

## ALVINGTON PARISH COUNCIL

**Minutes of the meeting held remotely (Zoom) on Wednesday 7<sup>th</sup> October 2020, 7.30pm**

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

ATTENDING: Keith Haylock  
 Alec Davis  
 John Wood  
 Martin Worgan

CCllr Patrick Molyneux  
 DCllr Chris McFarling  
 Meg Humphries (Clerk)

No/ Ref	Item/Notes	Action
1. 071 20/21	<b>To receive apologies for absence</b> None.	
2. 072 20/21	<b>To note declarations of interest relating to the agenda.</b> Cllr Haslam declared an interest in the motocross event due to a friendship with the event landowners. Cllr Haslam advised that he would mute and absent himself from the discussion and decisions when it came to discussing this issue.	
3. 073 20/21	<b>To approve the accuracy of the draft minutes of the Full Council Meeting on 02.09.20.</b> These were approved; to be signed by Cllr Haslam via post (to be arranged by Clerk).	MH/ AH
4. 074 20/21	<p><b>Public Forum</b></p> <ul style="list-style-type: none"> <li>• Alec Davis: Footpaths: several PROWs still need work, also queried whether the motocross event should have formally sought permission as the event obstructed FAL7.</li> <li>• Gravel on the pavements from resurfacing, fall risk for pedestrians; Clerk to report.</li> <li>• Japanese knotweed near Sandford Pool remains untreated; Clerk to report.</li> <li>• Missing memorial in churchyard may be in garden of a property currently for sale. Clerk offered to relay information to FoDDC.</li> <li>• Floodwater buildup on Clanna Road development site. Cllr Haslam advised that this would be discussed during item 6, Planning.</li> <li>• FoDDC viability assessment – had the council seen this? Clerk confirmed that it had not. Mr Davis then emailed it to all council members. The deadline of 17<sup>th</sup> October was noted, and it was agreed to consider the document via email.</li> <li>• Farnworth Cottage – is it worth listing this?</li> <li>• Speeding concerns raised, suggested Speedwatch / other activities.</li> </ul> <p>Keith Haylock</p> <ul style="list-style-type: none"> <li>• Parking on Clanna Road is causing a lot of problems. Clerk confirmed that some photos have been sent to her and relayed to Highways/the police. Also aggressive behaviour of patrons when asking them to move. Road safety is greatly compromised by this parking, and Mr Haylock's wife has had a few very near misses. Cllr Haslam reiterated that residents should call 101. KH advised he does call, but has to spend up to an hour on hold.</li> <li>• Mr Haylock suggested setting up a Speedwatch group to help reduce vehicle speeding through the village.</li> </ul>	MH MH MH

	<ul style="list-style-type: none"> <li>• Flooding issue of Clanna Rd development: this weekend created an accumulation of run-off water at the bottom of the site, which raised concerns with the parish council and residents. Mr Haylock commented on how interesting the archaeological finds were – from as far back as 7th/8th century. Likely to be a very interesting report as a result of the excavations and will shed light on Alvington's Viking/early medieval past. The structures are likely to be running all the way up the entire field.</li> </ul> <p>John Wood</p> <ul style="list-style-type: none"> <li>• The seat on main road opposite The Row is falling apart: the handrails have fallen off, so it is quite dangerous. Mr Wood suggested that the parish council look at replacing it. Clerk to add this to the November agenda.</li> <li>• Halfway down Swan Hill, there is some debris from a car collision, it seems, which presents a hazard. Clerk to report this to Highways.</li> <li>• Dog bin by churchyard entrance smells very unpleasant, so Mr Wood suggested that the parish council considers resiting it. Clerk to add this matter to the November agenda.</li> </ul>	<p>MH</p> <p>MH</p> <p>MH</p>
<p>5. 075 20/21</p>	<p><b>To receive/note any reports from county and district councillors for the parish</b></p> <p>CCllr Patrick Molyneux gave his report as follows:</p> <ul style="list-style-type: none"> <li>• Covid is having a big effect on education and the economy (his two areas of focus).</li> <li>• There is a 95% attendance rate in schools, and most schools are functioning and doing very well. Some children are isolating as needed.</li> <li>• Economy: There is a tough winter ahead, and winter flu will compound this issue. Gloucestershire has a low instance of Covid cases compared to elsewhere and there are only three people on ventilators in the entire South West region.</li> <li>• Cllr Molyneux noted the issue of speeding as mentioned by parishioners. He advised that Newland are buying vehicle-activated signs which flash up drivers' speeds.</li> <li>• Cllr Molyneux then invited questions. John Wood commented on the parish's 30mph signs being covered in algae, which affects reflectivity.</li> </ul> <p>District Councillor Chris McFarling gave his report as follows:</p> <ul style="list-style-type: none"> <li>• The Cabinet meeting tomorrow will consider the Local Plan, particularly the strategic options: significantly increase the size of the largest settlements and numerous smaller settlements, or build a new settlement. The second option would still include allocating housing to existing settlements but takes the pressure off building on valuable land. The new settlement would likely be built in the north east of district, in the Churcham parish area, with a focus on green infrastructure and sustainability. Alec Davis asked about brownfield sites. Cllr McFarling acknowledged Beachley, but there is the issue of access, and so developments have to include good infrastructure. Cllr Haslam commented that Harbour Road in Lydney, with its old factories and brownfield status, seemed like a good development site.</li> <li>• FoDDC has submitted a response to the white paper from the government regarding changes to the planning system. FoDDC has big concerns about the proposed changes, which he feels has the potential to undermine many things which FoDDC considers of value, including NDPs.</li> <li>• Flooding in Lydney – defences and plans are currently under review. There are evacuation plans in place, and some 150 buildings which could be swept away in the near future. Further improvements could be made by mitigating flooding rather than managing the actual flooding, to prevent some of the</li> </ul>	

	<p>problem. Cllr McFarling is liaising on this, and it applies to Clanna Road in Alvington too.</p> <ul style="list-style-type: none"> <li>• COVID19 – Gloucestershire is gifted with very low figures; there is an increase but it's only a tenth of the increase in the north. The Covid management group is keeping an eye on whether the area will follow suit, and if yes, when that might happen. Cllr McFarling emphasised that we mustn't get complacent. The county community hub has approached local volunteer co-ordinators to establish how many volunteers are still available in case of another lockdown.</li> <li>• Unemployment is an upcoming problem. There has been a spike in claimants for Universal Credit, and with the end of the furlough scheme, about about 40-45% those on furlough may be made redundant, so they will then also be UC claimants. This is not easy to take, given the economic challenges of the Forest. It will be important to look at how we cope with that.</li> <li>• Climate emergency: FoDDC's rapid action plan has been working on formation of a community partnership, which will be looking at how to engage members of the public with making changes including reducing carbon across the district.</li> <li>• Climate Action Day happened today, and the conference delivered to local councils was very interesting and resources will be sent to every parish clerk to look at and refer to and comment. Cllr McFarling encouraged the parish council to consider declaring a climate emergency.</li> </ul>	
<p><b>6. 076 20/21</b></p>	<p><b>Planning</b></p> <p><b>a) To note the result of no objections to the application DF11402 P1388/20/AG: Application for determination as to whether prior approval is required for further details. Court End Farm Court Lane Alvington Prior notification for the erection of an agricultural storage building.</b> Noted.</p> <p><b>b) To note the result of no objections to the application P1380/20/TPO: Bytheoak, 36 Clanna Country Park, Clanna, Alvington. Removal of T5 Chestnut tree at Clanna.</b> Noted.</p> <p><b>c) To note the result of no objections to the application P1409/20/TPO: 10 Clanna Country Park, Clanna, Alvington, Lydney. Crown lift on DFTPO195 at Clanna Park.</b> Noted.</p> <p><b>d) To consider as a consultee the application P0088/20/DISCON: Land Off, Clanna Road, Alvington, Gloucestershire. Discharge of conditions 13 (Scheme of Investigation) and 14 (Land Contamination Assessment) of planning permission P1494/15/OUT (APP/P1616/W16/3153161).</b> Cllr McFarling thanked Alec Davis for sending photos of the site over the weekend after heavy rain. Cllr McFarling observed that the earthworks look more development than archaeological. There is not a valid water management plan in place yet, which is essential prior to development, and the applicant hasn't discharged conditions on S106 monies, and there is no valid drainage plan. Therefore, the applicant is not allowed to start construction yet. Tony Pope (FoDDC case officer) is aware now of the issue and has made it clear to the applicants what must happen. FoDDC has also raised, with the agent, the issue of silt and runoff made worse by removal of topsoil. A drainage plan was due to be received by FoDDC on Monday/Tuesday. Agent reminded about S106 monies. Once the funding has been given, this may enable a grant from Highways to increase the overall pot.</p>	

	<p>It was resolved to submit a response to this application to highlight the importance of the drainage findings within the land contamination assessment and to support the archaeologist's response.</p> <p><b>e) To consider as a consultee the application P1343/20/FUL: Old Garden Bungalow, Clanna Country Park, Alvington, Gloucestershire. Part conversion of an outbuilding for use as holiday accommodation. (Retrospective).</b> No objections to be raised.</p> <p><b>f) To consider as a consultee the application P0089/20/DISCON: Barn 1 &amp; Barn 2 (Land Adjacent Pipers Meadow), Barnage Road, Alvington, Gloucestershire. Discharge of condition 06 (Landscaping), 08 (external lighting), 13 (Operational development) and 14 (external materials) of planning permission P1645/17/FUL.</b> No objections to be raised.</p> <p><b>g) To receive any progress reports on local planning matters.</b></p> <ul style="list-style-type: none"> <li>i. P1205/20/FUL: The Meadows, Clanna Lane, Alvington, Lydney. Erection of a first-floor extension: It was noted that no objections were raised.</li> <li>ii. Walnut Tree Cottage: there appeared to be felling of trees without permission in conservation area. This was reported to Planning Enforcement and is being investigated. Cllr McFarling encouraged photos in future queries as this is really useful for planning enforcement officers.</li> </ul>	<b>MH</b>
<p><b>7. 077 20/21</b></p>	<p><b>Village</b></p> <p><b>a) Noise complaints about motocross event 26-27 September: to discuss and agree any actions.</b> At this point Cllr Haslam absented himself from Zoom, and Cllr Heys chaired the item. Parishioners and councillors identified the following issues:</p> <ol style="list-style-type: none"> <li>1. Noise nuisance</li> <li>2. Public right of way closure without proper communication</li> <li>3. Major earthworks on site without proper permission</li> <li>4. Compliance with COVID-secure practices</li> <li>5. Poor organisation of event compromising safety of parishioners and visitors</li> </ol> <p><u>It was resolved</u> to write to Chris Ball, at the district's environmental regulatory services to express these concerns.</p> <p><b>b) Coronavirus: to receive any updates specific to the parish</b> Cllr Thompson reported that there had been no new referrals and that all was very quiet.</p> <p><b>c) To note any updates on village/parish improvement matters (see meeting pack)</b> Noted.</p> <p><b>d) Allotments: To consider adopting a plotholder agreement and the process for doing so.</b> Clerk to resend a draft plotholder agreement document for consideration. Matter to be added to the November agenda.</p> <p><b>e) To receive any reports on other village matters</b> None.</p>	<b>MH</b>         <b>MH</b>
<p><b>8. 078 20/21</b></p>	<p><b>Sports Field</b></p> <p><b>a) Pavilion project: to receive any updates</b></p>	

	<p>This Thursday at 4pm at the sports field, Cllr Heys will be meeting the architect and Glos Cricket club's local funding agent, to have a discussion about the route forward, and should get some clarity on what Gloucestershire Cricket requires, on what architect needs to do, to enable the best quotes, and signing off of building regulations.</p> <p><b>b) Mowing: to receive any updates including progress on investigating purchase of a replacement mower.</b> The Sports Field Committee met and made a recommendation to the council regarding the suggested mower price. Cllr Heys to circulate to all, and the decision to be taken at the November meeting.</p> <p><b>c) Play equipment repairs and safety improvements: to note any updates</b> Ongoing.</p> <p><b>d) To note successful application for 105 'Working Wood' saplings and to receive an update on planting arrangements</b> A planting event will take place on the final weekend of November, Cllr Heys to convene a working party to clear out some dead ash trees.</p> <p><b>e) To approve the proposed hire of the sports field for monthly amateur astronomy group on a weekday evening (see meeting pack)</b> Accepted. Friday eve is approved. £10 per session agreed.</p> <p><b>f) To receive any reports on other Sports Field matters</b> None.</p>	RH												
<p><b>9. 079 19/20</b></p>	<p><b>Churchyard</b> <b>a) To receive any reports on other churchyard matters</b> None.</p> <p><i>At 9.23 Cllr Haslam, as chair, proposed extension of the meeting by 30 minutes in order to carry out all business. This was agreed unanimously.</i></p>													
<p><b>10. 080 20/21</b></p>	<p><b>Highways</b> <b>a) To receive any updates on Highways matters (see meeting pack)</b> Noted.</p>													
<p><b>11. 081 20/21</b></p>	<p><b>NDP</b> <b>a) To receive an update on the progress of Alvington NDP</b> As before, situation is that it has been approved by FoDDC, now awaiting referendum.</p>													
<p><b>12. 082 20/21</b></p>	<p><b>Finance</b> <b>a) To approve payment of invoices and expenses from the past month.</b> The following payments were approved and BACS payments will be made shortly after the meeting.</p> <table border="1" data-bbox="212 1720 997 2002"> <thead> <tr> <th>TO WHOM</th> <th>DETAILS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Meg Humphries</td> <td>Salary – September 2020</td> <td>391.28</td> </tr> <tr> <td>Merlin Waste</td> <td>Dog Bins: September 2020</td> <td>31.20</td> </tr> <tr> <td>Merlin Waste</td> <td>Dog Bins: Catch-up invoice Aug 2020 (due to the variance between four weeks and 1 month)</td> <td>31.20</td> </tr> </tbody> </table>	TO WHOM	DETAILS	AMOUNT	Meg Humphries	Salary – September 2020	391.28	Merlin Waste	Dog Bins: September 2020	31.20	Merlin Waste	Dog Bins: Catch-up invoice Aug 2020 (due to the variance between four weeks and 1 month)	31.20	
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	<p>Richard Morgan                      Grasscutting:                      222.00  Churchyard July 2020</p> <p>PATA Payroll                      Payroll Services Q2                      23.25</p> <p><b>b) To note the receipt of any income since the last meeting.</b>  Noted as follows.</p> <table border="1" data-bbox="215 387 1066 734"> <thead> <tr> <th>Date received into account</th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>09/09/2020</td> <td>Bank interest</td> <td>0.11</td> </tr> <tr> <td>16/09/2020</td> <td>Sue Howard field hire Aug 2020</td> <td>30.00</td> </tr> <tr> <td>21/09/2020</td> <td>Ellwood FC Field Hire (additional booking)</td> <td>100.00</td> </tr> <tr> <td>23/09/2020</td> <td>Alvington and Woolaston Cricket – Field Hire</td> <td>120.00</td> </tr> <tr> <td>28/09/2020</td> <td>Ellwood FC Field Hire (additional booking)</td> <td>20.00</td> </tr> </tbody> </table> <p><b>c) Audit 19/20: to ratify the change of answer for Assertion 5 of Section 2 from ‘Yes’ to ‘No’. (See meeting pack)</b>  Ratified.</p> <p><b>d) To note the Q2 Financial Reports (Budget Statement and Accounts Statement), and arrangements for signing off of Q2 Internal Controls</b>  CM will do internal controls.</p> <p><b>e) To note and approve the bank reconciliation for Quarter 2 of 2020/21</b>  CM to sign.</p>	Date received into account	Description	Amount	09/09/2020	Bank interest	0.11	16/09/2020	Sue Howard field hire Aug 2020	30.00	21/09/2020	Ellwood FC Field Hire (additional booking)	100.00	23/09/2020	Alvington and Woolaston Cricket – Field Hire	120.00	28/09/2020	Ellwood FC Field Hire (additional booking)	20.00	
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<p><b>13.083 20/21</b></p>	<p><b>To note correspondence for information.</b> Noted.</p>																			
<p><b>14.084 20/21</b></p>	<p><b>Council</b></p> <p><b>a) To receive the Clerk’s Report including request for one week of annual leave w/c 19/10 (balance: 3 weeks remaining of 6-week allowance)</b>  Noted.</p> <p><b>b) Web accessibility compliance: to note the improvements and ratify the accessibility statement as well as approve method for Clerk’s accrued hours due to the project</b>  Noted; ratified unanimously; Clerk to claim 4.5 hours’ overtime for website work.</p> <p><b>c) To receive an update on implementing the process for inspecting council assets</b>  Cllr Thompson advised that she had completed a draft checklist for the Garlands Road play area, and CM has tested it out and that it had worked well.  Cllr Heys advised that on the sports field play park, one of the pillars may have slipped slightly – specifically the pillar to right of the slide. Clerk to request input from supplier. Cllrs Thompson and Miles offered to continue with the checklists for other assets. Clerk to send asset list to Cllr Thompson.</p> <p><b>d) Meeting arrangements: to review the meeting day/time in light of councillor commitments</b>  Cllr Chidley’s job has changed, which means she can no longer attend Wednesday meetings. Cllr Haslam suggested Thursdays, and this works for all councillors, and</p>	<p><b>MH</b></p> <p><b>MH</b></p> <p><b>MH</b></p>																		

the Clerk. Cllr Heys may have governors' meeting at school some dates but this was manageable. It was resolved to change the meeting day to the first Thursday of every month, starting from the December meeting. November meeting to be held on Wednesday.

**e) To receive councillors' reports and items for future agenda**

- Cllr Haslam reported on the AGM of memorial hall committee last month and identified some outstanding processes.
- Cllr Miles will, for personal reasons, be stepping down by the end of 2020. Cllr Haslam expressed huge thanks to Cllr Miles for his input. Cllr Haslam encouraged everyone to approach those who may be interested in becoming a councillor and to get the word out.

**f) To note the date of the next Full Council meeting: Wednesday 4th November 2020, 7.30pm.**

Noted – with the December meeting on **Thursday 3<sup>rd</sup> December** at 7.30pm.

Meeting closed: 9.53 pm

Signed:.....Chairman.

Date:.....