

ALVINGTON PARISH COUNCIL

3rd April 2022

To all members of the Council

You are hereby summoned to participate in the Council Meeting of Alvington Parish Council as detailed below to transact the following business. **N.B.: Further information on certain items is contained in the [meeting pack](#), as indicated below.**



Meg Humphries, Clerk to the Council

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime and Disorder, Health and Safety and Human Rights.

Agenda: Full Council Meeting, Thursday 7th April 2022, 7.30 pm Alvington Memorial Hall

1. To receive apologies for absence.
2. To note any declarations of interest relating to the agenda.
3. To approve the accuracy of the [draft minutes of the Full Council Meeting on 03.03.22](#).
4. Public forum.
5. To receive/note any reports from county and district councillors for the parish.
6. Planning.
 - a) To consider: [P0340/22/FUL](#): Alderbrook, Lower Common, Aylburton, Lydney. Erection of an attached double garage/workshop and erection of part two storey, part single storey rear extension with associated works. Demolition of existing single detached garage, single storey rear extension and removal of part of existing driveway.
 - b) To consider: [P0365/22/FUL](#) Walnut Tree Cottage, Main Road, Alvington, Gloucestershire. Variation of condition 02 (approved plans) to planning permission P0002/18/FUL to allow for revised elevation design.
 - c) To receive any other planning updates.
7. Village.
 - a) To note updates on village/parish improvement matters (see [meeting pack](#)).
 - b) Housing needs
 - c) Platinum Jubilee event
8. Sports Field.
 - a) Pavilion: to receive any updates.
 - b) Events for 2022: any updates on the Jubilee celebrations and Summer Fun.
 - c) Play equipment: to receive updates on repairs.
 - d) To receive any other reports on the sports field.
9. Churchyard.
 - a) To receive updates on any churchyard matters.
10. Highways.
 - a) Pedestrian crossing: to receive any updates.
 - b) To note any updates on Highways matters (see [meeting pack](#)).
11. Finance.
 - a) To approve the payment of [invoices for April 2022](#):

Recipient	Details	Amount
M Humphries	Clerk Pay March 2022	295.08
Merlin Waste	Dog Bins March 2022	47.67

PATA Payroll	Payroll services Q4 21/22	23.85
Signomatic	Sports Field signage	165.88
GAPTC	Annual membership subs	164.65
GAPTC	Internal Audit	175.00
TrunkArb	Stump Grinding, Sports Field	240.00

b) To note the receipt of [income received since the last meeting](#).

Date	Details	Amount
09/03/2022	Bank interest	0.10
10/03/2022	VAT reclaim payment	228.75

c) Online banking: to receive any updates.

d) To confirm the completion of Internal Controls checks for Quarter 1 (retrospective).

e) To confirm the completion of Internal Controls checks for Quarter 2 (retrospective).

f) To confirm the completion of Internal Controls checks for Quarter 3.

g) To note the [2021-22 Q4 Bank Reconciliation](#).

h) To note the [2021-22 Q4 Budget Report](#).

i) To note the Year End Budget Statements: [Income](#) and [Expenditure](#).

j) To note the [Year End Accounts Statement](#).

k) To note the provisional [Year End Reserves Report](#).

l) To note the completion of the VAT return for March 2021 to March 2022.

12. Annual Governance and Accountability Return 2021-22: To note the Annual Internal Audit Report, completed by GAPTC.

13. Annual Governance and Accountability Return 2021-22: To note the Internal Audit remarks and advice.

14. Annual Governance and Accountability Return 2021-22: To certify the council as exempt from an external audit due to both income and expenditure being under £25,000 for 2020-2021.

15. To note [correspondence for information](#).

16. Council

a) To receive the [Clerk's Report](#) including considering pay uplift for the civic year 2022/2023.

b) Parish assets inspection: to receive an update.

c) To receive councillors' reports and items for future agendas.

d) To note the date of the next council meeting: Thursday 5th May 2022, 7.30 pm at Alvington Memorial Hall.