ALVINGTON PARISH COUNCIL Minutes of the meeting held remotely (Zoom) on Wednesday 4th November 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	CCIIr Patrick Molyneux
	Alec Davis	Meg Humphries (Clerk)
	Nick Powell	

No/	Item/Notes	Action
Ref		
1.	To receive apologies for absence	
085	District Councillor Chris McFarling sent his apologies due to a diary clash.	
20/21	Chairman's announcement remediant change of mosting dates from	
2. 086	Chairman's announcement regarding change of meeting dates from December 2020.	
20/21	Cllr Haslam reiterated that, as agreed at the October meeting, parish council	
20/21	meetings would be held on the first Thursday of the month, starting in December,	
	on Thursday 3 rd December (7.30pm, Zoom).	
3.	To note declarations of interest relating to the agenda.	
087	Cllr Haslam declared an interest relating to Item 8a, regarding motocross	
20/21	complaints, due to a friendship with the landowner.	
4.	To approve the accuracy of the draft minutes of the Full Council Meeting on	
088	07.10.20.	
20/21	Approved unanimously; to be signed by Cllr Haslam.	
5. 089	Public forum. Alec Davis:	
20/21	 Please could the village character appraisal be added to the parish website 	
20/21	and publicised on Facebook.	
	 Hedge alongside the footpath from the petrol station to Aylburton – hedge is 	
	overgrown and means pedestrians have to walk very close to the road.	
	Public rights of way FAL 13 and 14 need attention. Cllr Haslam confirmed	
	that these are in progress (GCC).	
	• Japanese knotweed hasn't been dealt with yet; Cllr Haslam confirmed that it	
	had been reported to Highways.	
	 Cricket Club 100 club – could this be promoted more? 	
	 Footpath on Garlands Road – Highways have marked it up for some work. 	
	 Missing churchyard memorial – following this potentially being spotted in a 	
	property for sale, Toby Catchpole (GCC Heritage Team Leader) suggested	
6	visiting the property.	
6. 090	To receive/note any reports from county and district councillors for the parish.	
20/21	County Councillor Patrick Molyneux delivered updates as follows.	
20/21	Lockdown: Education remaining open is the major difference between the	
	first and second lockdowns. GCC is supporting schools in this, and Cllr	
	Molyneux considers it vitally important for many reasons.	
	Adult education – 50% of provision is already online. Lockdown will mean	
	that face-to-face delivery will stop, but GCC is trying to ramp up the online	
	provision.	

	 GCC is striving to keep services open while keeping them safe. Mark Harper voted against the lockdown today in today's Parliament vote, likely due to the Forest of Dean's relatively low level of infection. Cllr Molyneux urged the parish council to think about contacting vulnerable people again, to protect them from isolation. At this point Cllr Molyneux invited questions, and there was a discussion about the pros and cons of keeping universities open, and on the efficacy of England's test and trace. District Councillor McFarling sent a report via email, as follows. Firstly apologies for absence but I've got a four way clash tonight and have had to prioritise. You will know that Laurence and I are pursuing Severn Trent Water for engagement in the sewerage discharge issue at Mrs Higgs. We've extended the deadline until 13th November and will react after that directly with the water consumer board and STW as necessary. 	
	 I am liaising with Tony Pope on the Clanna Road development and there are a number of issues that we are waiting for the developer to put out including the drainage plans, the S106 monies and the pre-construction surface water management plan. I hope to engage through Laurence with the LLFA at County as they need to involve themselves in the flooding issues at Clanna before they get out of hand. As soon as we have positive movement from the developer/applicant agent I shall let you know, but don't hold your breath on this one. I have helped facilitate access to the Local Plan Consultation (preferred option) on the FoDDC website. Use the search bar and put in LP consultation and it should take you to the site. Please contribute if you can. We begin a lockdown from midnight tonight, so stay safe and look after those in need please. Any issues which you feel I can help with please don't hesitate to 	
7. 091 20/21	 contact/email me. Planning a) To note and consider the FoDDC Local Plan Preferred Option consultation Noted. There was a discussion regarding the potential impact of the options on the parish. Cllr Heys intends to review the document and email his thoughts to other members for reflection. b) To receive any progress reports on local planning matters. i) The Clerk advised that she had very recently been sent information on the Chepstow Transport Plan, with a response deadline of 13th December. This includes two options for a Chepstow bypass. Response to be agreed via email. 	
8. 092 20/21	 ii) Cross Stores – the planning application refusal is being appealed, and the parish council can write further comments to the appeal judge. Cllr Heys proposed his drafted a response, which reflects the comments made previously by the parish council, and it was agreed to base the council's comment on this. Cllr Haslam suggested that the NDP can be used, as this has been accepted by FoDDC full council; the section on open spaces would be particularly relevant. Village a) Noise complaints/other concerns about motocross event 26-27 September: to note the response from ERS (as circulated) and consider further actions. 	

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9. 093 19/20	 Clir Haslam absented himself from the discussions due to having an interest in this matter (see item 3); Clir Heys chaired this item, starting by relaying the response from ERS to the council's letter on the matter. It was agreed for the Clerk to: Contact Jeff Wheeler re public rights of way concerns. Contact Planning Enforcement to ask what actions are being / will be taken Send concerns to ERS@publicagroup with 'Covid 19 Compliance Query' in subject line to raise this specific issue with the right segment of ERS. Add this issue as an agenda item for the February meeting. Contact Chris Ball (of ERS) mid-January in order to have an update in time for the February meeting. Email the complainants advising of actions, and advise that this will be revisited in the February meeting. b) Coronavirus: to receive any updates specific to the parish. Clir Thompson advised that volunteers are still available for any requests for help. c) To note any updates on village/parish improvement matters (see meeting pack). All noted.Regarding Highways' ownership. d) Allotments: To consider the draft plotholder agreement (see meeting pack). It was agreed to add some more specific wording about avoiding times where people were most likely to be drying washing/enjoying their outdoor spaces. Clerk has yet to contact Gary Collier regarding the allotment savings account. e) To receive any reports on other village matters. None. 	MH MH MH MH MH
	Gloucestershire Cricket. Funding will not be available until 2021, which sets the project back somewhat, but the meeting was productive, and Eric described similar	
	projects which he had been involved with. Chris discussed with the meeting the	
	different models of proceeding. The next step in the project is outside the budget currently available, though some funding is hopefully in the pipeline in the form of	
	grants from REACR (decision expected November), and the GPFA grants fund.	
	These small funds will keep the project ticking over for now until larger funding sources can be sought next year. Clir Heys will be meeting the architect for further	
	discussions as soon as possible. Nick Powell added that Gloucestershire Cricket can't give a time or date on when	
	funding will once again become available but they hope to reopen in	
	February/March, so funding may be available shortly after. b) Mowing: to receive any updates including replacement mower purchase.	
	Clir Haslam reported that the NDP expenditure was completed, and there are	
	excess funds, which can now be assigned to the mower purchase. The Sports Field	
	committee had recommended an offer of £2,500 was made for the purchase of the second-hand mower, and funds to cover this amount had been identified by the	
	Clerk, Cllr Heys and Cllr Haslam. Nick Powell reported that one benefit of the replacement mower was its ability to	
	collect the clippings, although careful thought was needed on where to pile the	
	clippings. Cllr Heys to meet with Nick to consider location. c) Play equipment repairs and safety improvements: to note any updates.	RH
	Cllr Heys suggested carrying these out in early 2021 as non-urgent.	
	d) Woodland Trust tree pack: to receive an update on planting arrangements.	
	It was agreed to move the tree-planting event to Saturday 5th December, although it was acknowledged that this would possibly need to be moved due to Covid	
	restrictions. Clerk to make a poster advertising the event.	MH
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	e) To receive any reports on other Sports Field matters.	
	Cllr Heys reported that the gate closing and opening routine had been generally	
	uneventful. The gatepost has once again been knocked – but the other way this	
	time, so the post was now more upright than before, and still perfectly functional.	
10.	Churchyard	
094	a) To consider arrangements for a memorial safety inspection in late	
20/21	2020/early 2021. Cllr Heys will arrange to do this with Sue Rickards, church	
	warden.	
	b) To receive any reports on other churchyard matters. The gate by the hall	
	needs a repair, where a metal bracket has broken. Cllr Heys is attempting to source	
	a new part and Cllr Haslam intends to attempt a repair.	
11.	Highways	
095	a) To receive any updates on Highways matters (see meeting pack)	
20/21	Noted, and the following matters were raised.	
	 Highways cleaned some drains on Clanna – some not all – this week. 	
	 Knapp Lane resurfacing: CCIIr Molyneux suggested highlighting it for his 	
	discretionary Highways allowance for 21-22. Clerk to report potholes at lower	МН
	end of Knapp Lane.	-
	 Antisocial parking on Clanna Road: Keith Haylock emphasised the issue 	
	inherent in taking photos of parking if car owner present: potential verbal and	
	physical abuse.	
	 Clerk to chase up Highways regarding dealing with Japanese knotweed. 	
12.	NDP	
096	a) To receive an update on the progress of Alvington NDP.	
20/21		
_0/_1	Ongoing.	
13.	Finance	
097	a) To approve payment of invoices and expenses from the past month.	
20/21	TO WHOM DETAILS AMOUNT	
	Meg HumphriesSalary - October 2020 + overtime for web accessibility work344.94Richard MorganGrasscutting: Churchyard October 2020222.00	
	Merlin Waste Dog Bins: October 2020 33.80	
	PKF Littlejohn External Audit/AGAR 2019-20 240.00	
	Clirs Miles and Thompson to authorise BACS payments.	CM/GT
	b) To ratify the payments made to Richard Morgan (£222.00) and PATA	
	(£23.25) from October, which appeared on the October payment schedule but	
	not on the October agenda. Ratified.	
	c) To note the receipt of income received since the last meeting. Noted. These	
	included £250 pavilion donation from John Wintour. Clerk to send a note of thanks.	MH
	d) Audit 19/20: to note the completion of the external audit 2019-20 including	
	the Notice of Completion and the now completed Section 3 of the AGAR.	
	Noted.	
	e) To receive and note a report on Internal Controls inspection from Cllr Chris	
	Miles. Cllr Miles found that some data required to verify the figures was not included in the fields of the documents. He is working with the Clerk to resolve	
	these. Regarding the internal controls checklist, some criteria are difficult to tick	
	'yes' for, due to Covid restrictions so Cllr Miles will add a note for these.	
	f) Online banking: to note any progress on online banking outborisation	
	f) Online banking: to note any progress on online banking authorisation	
	access for all councillors. Cllr Haslam has now fully signed up for internet	
		LC/RH

	 g) Budget 2021-22: To consider an initial draft budget with a view to finalising at the December meeting. Noted. RH had suggested building up a ringfenced budget for tree works, putting £300 into the pavilion fund, and budgeting for land registry costs next year. 	
14. 098 20/21	To note correspondence for information. Noted.	
15. 099 20/21	 Council a) To receive the Clerk's Report. Noted. b) To receive an update on asset inspection process. The bench by the garage is in need of repairs, as noted at the October meeting. Cllr Haslam will looked at it, and actions to be decided. c) To receive councillors' reports and items for future agenda. Cllr Heys brought to the meeting's attention that there is a consultation on which additional services are most desired in new hospital at Cinderford. Cllr Heys queried whether the parish council usually laid a wreath for Remembrance. It was agreed to purchase a wreath at £25 for Remembrance this year. d) To note the date of the next Full Council meeting: Thursday 3rd December 2020, 7.30pm. 	АН

Meeting closed: 9.29 pm

Signed:.....Chairman.

Date:....