

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
 Alec Davis
 Nick Powell

CCllr Patrick Molyneux
 Meg Humphries (Clerk)

No/ Ref	Item/Notes	Action
1. 085 20/21	To receive apologies for absence District Councillor Chris McFarling sent his apologies due to a diary clash.	
2. 086 20/21	Chairman's announcement regarding change of meeting dates from December 2020. Cllr Haslam reiterated that, as agreed at the October meeting, parish council meetings would be held on the first Thursday of the month, starting in December, on Thursday 3 rd December (7.30pm, Zoom).	
3. 087 20/21	To note declarations of interest relating to the agenda. Cllr Haslam declared an interest relating to Item 8a, regarding motocross complaints, due to a friendship with the landowner.	
4. 088 20/21	To approve the accuracy of the draft minutes of the Full Council Meeting on 07.10.20. Approved unanimously; to be signed by Cllr Haslam.	
5. 089 20/21	Public forum. Alec Davis: <ul style="list-style-type: none"> • Please could the village character appraisal be added to the parish website 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 visiting the property. 	
6. 090 20/21	To receive/note any reports from county and district councillors for the parish. County Councillor Patrick Molyneux delivered updates as follows. <ul style="list-style-type: none"> • 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. 	

	<ul style="list-style-type: none"> • 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. <p>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.</p> <p>District Councillor McFarling sent a report via email, as follows.</p> <ul style="list-style-type: none"> • 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 contact/email me. 	
<p>7. 091 20/21</p>	<p>Planning</p> <p>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.</p> <p>b) To receive any progress reports on local planning matters.</p> <p>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.</p> <p>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.</p>	
<p>8. 092 20/21</p>	<p>Village</p> <p>a) Noise complaints/other concerns about motocross event 26-27 September: to note the response from ERS (as circulated) and consider further actions.</p>	

	<p>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.</p>																
10.094 20/21	<p>Churchyard a) To consider arrangements for a memorial safety inspection in late 2020/early 2021. Cllr Heys will arrange to do this with Sue Rickards, church warden.</p> <p>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.</p>																
11.095 20/21	<p>Highways a) To receive any updates on Highways matters (see meeting pack) Noted, and the following matters were raised.</p> <ul style="list-style-type: none"> • Highways cleaned some drains on Clanna – some not all – this week. • Knapp Lane resurfacing: CCllr Molyneux suggested highlighting it for his discretionary Highways allowance for 21-22. Clerk to report potholes at lower 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. 	MH															
12.096 20/21	<p>NDP a) To receive an update on the progress of Alvington NDP. Ongoing.</p>																
13.097 20/21	<p>Finance a) To approve payment of invoices and expenses from the past month.</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 2020 + overtime for web accessibility work</td> <td>344.94</td> </tr> <tr> <td>Richard Morgan</td> <td>Grasscutting: Churchyard October 2020</td> <td>222.00</td> </tr> <tr> <td>Merlin Waste</td> <td>Dog Bins: October 2020</td> <td>33.80</td> </tr> <tr> <td>PKF Littlejohn</td> <td>External Audit/AGAR 2019-20</td> <td>240.00</td> </tr> </tbody> </table> <p>Cllrs Miles and Thompson to authorise BACS payments.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>f) Online banking: to note any progress on online banking authorisation access for all councillors. Cllr Haslam has now fully signed up for internet banking to enable him to authorise future payments. Cllrs Chidley and Heys to apply for internet banking as soon as possible.</p>	TO WHOM	DETAILS	AMOUNT	Meg Humphries	Salary – October 2020 + overtime for web accessibility work	344.94	Richard Morgan	Grasscutting: Churchyard October 2020	222.00	Merlin Waste	Dog Bins: October 2020	33.80	PKF Littlejohn	External Audit/AGAR 2019-20	240.00	<p>CM/GT</p> <p>MH</p> <p>LC/RH</p>
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	<p>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.</p>	
14.098 20/21	<p>To note correspondence for information. Noted.</p>	
15.099 20/21	<p>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 look at it, and actions to be decided. c) To receive councillors’ reports and items for future agenda.</p> <ul style="list-style-type: none"> • 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. <p>d) To note the date of the next Full Council meeting: <u>Thursday</u> 3rd December 2020, 7.30pm.</p>	AH

Meeting closed: 9.29 pm

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