that these complaints would be logged by the parish council and that complainants would be advised to report direct to FoDDC and to approach the landowner. Concern over planning issue of major earthworks also raised. ACTION: Clerk to write to complainants to this effect and to query with Planning at FoDDC the need for permissions re major earthworks. ii) Anti-social behaviour in Sports Field car park: several verbal reports of this were received by the council in the past month, in addition to previous concerns raised. Cllr. Heys applied for funding from Police and Crime Commissioner for security measures but was declined. ACTION: Cllr. Heys will seek alternative funding for a gate or similar measure. b) To receive an update on the defibrillator installation project. Clerk reported that there was one quotation yet to be received but that the other two were looking favourable. It was agreed that the defibrillator 	<p style="text-align: center; vertical-align: middle;">MH</p> <p style="text-align: center; vertical-align: middle;">MH</p> <p style="text-align: center; vertical-align: middle;">RH</p>

	<p>invoice would be placed in dispute and the spare battery would be returned due to miscommunication on guarantee, and until the wording 'setup' could be clarified. ACTION: Clerk to contact supplier on these two matters.</p> <p>c) To receive an update on new play area project and agree next steps. Cllr Chidley will be meeting 2RH officer Penny Mail on 12/11/18 to discuss funding and to progress the project. Cllr. Haslam has now signed the licenses. ACTION: Clerk to send licenses to 2RH for signing.</p>	MH
7. 100.18/19	<p>Sports Field</p> <p>a) To receive an update on the plans for the pavilion and feedback from Gloucestershire funding fair. Cllr. Heys reported that the event outcome had been positive, with strong interest from Gloucestershire Cricket and Barnwood Trust. National Lottery recommended applying from a smaller pot than the Big Lottery Fund.</p> <p>b) To note the finalised pavilion plans and to sign off on them officially. Cllr. Heys reported that the architect had responded to feedback and made some adjustments, which included moving the building closer to the car park, which was also to be reshaped, the result being a neater alignment of sports field features. The council fully approved the plans.</p> <p>c) To approve commencement of detailed plans and surveys for the pavilion project. The next step of the pavilion project is for the architect to draw full plans for a planning application. The council full approved proposed progression to planning application.</p> <p>d) To approve Playing Fields Committee to commence planning for a community event summer 2019 for pavilion fundraising. The Sports Field committee proposed a Sunday cricket game, a friendly against another local team – with other attractions TBC. The council fully approved this outline plan and the Sports Field committee to act as coordinators.</p> <p>e) To note the repair of the Trim Trail drum. Cllr. Heys reported that the Trim Trail had been fixed.</p> <p>f) To receive any reports on other Playing Field matters. None.</p>	MH
8. 101.18/19	<p>Churchyard:</p> <p>a) To receive an update on securing grass-cutting services for 2019 and beyond. Clerk reported that the tender briefing had been sent out to c.20 contractors and that two bids had been received already. Deadline is 29/11/18 with a view to awarding the contract at the December council meeting. ACTION: Clerk to circulate bids to councillors prior to meeting.</p> <p>b) To receive an update on tree management in the churchyard. Cllr. Heys passed the completed planning application form to Clerk for submission. ACTION: Clerk to submit form to FoDDC.</p> <p>c) To receive any reports on other Churchyard matters. None.</p>	MH
9. 102.18/19	<p>Highways</p> <p>a) To receive an update on the installation of new signage ACTION: Clerk had chased Highways but no response so will chase again. ACTION: Clerk to contact Highways to request an update.</p>	MH
10. 103.18/19	<p>NDP:</p> <p>a) To receive an update on the progress of Alvington NDP.</p>	

	<p>Cllr. Haslam reported that the many useful comments received at the September open day had now been incorporated where appropriate into the document and that the plan would be signed off as the Reg 14 consultation document at the NDP meeting on 12/11/18. The projected expenditure has decreased somewhat due to a decision not to pay Kirkwells for any extra work owing to poor quality of first phase of services. FoDDC's consultation comments had been positive and useful.</p>																												
<p>11. 104.18/19</p>	<p>Finance</p> <p>a) To approve payment of invoices and expenses from the past month. The following payments were approved and cheques signed by Cllr. Thompson and Cllr. Miles:</p> <table border="1"> <thead> <tr> <th>CHQ No</th> <th>TO WHOM</th> <th>DETAILS</th> </tr> </thead> <tbody> <tr> <td>810</td> <td>Meg Humphries</td> <td>Salary – October 2018</td> </tr> <tr> <td>811</td> <td>Merlin</td> <td>Dog waste bins October 2018</td> </tr> <tr> <td>812</td> <td>Richard Heys</td> <td>Reimbursement: Timber for Trim Trail</td> </tr> <tr> <td>813</td> <td>A M Services</td> <td>Churchyard Grass-cutting, two cuts in October 2018</td> </tr> <tr> <td>814</td> <td><u>Centigen</u></td> <td>A48 verge cutting October 2018</td> </tr> <tr> <td>815</td> <td>GPFA</td> <td>Annual subscription renewal Nov 2018 – Nov 2019</td> </tr> <tr> <td>816</td> <td>CANCELLED</td> <td>CANCELLED</td> </tr> <tr> <td>817</td> <td>Verlie Eagles</td> <td>Reimbursement: NDP Open Day Refreshments Sept 2018</td> </tr> </tbody> </table> <p>N.B. CHQ 806 (Cardiac Science) has been written but not signed, pending actual invoice and resolution of installation query (See item 6b, above).</p> <p>b) To receive an update on signatories and online banking access for Clerk. Clerk's online banking access expected by end of year.</p> <p>c) To consider the initial draft budget for 2019-20. It was agreed to add the additional items to the budget: £120 for external audit in case needed; £380 to cover deficit from 2018-19; Election fees up to 10% increase overall (exact amount to be calculated and added by Clerk when amending document). ACTION: Clerk to amend budget and recirculate.</p> <p>At this point the Chairman proposed a meeting extension of 30 minutes in order to finish conducting council business, and the council agreed.</p> <p>d) To approve and sign off on Quarter 2 Bank Reconciliation. Cash Book matched bank statements; Cllr. Haslam inspected the bank statements and cash book statement and approved and signed the Q2 bank reconciliation.</p> <p>e) To consider the now proof-read Financial Regulations and adopt if no further changes needed. Further amendments had been identified. ACTION: Cllr. Thompson to amend and recirculate; Clerk to add to December agenda if ready by then.</p>	CHQ No	TO WHOM	DETAILS	810	Meg Humphries	Salary – October 2018	811	Merlin	Dog waste bins October 2018	812	Richard Heys	Reimbursement: Timber for Trim Trail	813	A M Services	Churchyard Grass-cutting, two cuts in October 2018	814	<u>Centigen</u>	A48 verge cutting October 2018	815	GPFA	Annual subscription renewal Nov 2018 – Nov 2019	816	CANCELLED	CANCELLED	817	Verlie Eagles	Reimbursement: NDP Open Day Refreshments Sept 2018	<p>MH</p> <p>GT/MH</p>
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<p>12. 105.18/19</p>	<p>To note correspondence for information. Noted; no actions resulting.</p>																												
<p>13. 106.18/19</p>	<p>Clerk's Report</p>																												

	<p>a) To receive the Clerk's Report. Received and noted. Cllr. Haslam noted that a few mentions of months were wrong.</p> <p>b) To receive an update on the email account setup and to agree a course of action following issues in accessing accounts. Deferred until December meeting to allow all councillors to try their account.</p>	
<p>14. 107.18/19</p>	<p>Councillors' reports and items for future agendas No additional items or reports; everything of note already covered above.</p>	
<p>15. 108.18/19</p>	<p>To note the date of the next Full Council meeting It was noted that the next Parish Council Meeting would be on Wednesday 5th December at 7.30pm in the Memorial Hall.</p>	

Meeting closed: 9.55 pm

Signed:.....Chairman.

Date:.....

DRAFT