

ALVINGTON PARISH COUNCIL

Minutes of the meeting held remotely (Zoom) on Wednesday 1st July 2020, 7.30pm

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

ATTENDING: Meg Humphries (Clerk)
 John Wood
 Alec Davis
 Nick Powell
 District Councillor Chris McFarling

No/ Ref	Item/Notes	Action
1. 043 20/21	To receive apologies for absence None.	
2. 044 20/21	To note declarations of interest relating to the agenda. None.	
3. 045 20/21	To approve the accuracy of the draft minutes of the Full Council Meeting on 03.06.20. DCllr advised of some minor corrections re figures in the fifth point of his update, made instantly by the Clerk. The amended version was approved; to be signed by Cllr Haslam via post.	
4. 046 20/21	Public Forum John Wood reported that the yew tree in back lefthand corner of the churchyard has brambles, elder and ivy growing through it and needs attention. Cllr Heys advised that this could likely be done as part of a working party. John Wood asked to be added to email list for working party. Alec Davis reported that the manhole by 2 Tudor Cottages is rattling again, which keeps happening. Cllr McFarling offered to request a better repair.	RH
5. 047 20/21	To receive/note any reports from county and district councillors for the parish District Cllr Chris McFarling gave the following report. <ul style="list-style-type: none"> • High streets in the Forest reopened a couple of weeks ago; retail's return is slow but steady. • FoDDC customer service feedback outstanding throughout lockdown. • There has been an uptick in flytipping lately, no doubt mostly due to HRCs being closed and people being home to have a clear-out. • FoDDC has awarded about 20 million pounds in business grants, and 1 million in discretionary fund, to those who didn't meet criteria for the bigger grants. • DCllr McFarling previously put out a request for ideas for cycle routes, and FoDDC has received 250 responses. Reasons included health and fitness, commute, school run, and to save carbon. DCllr McFarling believes that the cycle path from Alvington to Aylburton is in the mix, as is a cycle path from Alvington to Woolaston. 	

	<ul style="list-style-type: none"> • On the matter of the footpath on Garlands Road with apparently no owner: Prompted by DCllr McFarling, Highways' Brian Watkins visited to confirm it's not Highways', so DCllr McFarling is now liaising with Two Rivers. • DCllr McFarling has a report to put to FoDDC Cabinet – on Alvington NDP. He commended the NDP group for the brilliant document and thanked all who took the time to develop the plan. He advised it would be a quick presentation – on 9th July – during the FoDDC Full Council Meeting. Alec Davis advised that he will send DCllr McFarling a fully updated version. The question of how a referendum may be conducted is outstanding due to Covid-19. • Pedestrian crossing – DCllr McFarling has been liaising with planning officer Tony Pope, who has been liaising with the Transport team to work out what's needed to get the crossing build going and getting developer to release the funding. Tony is now ramping up the pressure to get the ball rolling. The arrangement for transfer of funds would be that the developer would transfer the money to FoDDC and then the parish council would draw down the funds. • Old Cross Stores: DCllr McFarling talked to planning officer Chloe Johnson about this. One issue for the application seems to be that the proposed development will impact on the village conservation area and an orchard of historic and environmental importance. The general feeling of the meeting was that the refurbishment of the stores is very desirable, but the two houses (which enable the development from a business case point of view) are problematic in that they pose a risk of harming the area. <p>County Councillor Patrick Molyneux: no report received.</p>	
<p>6. 048 20/21</p>	<p>Planning</p> <p>a) To consider P0632/20/LD1: Access Track Off Barnage Road, Barnage Road. Application under section 191 to confirm whether existing access is lawful. Nick Powell reported that he has passed the site for years on a regular basis and that there has always been an entrance. He believes that the owner widened it because the stone wall on the opposite side of the lane made it difficult to turn, and that all the owner has done is open the splay up. The gate was already there, just situated back from the road a bit, so not always obvious. The meeting noted that there is strong evidence that the entrance is an old one and also noted that Highways do not object. It was resolved to submit a response in support of the works provided that it does not reduce quality of public right of way access.</p> <p>b) To receive any progress reports on local planning matters See the final two points of DCllr McFarling's report, in Item 5 above.</p>	
<p>7. 049 20/21</p>	<p>Village</p> <p>a) Coronavirus: to receive any updates specific to the parish Cllr Thompson reported that no more referrals have come in, and activity was very quiet. Cllr Thompson has been staying updated on the countywide effort via email.</p> <p>b) To note any updates on village/parish improvement matters (see meeting pack)</p> <ul style="list-style-type: none"> • Flooding: DCllr McFarling reported having difficulties getting through to officers dealing with flooding as many have been seconded due to Covid-19. He expressed disappointment in Severn Trent's lack of action and engagement, which he now considers to warrant a complaint. Usually the complaint would be from the resident, so DCllr McFarling is considering 	

	<p>writing to the owner of the property, asking if he can write on her behalf. DCllr McFarling is aware of the gravity of the situation, especially if there is flooding as serious as that seen earlier in this year.</p> <ul style="list-style-type: none"> • Garlands Road: see DCllr McFarling's report, sixth point, in Item 5 above. • Public rights of way: FAL13 ploughed pathway – Clerk has been advised via email that the matter is resolved, and John Wood confirmed this and advised that the path had been put right very nicely, for which the meeting expressed their appreciation. The meeting noted that the three stiles intended for FAL18 are to be installed as soon as possible, as has been the case for a while. ACTION: Clerk to follow up with Jeff Wheeler. • DCllr McFarling brought up the subject of play areas reopening on 4th July. He advised that owners of play equipment are responsible for doing a risk assessment. On a positive note, incidence of Covid-19 in the Forest is very low, but it's still out there. • Globe Inn antisocial behaviour complaints: The meeting noted that many pubs would be reopening on 4th July. It is uncertain whether the Blacksmiths Arms would be reopening then too. • Neighbourhood Watch: The coordinator for the Knapp Lane side of the village is looking for a coordinator on the Garlands Road side. ACTION: Clerk to advertise on Facebook. <p>c) To receive any reports on other village matters. None at this time.</p>	<p>MH</p> <p>MH</p>
<p>8. 050 20/21</p>	<p>Sports Field</p> <p>a) Pavilion project: to receive any updates</p> <p>Cllr Heys reported:</p> <p>In late June the second meeting of the pavilion funding committee took place, and they have identified priority funding sources. Cllr Heys has circulated materials used in the past. The group will be reconvening on 29th July to monitor progress. For a couple of the funding streams there is the question of eligibility to think about, as not having charity status is a barrier. There is a lot of legwork involved in founding a charity.</p> <p>The Cricket Club is about to launch an 800 club for people to donate and stand a chance of winning. The price is £60/year or £5/month. 50 per cent of the proceeds go towards prizes and 50 per cent towards club costs. Nick Powell will be putting the word out over the next few months, as it starts in September.</p> <p>Chris Shill has (via email) suggested donation pots in the two pubs, and the meeting suggested the tearoom and garage too. All councillors were in agreement, so Cllr Heys will investigate. Nick Powell will ask pubs/shops in Woolaston whether they want to collect too.</p> <p>As it was not possible for the Fun Day to go ahead in June, Cllr Heys proposed the provisional date of 5th September, which is the first Saturday after schools go back. This was discussed, acknowledging uncertainty over whether many would come out due to the risks. Cllr Heys suggested that if the scope was kept small this could help, i.e. upscaling an existing cricket match.</p> <p>b) Mowing: to receive any updates</p> <p>Cllr Heys commended the quality of the turf, though sadly in part this is due to lack of use by sports teams. Some minor touching up is needed, due to rabbits digging holes.</p> <p>Regarding the mower currently on loan from residents: Nick Powell advised that it's a very good mower, though it took some money and work (£200 spent, which he does not wish to claim), but it's up together now, and Nick felt that the council would</p>	<p>MH</p>

	<p>get three or four years out of it before it would need major work. The council now needs to consider what sort of offer to make to the residents.</p> <p>c) Play equipment repairs and safety improvements: to note any updates Cllr Heys has visited the play area and pulled up weeds and long grass around the play equipment. He will finish this during this week. He reported that the trim trail needs a repair, but this doesn't impact the safety or function of the whole. Cllr Heys thanked Cllr Miles, who has done some work on the wooden pedestrian gate to make it compliant and safer, as recommended by ROSPA inspection report this spring. The meeting discussed arrangements for reopening the play areas. ACTION: Cllr Miles will put up signage on Friday 3rd July and to review guidance supplied by DCllr McFarling.</p> <p>d) To receive any reports on other Sports Field matters Nick Powell advised that the roofs of the containers had been re-tarred to address small leaks. The donation of the table and chairs set is ongoing, pending arrangement of transporting it to the field. A new bench has been installed alongside play equipment in memory of Roy and Daphne Thomas. The meeting expressed their thanks to the Thomas family for the bench ACTION: Clerk to add bench to the asset register.</p>	<p>CM</p> <p>MH</p>
<p>9. 051 19/20</p>	<p>Churchyard</p> <p>a) Churchyard trees: to receive an update on proposed works and to ratify the choice of a contractor. Due to the time-critical nature of the job, TrunkArb had been selected previously via correspondence, and the TCA application has been sent off to FoDDC. The meeting noted this and ratified the decision.</p> <p>b) To receive any reports on other churchyard matters. Cllr Heys advised of a large rabbit hole alongside the pathway to the church door, which he will cordon off for safety.</p>	<p>MH</p>
<p>10. 052 20/21</p>	<p>Highways</p> <p>a) To receive any updates on Highways matters (see meeting pack) All updates from the meeting pack were noted. The Clerk advised that Highways advise that the hedgerow on Swan Hill has been trimmed back. Cllr Miles confirms that the vegetation has been cut back but the clippings remain, and they are very slippery, and the soil has not been dug back as requested. ACTION: Clerk to request excavation of pavement.</p> <p>It was raised that there is also creeping turf onto the footpath at the garage end of village. ACTION: Clerk to report this to Highways.</p> <p>It was raised that there are several potholes on Swan Hill. ACTION: Clerk to report this to Highways.</p>	<p>MH</p> <p>MH</p> <p>MH</p>
<p>11. 053 20/21</p>	<p>11. NDP</p> <p>a) To receive an update on the progress of Alvington NDP. See point 7 in DCllr McFarling's report, Item 5 above. The plan is currently in the care of FoDDC and is ready to be accepted by FoDDC Full Council, so the NDP Committee has no updates at this time.</p>	
<p>12. 054</p>	<p>Finance</p>	

20/21	<p>a) To approve payment of invoices and expenses from the past month. Noted; Approved, and payment will be made via BACS, with Cllrs Thompson and Miles as authorisers.</p> <p>b) To note the receipt of any income since the last meeting. Noted.</p> <p>c) Audit 19/20: to note any update (see meeting pack) Noted.</p> <p>d) Accounts:</p> <p>i) to approve and sign off the Bank Reconciliation and Internal Controls for Quarter 1 of 2020-21. Approved; to be signed by Cllr Haslam via the post.</p> <p>ii) to note the list of all transactions for 2019-20</p> <p>iii) to note the Q1 2020-21 budget statement Cllr Heys reported that expenditure was a little ahead on parish council cost codes. The NDP was also a little ahead, but only because there was zero expenditure budgeted.</p> <p>iv) to note the Q1 20-21 accounts statement. Noted.</p> <p>e) To adopt the updated Financial Regulations. Cllr Heys proposed that these were adopted, Cllr Haslam seconded, and it was agreed unanimously.</p>	
13. 055 20/21	<p>To note correspondence for information. Noted.</p>	
14. 056 20/21	<p>Council</p> <p>a) To receive the Clerk's Report. Noted. Regarding the Clerk's request for annual leave, the Clerk advised that the request should have read weeks commencing 20/7 and 27/7 – this was agreed.</p> <p>b) To approve outline process for inspecting council assets (see meeting pack). This was approved, with Cllrs Thompson and Miles offering help in setting up the document. ACTION: Clerk to liaise with Cllrs Thompson and Miles to set up the document and process.</p> <p>c) To note that the Clerk has been offered a pension by the council and declined. Noted.</p> <p>d) To adopt the updated Code of Conduct (originally adopted July 2018) to reflect GDPR law. Cllr Haslam proposed that this was adopted; Cllr Heys seconded the proposal, and it was agreed unanimously.</p> <p>e) To note the updated asset register, as outlined in email on 24/06/20. This was noted. ACTION: Clerk to add a note about the Memorial Hall to the register, but not to be included in insurance value.</p> <p>f) To receive an update of Clerk's review of the council's insurance needs and arrangements and to consider Clerk's recommendations, as outlined in email on 24/06/20. The Clerk strongly recommended amending insurance band to cover all assets' more accurate replacement value. Cllr Haslam proposed that the insurance band was amended, Cllr Heys seconded this proposal, and it was agreed unanimously.</p> <p>g) To receive councillors' reports and items for future agenda Cllr Haslam had been notified that Gigaclear would be installed in the parish around November. Once installed, it is hoped that Sky/BT may rent the lines from</p>	<p>MH</p> <p>MH</p>

	<p>Gigaclarer in order to offer the service to residents. Otherwise, paying Gigaclear direct would be the only way to access the faster speed of broadband.</p> <p>Cllr Heys shared a summary the economic effect of Covid-19: GDP has fallen by 25 per cent in last two months, and government debt is at its highest point since World War Two. Cllr Heys presumes that the economic landscape will be uncomfortable for a while.</p> <p>Cllr Heys then noted the recent Black Lives Matter activity following several deaths of black people at the hands of police officers in the USA. Cllr Heys stated that the reality is that systemic racism is very real, and Cllr Heys invited Alvington Parish Council to stand with the cause, to which the meeting agreed.</p> <p>h) To note the date of the next Full Council meeting: Wednesday 2nd September 2020. Noted.</p>	
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Meeting closed: 9.28 pm

Signed:.....Chairman.

Date:.....