

ALVINGTON PARISH COUNCIL
Minutes of the meeting held on Wednesday 6th March 2019, 7.30pm

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

ATTENDING: Meg Humphries (Clerk)
 Cllr. Chris McFarling (FoDDC Environmental lead)
 for Item 4
 Cllr. Patrick Molyneux (FoDDC) for Item 4
 Tom Lockyer
 Alec Davis
 Andrew Clarke, REACR
 Sue Clarke, REACR
 Chris Shill
 Heather Rogers, REACR
 P Brown
 Jen Smooker
 (Apologies from John Wood)

No/ Ref	Item/Notes	Action
1. 126. 18/19	To receive apologies for absence. Cllr Thompson sent her apologies; accepted.	
2. 127. 18/19	To note declarations of interest. None.	
3. 128. 18/19	To approve the accuracy of the minutes of the Full Council Meeting on 06.02.19: Approved and signed by Cllr Haslam.	
4. 129. 18/19	<p>To receive/note any reports from county and district councillors for the parish</p> <p>a. Cllr Chris McFarling was in attendance in order to give an update on P1772/18/APP (erection of 11 dwellings off Clanna Road) in reference to sustainable infrastructure including the following key points:</p> <ul style="list-style-type: none"> • Clarification: the Highways-managed culverts and pipes are sized to take the run-off from the road only. Highways cannot amend the size to accommodate other run-off. • The run-off issue has been exacerbated by a landowner removing a bund to allow access to land, which has led to more run-off on the road. • There are some other bunds and similar features in the parish but these are not working as well as they could. • Laurence King is GCC's flooding engineer and he is aware of the issues. He has said that there may be funding in 2020-21 to address some of the issues. This would involve working with, and supporting, landowners in implementing various measures. • Plans of pipework show a length of pipe running along the back of Garlands Road properties and down towards Swan Hill. Ownership was disputed and now technically falls to each landowner while the pipe passes through their land. Laurence King suggested that the Parish Council may wish to liaise with landowners to investigate pipe. • ACTION: Council to send all information held on flooding in the parish. • Cllr. McFarling sought to clarify the situation with sewage flooding the garden of 2 Tudor Cottages, Swan Hill, which the council confirmed. Cllr McFarling stated that he thought this was unacceptable, to which the council agreed. Cllr McFarling 	AH/MH

	<p>suggested that the parish council invite Severn Trent to a site meeting. ACTION: Clerk to liaise with Severn Trent for a meeting in May/June.</p> <ul style="list-style-type: none"> The council thanked Cllr McFarling for attending, and he left at 7.45pm. <p>b. Cllr Patrick Molyneux arrived at 7.45pm and gave a district councillor report summarised below:</p> <ul style="list-style-type: none"> Budget had been finalised with an increase of 4.99%, 2% of which is the Adult Social Care review The end result is just £1.57 higher than the lowest council tax (Band D) in the country. Budget includes an extra £2million on older people, £11m on young people and £45m for Glos. Schools. Also a large budget for Highways. Budget also includes the £25k pot for each councillor to allocate to local Highways matters not considered a priority on the mainstream Highways workstream. <p>Questions to Cllr Molyneux from the council and members of the public:</p> <ul style="list-style-type: none"> Cllr Haslam asked about the Growing Our Communities fund, particularly pertaining to the pavilion project. Cllr Molyneux suggested that the council refer to the guidelines in the first instance. 	MH
<p>5. 130. 18/19</p>	<p>Public forum Chris Shill:</p> <ul style="list-style-type: none"> Sign knocked down by The Swan – still in progress but Highways assure that they are on the case. Chris will install the new 'Defibrillator' signs once Bonnie has completed her skydive on 10/3. <p>Alec Davis:</p> <ul style="list-style-type: none"> Met with Geoff Wheeler, FoDDC footpaths contact to discuss current access issues with the parish footpaths. Geoff is seeking a local contact to liaise with. Alec Davis cannot commit much time to this role but was willing to act in this capacity. 	
<p>6. 131. 18/19</p>	<p>Planning</p> <p>a) To note any consultation response to: P0146/19/FUL, Westland Cottage, 4 The Row, Main Road, Alvington, Erection of a detached single garage. Noted no objections.</p> <p>b) To consider any consultation response to: P0206/19/LD1, The Cottage, Glebe Farm, Lower Common, Aylburton, Application under Section 191 to establish the use of the existing holiday let without compliance with condition B of DF7363/D & DF7363/E. (Occupied as an independent dwelling unit). Resolved 'no objection'.</p> <p>c) To receive an update on potential development of the Cross Stores. Following withdrawal of application after negative assessment, Planning dept are still in discussion with the owner; enforcement activity suspended while discussions take place. Noted.</p> <p>d) To note communications with Enforcement regarding concerns over development of Colne Mill. Following parish council report of development activity, FoDDC enforcement team will conduct a site visit to investigate.</p> <p>e) To receive any progress reports on local planning matters. None.</p>	
<p>7. 132. 18/19</p>	<p>Village</p> <p>a) To receive an update on the defibrillator fundraising. Flyers advertising fundraising/training dates have been delivered to every household in the parish. Currently, public donations at £995, plus grant of £400 from Renishaw.</p> <p>b) To receive an update on the defibrillator training sessions. Clerk reported that both sessions were set up and that she was taking bookings for both.</p> <p>c) To consider quotations for repair of failing light in the phone kiosk. Council approved Steve Willetts. ACTION: Clerk to notify all applicants and arrange the work with the successful applicant.</p> <p>d) To receive an update on the Pocket Parks bids: Sports Field and Garlands Road respectively. The council were delighted to announce that both bids had been successful</p>	MH

	and therefore £17390 had been awarded by MHCLG, plus an additional £1000 for evaluation. In addition, REACR had awarded £1,750 towards the project. The council sought three quotes, met with two suppliers and received one quote. In light of the tight timescale the council resolved to select the single quote, from Kompan, in order to capitalise on the opportunity, and to move ahead with installation. Installation is expected to commence mid-April and take 2-3 weeks, so the new facilities would be unveiled in early May.	
8. 133. 18/19	<p>Sports Field</p> <p>a) To receive an update on the pavilion project, including further detail on the lottery fundraising option. Cllr Heys reported that the architect intended to submit the planning application week commencing 18th March. As it's a parish council application the fee will be reduced by 50% to £1386. Pavilion funds held will be around £2700 at the year end (31/3). In light of more detail it was agreed that the lottery option would not offer sufficient benefit. Sports Field Committee are in the process of approaching the most suitable funding sources.</p> <p>b) To receive an update on planning for a community event summer 2019 for pavilion fundraising. Fun day date has been set as 30/6. The Sports Field Committee are arranging stalls and entertainment. Current plan involves barbecue, bar, Swan tearoom refreshments, various arts and crafts.</p> <p>c) To note the planned installation of a memorial bench on the Sports Field and to agree installation date. Noted. Cricket Club also approve. Date to be arranged independently with family.</p> <p>d) To receive an update on tackling antisocial behaviour and drug use in the Sports Field car park: local team will be carrying out targeted patrols. The council noted the police's intention to patrol more regularly in the area and suggested installing a gate to prevent late-night parking. Cllr Heys reported that a parishioner has offered to donate and install custom-made car and pedestrian gates for the Sports Field.</p> <p>e) To receive any reports on other Sports Field matters. Cllr Heys reported that REACR has awarded £200 for goal posts and £700 for pavilion project.</p>	
9. 134. 18/19	<p>Churchyard</p> <p>a) To receive an update on tree management activities in the churchyard. Noted that further work will be needed in 2019-20, and that money had been budgeted for this purpose.</p> <p>b) To receive an update on Western Power Distribution works to trees in churchyard. No action as yet.</p> <p>c) To receive any reports on other churchyard matters. Cllr Heys has written to family who own the wobbly gravestone; as yet, no response. ACTION: Cllr Heys to report back in April.</p>	RH
10. 135. 18/19	<p>Highways</p> <p>a) To note the police's advice regarding dangerous parking on Clanna Road/A48 junction and to agree any further action. Noted. Clerk to contact Brian Watkins of Highways to investigate road markings to prohibit parking in dangerous areas.</p> <p>b) To note Highways responses to reporting of broken manhole cover / leaning trees, both on Swan Hill. Noted. A manhole cover has now been repaired.</p> <p>c) To receive any updates on Highways matters. None.</p>	
11. 136. 18/19	<p>NDP</p> <p>a) To note the expenditure so far of the NDP's Locality grant. Amount awarded: 3630; Spent: 1183.43; Remaining: 2446.57. NDP committee will be considering upcoming spending at their meeting on 7/3/19</p> <p>b) To receive an update on the progress of Alvington NDP (Chair). Wildlife Trust report has just arrived and will require some changes to NDP.</p>	
12. 137. 18/19	<p>Finance</p> <p>a) To receive a budget update from Cllr Heys and the Clerk and to consider other expenditure including spring/summer flower baskets as suggested by community.</p>	

19/20 Financial Plan	APC	NDP	PAV	PLA	DEF	Total
17/18 Carry-forward	£7,747.75	£850.02	£0.00	£0.00	£0.00	£8,597.77
18/19 Forecast Income	£8,601.10	£3,930.00	£10,760.00	£20,710.52	£510.00	£44,511.62
18/19 Forecast Expenditure	£7,513.38	£1,327.43	£7,961.88	£18,960.54	£2,313.02	£38,076.25
18/19 Surplus / (Deficit)	£1,087.72	£2,602.57	£2,798.12	£1,749.98	-£1,803.02	£6,435.37
19/20 Forecast Income	£9,224.00	£0.00	£0.00	£0.00	£1,175.00	£10,399.00
19/20 Forecast Expenditure	£10,954.72	£1,995.92	£2,904.02	£2,604.43	-£346.67	£18,112.42
19/20 Surplus / (Deficit)	-£1,730.72	-£1,995.92	-£2,904.02	-£2,604.43	£1,521.67	-£7,713.42
Closing Funds	£7,104.75	£1,456.67	-£105.90	-£854.45	-£281.35	£7,319.72
APC + PLA + DEF + NDP closing funds						£7,425.62

*NDP (19/20) assumed to balance - any surplus repaid to funding body, except VAT reclaim, which is retained by APC.
 **PLA account (19/20) assumes MHCLG grant, and REACR grant retained.
 ***APC account (19/20) assumes "big fees, big trees": £1,500 for contested election and £500 for trees in churchyard.
 **** PAV account (19/20) assumes £4,000 architect's fees for Building Regs diagrams, but no income / costs for 30th June "Fun Day", or Building Regs submission.
 ***** All 19/20 Expenditure includes negative expenditure (VAT reclaims) on major purchases. Sequencing of these will need to be managed to ensure cashflow is maintained.

There was a consensus that the funds did not allow for purchasing of flower tubs this year, and there were logistical considerations that would require a longer lead-in time, therefore no further action for 2019.

b) To approve payment of invoices and expenses from the past month. The following were checked and signed by Cllr Chidley and Cllr Miles:

TO WHOM	DETAILS	AMOUNT
Meg Humphries	Clerk Salary February 2019	262.01
X2Connect	'Defibrillator' signs for kiosk x 3	82.02
Merlin Waste	Dog waste bins February 2019	30.00
Severn Trent Water	Water survey application	£137.88
Meg Humphries	Clerk Expenses February 2019	13.92
Whitehouse Press	Flyers – defib fundraising/training	£48.00
Richard Heys	Gravel reimbursement (to deal with mud under kissing gate)	12.24

c) To note the receipt of any income since the last meeting. The following were noted:

Date received	Description	Amount
From 24th November 2018 to 28th January 2019		
11/02/2019	Bank Interest	0.55
18/02/2019	Lydney Under-10s pitch hire x 5 autumn/winter 2018	100.00
04/03/2019	Donation to defibrillator funds from parishioner	10.00

13. To note correspondence for information. Noted.

138.
18/19

14. To receive the Clerk's Report

123.
18/19

a) To approve, as per the Clerk's contract, subject to satisfactory performance, the scheduled pay incremental increase of the Clerk from 1st April 2019 from £9.81/hour to £10.34/hour. Approved. **ACTION:** Clerk to liaise with PATA Payroll to set up and query any phased changes within 2019-20.

b) To receive an update on setup of fully functional dedicated email accounts. Noted. Clerk will circulate quotation once received.

MH

15. Councillors' reports and items for future agendas

<p>139. 18/19</p>	<p>Cllr Chidley:</p> <ul style="list-style-type: none"> • Cllr Chidley spoke to a building surveyor who reported that Two Rivers were contracting the resurfacing of the area in front of the garages, hopefully within the next six months. • Cllr Chidley has reported the poor surface of the pathway by the bungalows off Garlands Road to Highways. <p>Cllr Miles:</p> <ul style="list-style-type: none"> • Cllr Miles attended the Neighbourhood Watch meeting on 5/3 and learned of two coordinators in the parish. He learned that there are three officers covering the Lydney area down to Stroat. Lots of attendees raised concerns over antisocial behaviour; Lydney had many challenges due to being a town. Cllr Miles is willing to attend further meetings, though meeting schedule is unknown at present. <u>ACTION:</u> Clerk to invite PCSO to a council meeting. 	<p>MH</p>
<p>16. 140. 18/19</p>	<p>To note the date of the next council meeting: Annual Parish Meeting, Wednesday 3rd April 2019 at 7.30pm in the Memorial Hall. Noted.</p>	

Meeting closed: 10pm.

Signed:.....Chairman. Date:.....

DRAFT