

ALVINGTON PARISH COUNCIL
Minutes of the meeting held on Wednesday 5th December 2018, 7.30pm

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

ATTENDING: Meg Humphries (Clerk)
 Trevor H J Marchand
 John Heywood
 Chris McFarling (FoDDC)
 Chris Shill
 Alec Davis
 Tom Lockyer
 John Wood
 Keith Haylock

No/ Ref	Item/Notes	Action
1. 109. 18/19	To receive apologies for absence. Cllr Chidley sent her apologies; accepted.	
2. 110. 18/19	To note declarations of interest Cllr. Heys declared an interest regarding planning item 7b ref P0123/18/DISCON, as this relates to his home address.	
3. 111. 18/19	To approve the accuracy of the minutes of the Full Council Meeting on 07/11/18: Approved and signed by Cllr Haslam.	
4. 112. 18/19	To receive/note any reports county and district councillors for the parish None.	
5. 113. 18/19	<p>To receive a report from Chris McFarling, FoDDC Cabinet Member for Environment, on recent FoDDC initiatives including the Biosphere project.</p> <p>Due to the changing of the boundaries Cllr McFarling would be seeking re-election for the area of St Briavels and Alvington (Currently he is cllr for St Briavels and Newland.) Tonight he attended in his capacity as Cabinet Member for Environment and several related areas. A summary of Chris's report follows.</p> <ul style="list-style-type: none"> - Cllr McFarling has taken on the initial stages of a project to designate as much of the forest as possible as a biosphere. It's an international UNESCO designation and around 170 biospheres exist around the world, in around 112 countries. A close example is North Devon, which has many similarities with FoD. Others in the UK are the Fens, Brighton & Lewes, two or three in Scotland, and one in West Wales. - Biospheres do not interfere with planning, rather encourage it to look after the place in a sustainable way. It builds on the protective legislation already in place, e.g. SSSIs for horseshoe bats (of which FoD has 25% of the national population), SAC (Wye Valley Woodlands and Severn Estuary) - Encourages permaculture, e.g. the permaculture farm at Ruardean which looks after the soil so it doesn't get depleted. - Also encourages sustainable fishing (addressing dropping salmon levels in the area) and woodland management (21% FoD owned by Forestry Commission; 20% private-owned). - Communities need to be involved in the designation, and everybody is a stakeholder. - Stats indicate that the designation adds value to local products. 	

	<ul style="list-style-type: none"> - Can lead to funding, e.g. to trial new farming techniques. - For every £1 invested in North Devon, a return of £3.4. - Designation has increased tourism in North Devon. For FoD it could convert daytrippers into long stays, hence increasing tourism revenue significantly. - Cllr McFarling suggested visiting https://www.northdevonbiosphere.org.uk/ and https://www.thelivingcoast.org.uk/ for more information. - Cllr McFarling thanked the meeting for listening and welcomed any contact regarding his Cabinet Member focuses. - At present, Cllr McFarling and FoDDC are looking for how to fund this project. Proposals will be put to the new council later in 2019. The nomination process is two years. - Cllr Haslam thanked Cllr McFarling for attending and for delivering his interesting report. 	
<p>5. 114. 18/19</p>	<p>Public forum</p> <p>a) Chris Shill reported that the Church Lane sign had now been moved by Highways to the correct position. At this point Cllr Haslam interjected to thank Chris for all of his hard work to date on repairs and improvements in the village. Alec Davies thanked Chris for work on lych gates in particular.</p> <p>b) Tom Lockyer suggested that the holly trees in the churchyard are also removed, in addition to proposed tree works. Noted.</p> <p>c) Trevor Marchand asked if there had been any update about the pedestrian crossing listed as one of the conditions of the Clanna Road development of 1 dwellings; council not aware of any progress on this matter.</p>	
<p>7. 115. 18/19</p>	<p>Planning</p> <p>a) To note any consultation response to: P1632/18/TPO: 39 Clanna Country Park, Clanna: Removal of branches from x 1 Sycamore tree covered by W1 of TPO195 as shown in the submitted imagery. No comment submitted. Noted.</p> <p>b) To note any consultation response to P0123/18/DISCON: Myrtle Cottage, Court Lane: Discharge of condition 04 (rooflight details) of planning permission P0926/18/FUL. No comment submitted. Noted.</p> <p>c) To consider a consultation response to: P1772/18/APP Land Off Clanna Road: Approval of Reserved Matters for the development of 11 dwellings with new access created on to Clanna Road (appearance, landscaping, layout and scale) as per planning application P1494/15/OUT and allowed under appeal reference APP/P1615/W/16/3153161. ACTION: It was agreed that Clerk would write to object on the following grounds: surface water flooding, foul water flooding, ecology, the apparent failure to meet conditions, and housing needs.</p> <p>d)) To consider any consultation response to: P1809/18/TCA: St Andrews Church, Church Lane, Alvington: Works to trees at St Andrews Church to include reducing branches from x1 Pine tree to provide a clearance distance to the vestry roof of 4m, reducing the spread of x 1Yew tree by 33% and removing x1 dead tree. No comment to be submitted.</p> <p>e) To consider any consultation response to: P1644/18/FUL: Cross Stores, Main Road: Conversion of store and replacement of roof to provide residential apartment. No comment to be submitted.</p> <p>f) To consider any consultation response to: P0127/18/DISCON Flat 1, Walnut Tree Cottage, Main Road. Discharge of Conditions 04 (roofing and external materials), 05 (hard and soft landscaping), 06 (biodiversity enhancement scheme) and 08 (arboricultural method statement) from planning application P0002/18/FUL. ACTION: It was agreed that the Clerk would contact Planning department to reiterate concerns previously raised.</p> <p>g) To consider any consultation response to: P1840/18/FUL. Hillcroft, Knapp Ln. Erection of a single storey extension and conversion of</p>	<p>MH</p> <p>MH</p>

	<p>existing garage and store to provide additional bedroom and computer room with associated works. No comment to be submitted.</p> <p>h) To receive any progress reports on local planning matters. None.</p>	
<p>8. 116. 18/19</p>	<p>Village</p> <p>a) To receive an update on the defibrillator installation project: Clerk reported that BT had officially granted permission for installation and assurance that power will be supplied for 7 years; supply beyond this point would be very likely to continue but any handover to the council of responsibility would only occur after plenty of notice.</p> <p>b) To approve an electrician to install the defibrillator: Two quotations received, both from experienced electricians. Job awarded to ARH Electrical at a price of £185.</p> <p>c) To receive an update on new play area project: Cllr Haslam reported that Cllr Chidley would be forming a committee, featuring Penny Mail, community engagement officer for Two Rivers.</p> <p>d) To receive an update from the clerk on complaints on nuisance noise and smoke: Clerk reported that she had replied to both noise complaints to suggest individual action, that she had referred the concern over earthworks to planning enforcement and that she had referred apparently illegal waste disposal activities to Environment Agency and FoDDC environmental health department.</p>	
<p>9. 117. 18/19</p>	<p>Sports Field</p> <p>a) To receive an update on the pavilion project. Cllr Heys reported: the architect has provided the field committee with three quotes for topographic survey, which Cllr Heys had circulated prior to the meeting. The council agreed that the sourcing of three quotes by a building professional met procurement best practice and so decided to award the job to Monument Geomatics Ltd. for fee of £465, funded by phase 2 of the REACR funding. The architect also recommended hiring a quantity surveyor; ACTION: Cllr Heys to source quantity surveyor quotes to go before the council at the February meeting.</p> <p>b) To receive an update on planning for a community event summer 2019 for pavilion fundraising. Cllr Heys reported that the committee had been seeking new volunteers and invited anyone interested to approach the council.</p> <p>c) To receive any reports on other Playing Field matters. Cllr Heys summarised a report from the Lydney Under-10s who have made good use of the field through the autumn. Overall they had a very good season. It was agreed that funding for some junior goalposts would be added to the next phase of REACR funding.</p>	<p>RH</p>
<p>10. 118. 18/19</p>	<p>Churchyard:</p> <p>a) To award the contract for churchyard grasscutting 2019-21. Five quotes were received, and the contract was awarded to Richard Morgan, who had previously carried out the work in 2015-17. ACTION: Clerk to contact Richard and arrange for contract to be signed.</p> <p>b) To receive an update on tree management in the churchyard. Application for tree works pending decision from FoDDC Planning.</p> <p>c) To receive any reports on other churchyard matters. A memorial plinth has been pivoted accidentally. ACTION: Clerk to contact 2018 contractor.</p>	<p>MH</p> <p>MH</p>
<p>11. 119. 18/19</p>	<p>Highways</p>	

	<p>a) To note the completion of the installation of new signage. Noted and all agree the signs look good; Cllr Haslam expressed the council's appreciation to Brian Watkins of Highways when he met him recently.</p>																																								
12.120.18/19	<p>a) To receive an update on the progress of Alvington NDP. The amendment/streamlining of the plan is ongoing following public consultation in September 2018. The timeline has been revised from the end of 2018 to the end of the civic year.</p>																																								
<p>9.25 pm: At this point Cllr Haslam as Chairman proposed an extension of the meeting by 30 minutes in order to complete council business. The council unanimously agreed.</p>																																									
13.121.18/19	<p>Finance</p> <p>a) To approve payment of invoices and expenses from the past month. The following payments were approved:</p> <table border="1"> <thead> <tr> <th>TO WHOM</th> <th>DETAILS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Cardiac Science</td> <td>Defibrillator</td> <td>1998.00</td> </tr> <tr> <td>Meg Humphries</td> <td>Salary – November 2018</td> <td>262.01</td> </tr> <tr> <td>Merlin Waste</td> <td>Dog waste bins November 2018</td> <td>30.00</td> </tr> <tr> <td>Chris Shill</td> <td>Reimbursement for lightbulb for kiosk</td> <td>4.20</td> </tr> <tr> <td>GAPTC</td> <td>Cllr Miles training course 14.11.18</td> <td>105.00</td> </tr> <tr> <td>Whitehouse Press</td> <td>Newsletter Winter 2018</td> <td>198.00</td> </tr> </tbody> </table> <p>b) To note the receipt of any income from the past month. The following income was noted:</p> <table border="1"> <thead> <tr> <th>Date received</th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="3">From 1st November to 23rd November 2018</td> </tr> <tr> <td>05/11/2018</td> <td>REACR Grant for Pavilion phase 2</td> <td>£5,260.00</td> </tr> <tr> <td>09/11/2018</td> <td>Bank Interest</td> <td>£0.55</td> </tr> <tr> <td>16/11/2018</td> <td>FoDDC Defib Grant</td> <td>£500.00</td> </tr> <tr> <td>20/11/2018</td> <td>Swan Tea Rooms Newsletter Late Summer 2018 inv. 009</td> <td>£25.00</td> </tr> </tbody> </table> <p>c) To receive an update on online banking access for Clerk. ACTION: Clerk to chase up with Lloyds as no communication from them.</p> <p>d) To approve the 2019-20 budget. The draft budget was approved, taking into account the grasscutting contract awarded above in 10a. The precept request for 2019-20 was agreed as £8,717.00, a 10.4% increase on last year. ACTION: Clerk to update the budget with grasscutting figure and to submit the precept request form to FoDDC.</p> <p>e) To review the updated financial regulations and sign off if satisfactory. Cllr Thompson to recirculate with amends ready for approval at the February meeting.</p>	TO WHOM	DETAILS	AMOUNT	Cardiac Science	Defibrillator	1998.00	Meg Humphries	Salary – November 2018	262.01	Merlin Waste	Dog waste bins November 2018	30.00	Chris Shill	Reimbursement for lightbulb for kiosk	4.20	GAPTC	Cllr Miles training course 14.11.18	105.00	Whitehouse Press	Newsletter Winter 2018	198.00	Date received	Description	Amount	From 1st November to 23rd November 2018			05/11/2018	REACR Grant for Pavilion phase 2	£5,260.00	09/11/2018	Bank Interest	£0.55	16/11/2018	FoDDC Defib Grant	£500.00	20/11/2018	Swan Tea Rooms Newsletter Late Summer 2018 inv. 009	£25.00	<p>MH</p> <p>MH</p>
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14.122.18/19	<p>To note correspondence for information Noted; no actions resulting.</p>																																								
15.123.18/19	<p>Clerk's Report</p> <p>a) To receive the Clerk's Report. Noted; annual leave granted as requested (17/12/18 to 30/12/18), leaving one week of annual leave to be used between now and 31/03/19.</p>																																								
16.124.18/19	<p>Councillors' reports and items for future agendas Cllr Haslam reported on the A48 meeting on 21/11/18:</p> <ul style="list-style-type: none"> - Cllr Haslam thanked Highways for installation of metal signage in the village. 																																								

	<ul style="list-style-type: none"> - Cllr Haslam presented NDP road-related surveys to Brian Watkins' colleague. - Cllr Haslam reported the large pothole close to Taurus Crafts, as no Aylburton councillor was present. - Cllr Haslam reported that the speed cameras in the county were being upgraded digitally. - Cllr Haslam presented a report on speeding 'catches' in the area from Debbie (Police). <p>Cllr Haslam reported that all households in the parish had now received their copy of Alvington News. As delivery via newspaper wasn't possible, councillors and volunteers delivered by hand, which confirmed that there are 275 dwellings in the parish. Some copies were also placed in pubs.</p> <p>Cllr Haslam listed the large number of tasks he regularly had to carry out and appealed to his fellow councillors for assistance in order to share the tasks out more evenly. ACTION: Cllr Haslam to list the tasks and circulate; all members to volunteer to take on what they can.</p>	ALL
17. 125. 18/19	To note the date of the next Full Council meeting: Wednesday 6th February 2019 at 7.30pm in the Memorial Hall. Noted.	

Meeting closed: 10pm

Signed:.....Chairman.

Date:.....