

ALVINGTON PARISH COUNCIL

Minutes of the meeting held on Thursday 7th April 2022, 7.30 p.m. at Alvington Memorial Hall

PRESENT: Cllr Alan Haslam (Chairman)
 Cllr Richard Heys (Vice-Chair) (from item 5)
 Cllr Gail Thompson
 Cllr Nick Powell
 Cllr Nathan Burlton

ATTENDING: Meg Humphries (Clerk); J Wood; L George; M Truman;
 A Davis; K Guest; L Garside; M Harris; Chris McFarling
 (representative, FoDDC and GCC) and two other
 members of the public.

| No/Ref | Item/Notes | Action |
|--------------------|---|--------|
| 1. 001 22/23 | To receive apologies for absence. None. | |
| 2. 002 22/23 | To note any declarations of interest relating to the agenda. | |
| 3. 003 22/23 | To approve the accuracy of the draft minutes of the Full Council Meeting on 03.03.22. Approved; signed by Cllr Haslam. | |
| 4. 004 22/23 | <p>Public forum. The following matters were raised by various members of the public:</p> <ul style="list-style-type: none"> • Clanna Lane sign is still down and needs re-erecting. • Severe Tudor Cottages sewage overflow event which does not match rainfall. Severn Trent Water is visiting the area next week to investigate. • Concerns about homes flooding due to construction nearby. • Mobile phone signal – poor quality. • Clanna site – weekend construction (breach of agreed conditions). • Garlands Road – overgrown trees; Two Rivers advises they are the tenant's responsibility but this is not feasible. • Seconded Mr Davis's request to contact Two Rivers to ask for them to take action on the trees. • Obstructive parking on and near Garlands Road by construction crew – making parking difficult for visitors and residents. • Query on Garlands Road play area boundary. • Suggestion for allotments to become a play area for ball games; allotments to move to a different area. • Inaccessible section of the walk to Woolaston Primary School: muddy/overgrown. Cllr Heys to relay this to Woolaston Parish Council. • The suggestion of establishing a 'womble' team to pick up litter. It was noted that individuals currently do this ad hoc. | |
| 5. 005 22/23 | <p>To receive/note any reports from county and district councillors for the parish. Cllr Chris McFarling (who is both district and county councillor) reported on the following.</p> | |

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| | <ul style="list-style-type: none"> • Environmental health visited the Clanna development site and received assurances that noise pollution would be reduced where possible. Officers also reminded the crew management that they can't work on weekends. • Sewage overflow: Severn Trent will put flow meters/flow valves to check where there are cross-connections that need addressing. Some local groups are looking at discharge from pumping stations into rivers. A consultation on sewage discharge into rivers is now live. • Village road crossing: Cllr McFarling will follow up with the senior highways officer, whose response is long overdue. • GCC is accelerating the accommodation of guests from Ukraine. FoDDC's role is checking the accommodation, vetting sponsors and looking after payments to hosts. Schools working to accommodate guest children. • Highways Local Fund – Cllr McFarling thanked the parish council for suggestions on how to spend Highways funding in the parish. <p><i>20.12 Cllr Heys entered the meeting.</i> Cllr Haslam thanked Cllr McFarling for his help with many of the key parish issues.</p> | |
| <p>6. 006 22/23</p> | <p>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. No objections. 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. It was agreed to object because 1) the proposed frontage and entrance are at odds with the conservation area and 2) the double-height frontage is not suited to the conservation area, as set out in the NDP. Response to also cover observations of several planning breaches currently occurring at the property. c) To receive any other planning updates. A boundary wall on Knapp Lane appears higher than permitted in the context. Clerk to raise the council's concerns with Planning.</p> | <p>MH</p> |
| <p>7. 007 22/23</p> | <p>Village. a) To note updates on village/parish improvement matters. The contents of the meeting pack were noted. It was also noted that there had been very good progress on public rights of way in the parish lately, and members of the public and members of the council expressed their appreciation. b) Housing needs. It was agreed to offer a slot at the 5th May Full Council for GRCC to present options following the housing needs survey. c) Platinum Jubilee event. Planning is underway, with food and music soon to be secured.</p> | |
| <p>8. 008 22/23</p> | <p>Sports Field a) Pavilion: to receive any updates. Cllr Heys gave an update that covered the latest news on plans, funding and partnerships. The architect's revised plans are expected next week. b) Events for 2022: any updates on the Jubilee celebrations and Summer Fun. The Jubilee event is covered above in item 7c. Regarding the fun day, Cllr Heys has invited all stallholders from 2021. The council has applied for Build Back Better funding to cover some fun day costs. c) Play equipment: to receive updates on repairs. It was noted that some repairs were still required. It was also noted that the Trim</p> | |

| | Trail will need moving before pavilion construction is underway. It will need to be reconditioned and repaired before being reinstated. d) To receive any other reports on the sports field. The wall is now repaired. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|------------------------------|--|---|---------|--------|-------------|----------------------|--------|--------------|---------------------|-------|--------------|---------------------------|-------|------------|----------------------|--------|-------|------------------------|--------|-------|----------------|--------|----------|------------------------------|--------|------|---------|--------|------------|---------------|------|------------|---------------------|--------|--|
| 09 009 22/23 | Churchyard. a) To receive updates on any churchyard matters. The Clerk advised that the grass cutting would be commencing soon. John Wood expressed his thanks to all who worked in the churchyard recently to clear overgrowth and tidy up. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10. 010 22/23 | Highways a) Pedestrian crossing: to receive any updates. Cllr Heys has been in regular contact with the developer regarding their commitments. The parish council has submitted a funding application to Cllr McFarling regarding the road crossing. b) To note any updates on Highways matters. Updates in the meeting pack were noted, with the following additional points raised: • Highways' TRO team are re-examining the plan for double yellow lines based on a query from the parish council. • Clerk to follow up with Highways (and copy in Cllr McFarling) to confirm the inclusion of the Sandford Ponds area of Japanese knotweed. • Clerk to follow up with Highways to ask for a visit to the Clanna crossroads drainage issue (Cllr Powell to meet officer on site to explain the issue). • Deep pothole between Beanhill and Clanna Country Park, near the verge. Clerk to report to Highways. | MH MH MH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11. 011 22/23 | Finance a) To approve the payment of invoices for April 2022. Approved as follows. <table border="1"> <thead> <tr> <th>Recipient</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>M Humphries</td> <td>Clerk Pay March 2022</td> <td>295.08</td> </tr> <tr> <td>Merlin Waste</td> <td>Dog Bins March 2022</td> <td>47.67</td> </tr> <tr> <td>PATA Payroll</td> <td>Payroll services Q4 21/22</td> <td>23.85</td> </tr> <tr> <td>Signomatic</td> <td>Sports Field signage</td> <td>165.88</td> </tr> <tr> <td>GAPTC</td> <td>Annual membership subs</td> <td>164.65</td> </tr> <tr> <td>GAPTC</td> <td>Internal Audit</td> <td>175.00</td> </tr> <tr> <td>TrunkArb</td> <td>Stump Grinding, Sports Field</td> <td>240.00</td> </tr> </tbody> </table> b) To note the receipt of income received since the last meeting. Noted as follows. <table border="1"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>09/03/2022</td> <td>Bank interest</td> <td>0.10</td> </tr> <tr> <td>10/03/2022</td> <td>VAT reclaim payment</td> <td>228.75</td> </tr> </tbody> </table> c) Online banking: to receive any updates. The Clerk continues to set up access and authority for Cllrs Powell and Burlton. d) To confirm the completion of Internal Controls checks for Quarter 1 (retrospective). Confirmed. e) To confirm the completion of Internal Controls checks for Quarter 2. Cllr Thompson confirmed that the checks had been carried out and everything was in order. f) To confirm the completion of Internal Controls checks for Quarter 3. Correction: the checks for Quarter 3 will be carried out shortly. | 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 | Date | Details | Amount | 09/03/2022 | Bank interest | 0.10 | 10/03/2022 | VAT reclaim payment | 228.75 | |
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| | <p>g) To note the 2021-22 Q4 Bank Reconciliation. Noted.</p> <p>h) To note the 2021-22 Q4 Budget Report. Noted. Cllr Heys flagged up that next year it would be good to 'freeze' the precept if possible due to the cost of living crisis.</p> <p>i) To note the Year-End Budget Statements: Income and Expenditure. Noted.</p> <p>j) To note the Year End Accounts Statement. Noted.</p> <p>k) To note the provisional Year-End Reserves Report. Noted.</p> <p>l) To note the completion of the VAT return for March 2021 to March 2022. Noted.</p> | |
| 12.012 22/23 | 12. 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. Certified. | |
| 13.013 22/23 | 13. Annual Governance and Accountability Return 2021-22: To note the Annual Internal Audit Report, completed by GAPTC. Noted. | |
| 14.014 22/23 | 14. Annual Governance and Accountability Return 2021-22: To note the Internal Audit remarks and advice. Noted. | |
| 15.015 22/23 | 15. To note correspondence for information. Noted. The Clerk advised of some late correspondence requesting to cut back the churchyard yew tree to safeguard donkeys grazing in the neighbouring field. It was agreed to grant permission on the condition that the pruning maintains the shape and health of the tree. | |
| 16.016 22/23 | <p>16. Council</p> <p>a) To receive the Clerk's Report including considering pay uplift for the civic year 2022/2023. Approved. Clerk's Report noted.</p> <p>b) Parish assets inspection: to receive an update. Cllr Thompson advised that she had carried this out in full. Cllr Haslam thanked her. The need for several repairs was noted.</p> <p>c) To receive councillors' reports and items for future agendas.</p> <ul style="list-style-type: none"> • Cllr Thompson proposed that the council write in support of improvements to Woolaston skate park; agreed unanimously. • Cllr Heys reported that the governors of Woolaston Primary School had now voted (following consultation) to proceed with federating with Tutshill. • Cllr Powell relayed the concerns of a parishioner about horses/riders from the trekking centre walking down the middle of the lanes. Clerk to write to the owner to highlight safe practices. <p>d) To note the date of the next council meeting: Thursday 5th May 2022, 7.30 pm at Alvington Memorial Hall. Noted.</p> | MH |

Meeting closed: 9.28 p.m.

Signed:..... (Chairman)

Date:.....