

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

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

ATTENDING: Meg Humphries (Clerk) Anna Clifton
 Alec Davis Nathan Burlton
 Tom Lockyer Chris Shill
 Nick Powell Terry Shepherd
 John Wood

No/ Ref	Item/Notes	Action
1. 115 19/20	To receive apologies for absence Cllr Richard Heys (work) and Cllr. Lisa Chidley (family commitments) sent their apologies; accepted.	
2. 116 19/20	To note declarations of interest relating to the agenda. None.	
3. 100 19/20	To approve the accuracy of the minutes of the Full Council Meeting on 02.10.19. Approved; signed by Cllr Haslam.	
4. 101 19/20	<p>Public Forum</p> <p>Alec Davis:</p> <p>a) suggested double yellow lines outside his house – Cllr Haslam advised that the parish council could have to pay several thousand pounds towards the cost of such. However, the council has asked Highways to do feasibility study. ACTION: Cllr Haslam to chase up with Highways at the A48 meeting on 20/11/19; Clerk to chase up via email.</p> <p>b) Knapp Lane farm track resurfacing ACTION: Clerk to query with Highways.</p> <p>c) 2 Tudor Cottages has been flooded 10 times since June. This had been noted by the council at the meeting on 23/10/19.</p> <p>d) Issue with Planning portal showing comments. Council is aware.</p> <p>e) Traffic count in main road got damaged in the floods, so it was done manually ACTION: Cllr Haslam to request the data from Highways.</p> <p>Chris Shill:</p> <p>a) Saw some Highways officers and apparently the vehicle count was related to a potential crossing. CS advised the officers that the logical place for a crossing would be near Court Lane. ACTION: Cllr Haslam to reiterate this with Highways and police at the A48 meeting; Clerk to contact Highways to advise preferred location of crossing.</p> <p>b) County Connect want to do a site visit in the village on Tues 12th November. County Connect will not offer any money for the siting. Cllr Haslam advised on the likely costs of using their connection: £49/mo plus upfront fee of £129.</p> <p>Nick Powell:</p>	<p>AH/ MH</p> <p>MH</p> <p>AH</p> <p>AH/ MH</p>

	<p>a) The gangmower is still functioning. During the meeting a member of the public offered a spare mower if of use, and Nick will arrange to view it to see if it is suitable.</p> <p>John Wood: a) Very concerned about the state of the pavements the PROWs. Alec Davis and the Clerk advised that Jeff Wheeler (PROWs officer) attempted FAL17 but flooding prevented full survey. Jeff would be writing to landowners shortly. The Clerk advised that she is in touch with Highways about vegetation encroaching on pavements. b) Raised manhole cover on A48/Court Lane junction and overgrown vegetation on Court Lane and Knapp Lane. ACTION: Clerk to report these issues to Highways.</p> <p>Nathan Burlton: a) Has there been consideration to an average speed check sign in the village? Even a fake yellow box maybe? ACTION: Cllr Haslam will query with Highways at the meeting but is unsure of legality. b) All the trees at Marden have now been dealt with as detailed in last month's planning application.</p> <p>Jim Winship, via email: suggested making Church Lane a one-way street owing to a near miss. Recommend checking out with BW first before committing any time/efforts to consulting. Council agree no strong feeling in support of this. However, if this changed then the first step would be to approach Highways. The council agreed to record this response but concluded that this was not a feeling held by many/any residents. ACTION: Clerk to reply to parishioner with this outcome.</p>	<p>MH</p> <p>AH</p> <p>MH</p>
<p>5. 102 19/20</p>	<p>To receive/note any reports from county and district councillors for the parish. DCllr McFarling sent his apologies along with an update on matters on his parish list, which was read out for the meeting and which have been inserted under the relevant items, below.</p>	
<p>6. 103 19/20</p>	<p>Planning a) To note the parish council's representation for FoDDC's consultation on Local Plan: Issues and Options. Noted. FoDDC had acknowledged receipt, and DCllr Chris McFarling praised the content and quality of the response. b) P1647/19/LBC: Marden, Main Road, Alvington, Lydney. Listed Building Consent for internal restoration and associated works. No objections. Late addition: P1716/19/PO3PA: The Workshop, Clanna Gardens House, Clanna Lane, Alvington. Prior approval for the conversion of a light industrial unit (B1c) to a self-contained residential dwelling (C3). No objections. c) To receive any progress reports on local planning matters. Clerk reported on the Cross Stores: Chris McFarling now had the matter on his 'list' and would look into ways to improve the appearance. The latest update from Enforcement on 18/10 stated that the team are still in discussion with the owner.</p>	
<p>7. 104 19/20</p>	<p>Village a) To receive/note any updates in flood mitigation. Chris McFarling reported as follows: 'Flooding at May's: James Fisher was absent at the Lydney Flood Defence Multi-stakeholder meeting alas. I spoke to Laurence King on the issue and he asked for patience. There are a number of options that need to be explored but having seen the volume of discharge at the last heavy rain downpour, he wants to</p>	<p>MH</p>

	<p>look at all options carefully. The lack of commitment by Severn Trent is frustrating and I will leave it at that for the moment.</p> <p>GCC Lead flooding authority are working with the developer of the houses in Clanna Road. Laurence is liaising with them accordingly.</p> <p>Ultimately, this flooding issue will require investment from the highways authority, and natural flood management techniques in the local catchment to reduce flooding both in the Clanna Road area and then the bottom of Swan Hill. I will monitor progress on this and report back. My gut feeling is that this is going to need an ambitious investment of resources to resolve and, importantly, the will to do it.’</p> <p>b) To receive any updates on several issues around Garlands Road. Chris McFarling reported as follows: ‘Two Rivers Housing have confirmed with me that with respect to garage maintenance at Garlands Road, they are 6 months in to a 2 year programme of refurbishment. At Garlands road, they have put out a request for quotes and once they are returned, will be in a position to work on the garages and the surrounding area. So I would expect progress within the next 6 – 9 months. This will include works to the tarmac, guttering and any other dilapidation which needs attention. If the council has a list of garage problems that need attention then these could be conveyed to Jessica Shackell, the 2RH officer responsible. Same phone number 0800 316 0897.’</p> <p>c) To receive any updates on improvements to Public Rights of Way in the parish. Jeff Wheeler (PROWs officer) attempted FAL17 but flooding prevented full survey. Jeff would be writing to landowners shortly asking for necessary improvements where needed.</p> <p>d) To receive any updates on community concerns regarding the Globe Inn’s licensing compliance and behaviour of clients. The Globe had recently been visited by the licensing officer who advised of the complaints. The Clerk has written to the spokesperson in the group with information from Chris McFarling on licensing hours and on complaints procedures. Clerk relayed to the group that if any changes were sought then reporting was key.</p> <p>e) To consider marking 75 years since the end of WW2 (May 2020). The council agreed that this would be a good idea and that further discussions would need to take place at future meetings to define and plan the event. Tom Lockyer offered to approach a local historian for involvement.</p> <p>f) To consider reviewing the parish’s Emergency Plan. Cllr Miles advised that planning sessions may soon be available which could help the council revise and review the plan. ACTION: Clerk to contact those listed on the current plan to confirm willingness to remain involved.</p> <p>g) To receive any reports on other village matters. None at this time.</p>	MH
8. 105 19/20	<p>Sports Field</p> <p>a) To receive an update on the pavilion project. Highways had queried access on the planning application portal, so quotes for a transport statement had been sought and the council had received two – which was deemed sufficient due to the specialist nature of the work. Cllrs Haslam and Heys made recommendations to the council based on cost, given that the calibre of company seemed similar. The council subsequently appointed Mark Baker Consulting. ACTION: Clerk to liaise with Cllr Heys and MBC.</p> <p>b) Pavilion fundraising: To note initial arrangements for a quiz night proposed for 30th November and agree further actions as needed. Cllr Thompson reported that the bar licence has been applied for. The council invited as much cake as possible. The capacity of the hall is 80 seated. Cllr Miles reported that the Swan Tea Rooms were very supportive and would like to offer cake as well as puddings.</p>	MH

	<p>c) To receive any update on improvements to the new Sports Field car park gate. No updates at this time.</p> <p>d) To receive any update on amending the Sports Field Committee Terms of Reference. Ongoing.</p> <p>e) To receive any updates on the sourcing of a replacement mower. Ongoing – Nick to assess possible donation mower.</p> <p>f) To receive any reports on other Sports Field matters. None at this time.</p>																															
9.106 19/20	<p>Churchyard</p> <p>a) To note the completion of proposed tree management activities in the churchyard. Completed; Sue Rickards, church warden, is very happy with the work. Some cleaning up needs doing, and Chris Shill is looking at dates and is inviting support. Potentially some clean-up can take place the weekend of the 16th/17th November.</p> <p>b) To receive an update on unstable gravestone issue. Ongoing.</p> <p>c) To receive any reports on other churchyard matters. None at this time.</p>																															
10.107 19/20	<p>Highways</p> <p>a) Clanna Road/A48 junction: To receive any updates on improving safety. Cllr Haslam will chase this up at the A48 meeting.</p> <p>b) To receive any updates on Highways matters. None at this time.</p>																															
11.108 19/20	<p>NDP</p> <p>a) To receive an update on the progress of Alvington NDP. Cllr Haslam reported that the plan has been proofread and that the Regulation 16 consultation is live until early December. A meeting with the examiner would follow, and then the examiner would report back with comments and suggested amendments. Alec Davis stated that he would be submitting expense claim for ink soon.</p>																															
12.109 19/20	<p>Finance</p> <p>a) To approve payment of invoices and expenses from the past month. The following payments were approved; signed by Cllrs Thompson and Miles:</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 – October 2019</td> <td>£223.04</td> </tr> <tr> <td>Merlin Waste</td> <td>Dog Bins - October 2019</td> <td>£30.00</td> </tr> <tr> <td>Richard Morgan</td> <td>Grasscutting: Churchyard, October 2019</td> <td>£111.00</td> </tr> <tr> <td>GPFA</td> <td>GPFA Membership Renewal (2019-20)</td> <td>50.00</td> </tr> <tr> <td>FoDDC</td> <td>Election Charges</td> <td>147.00</td> </tr> <tr> <td>Whitehouse Press</td> <td>Newsletter – Autumn 2019</td> <td>210.00</td> </tr> <tr> <td>Meg Humphries</td> <td>Proofreading NDP</td> <td>70.00</td> </tr> <tr> <td>REACR</td> <td>Unspent grant for goal posts</td> <td>200.00</td> </tr> <tr> <td>TrunkArb Tree Surgery Ltd</td> <td>Work to trees in churchyard</td> <td>450.00</td> </tr> </tbody> </table> <p>b) To note the receipt of any income since the last meeting</p>	TO WHOM	DETAILS	AMOUNT	Meg Humphries	Salary – October 2019	£223.04	Merlin Waste	Dog Bins - October 2019	£30.00	Richard Morgan	Grasscutting: Churchyard, October 2019	£111.00	GPFA	GPFA Membership Renewal (2019-20)	50.00	FoDDC	Election Charges	147.00	Whitehouse Press	Newsletter – Autumn 2019	210.00	Meg Humphries	Proofreading NDP	70.00	REACR	Unspent grant for goal posts	200.00	TrunkArb Tree Surgery Ltd	Work to trees in churchyard	450.00	
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Date received into account	Description	Amount
09/10/2019	Bank interest	0.53
14/10/2019	Sports Field hire – Sue Howard, September 2019	20.00
21/10/2019	Donation to Pavilion Fund	100.00
22/10/2019	Trini Jones Newsletter Ad	50.00
22/10/2019	Abbey Taxis Newsletter Ad	25.00
28/10/2019	Cash donations to pavilion from R Heys and T Jones	7.00
28/10/2019	Donations from Mounton Brook Lodge Peaky Blinders event	1,200.00

c) To approve the Q2 Bank Reconciliation Report. Approved; signed by Cllr Haslam.

d) To agree a timescale for precept-setting for 2020-21 budget. The council agreed that it would be sensible to aim for not more than a 3% increase and to try to make that fit the projected expenditure. The meeting had received and considered Cllr Heys' finance pack to assist with precept setting and analysis of expenditure and income so far for 2019-20. It was agreed to follow Cllr Heys' recommendations regarding transferring funds between cost centres: transfer remaining funds from defibrillator cost centre to PAV account as per Bonnie's wishes. It was also agreed (per Cllr Heys' recommendations) to transfer £656.45 from APC to PLA. Cllr Haslam stated that the £13,000 reserves figure was not accurate as this include the NDP grant which will either be spent or repaid to Locality. Therefore the reserves stood at £8-9K. **ACTION:** Clerk to liaise with Cllr Heys to draft a budget and to transfer funds as described above.

MH

13.110 19/20 **To note correspondence for information.** Noted. Solar Streets meeting on 27/11 was noted with interest. **ACTION:** Cllr Thompson to join the meeting remotely if possible.

14.111 19/20 **Council**

a) To consider adding councillor/clerk photos to the website. It was agreed that this would be worthwhile, and that photos could be taken at the next meeting. **ACTION:** Clerk to remind councillors prior to the next meeting.

b) To receive the Clerk's Report.

c) To receive councillors' reports and items for future agenda. Cllr Haslam reported that village hall AGM had taken place. The decision was taken to insulate the building and looking into methods and cost. The accounts are in good shape and the hall is essentially paying for its own upkeep.

d) To note the date of the next Full Council meeting: Wednesday 4th December 2019 at 7.30pm in the Memorial Hall. Noted.

MH

Meeting closed: 9.30 pm

Signed:.....Chairman.

Date:.....