

ALVINGTON PARISH COUNCIL

Minutes of the meeting held Thursday 6th July 2023, directly, Alvington Memorial Hall

MEMBERS PRESENT: Cllr Richard Heys (Chairman)
 Cllr Gail Thompson (Vice Chair)
 Cllr Nick Powell
 Cllr Nathan Burlton
 Cllr Rachel Macharg, co-opted in item 4.

ATTENDING: Alec Davis, Alex Turner, Tim Kearsey, Esther Kearsey,
 Chris Shill, Jen Bates, Cllr Chris McFarling (District and
 County Councillor), Meg Humphries (Clerk)

| Min. Ref | Item and details | Action |
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| 046. 23/24 | 1. To receive apologies for absence. None. | |
| 047. 23/24 | 2. To note any declarations of interest relating to the agenda. None. | |
| 048. 23/24 | 3. To approve the accuracy of the draft minutes of the Full Council Meeting on 01.06.23. Approved unanimously, signed by Cllr Heys. | |
| 049. 23/24 | <p>4. To co-opt a councillor to fill the existing vacancy.</p> <p>Two applications were received, both very high quality. Having considered both, the council co-opted Rachel Macharg as a councillor. Cllr Macharg signed the Declaration of Acceptance of Office, which was then signed by the Clerk.</p> <p>Members considered that it would be beneficial to have a sixth councillor so it was agreed to look into this possibility. Reasons to support the expansion were noted as: The village been growing in population and dwelling number, plus the scope of activities would seem to merit a sixth member. Cllr McFarling offered to write a letter of support. The Clerk will progress this.</p> | |
| 050. 23/24 | <p>5. Public forum.</p> <p>Alec Davis raised numerous concerns as follows:</p> <ul style="list-style-type: none"> • Clanna Road Appearance: Mr Davis reported a significant decline in the appearance of Clanna Road: <ul style="list-style-type: none"> ○ 2RH haven't cut grass since moving in. ○ The entire road is in a poor condition with dirt, rubbish, and gravel. ○ Sweeper is unable to clean the road properly due to parked cars. • A new wastebin has been installed on Clanna straight. This area has faced longstanding issues with rubbish accumulation. • The post box located at the bottom of Colliers pitch has disappeared again. • Mr Davis asked Cllr McFarling about any updates regarding the kissing gates. Cllr McFarling advised that most of the proposed kissing gates have been completed. He added that some gates require Jeff Wheeler (area PROW officer) to coordinate with Network Rail for clearance and are currently in progress. Mr Davis advised that he would provide Cllr McFarling with a revised 'wishlist' of kissing gate locations for Cllr McFarling to verify with Jeff Wheeler. • Mr Davis contacted GCC Highways regarding the 'mystery live cable' in a layby on Clanna. GCC stated they are looking into it and will fix it. However, the cable remains untouched (although a nearby pothole was filled). Cllr | |

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| | <p>McFarling advised that he couldn't determine the responsible party and would continue investigating.</p> <ul style="list-style-type: none"> • Mr Davis reported the blocked drain near the Globe Inn three weeks ago, and the Highways is currently investigating. • Approximately four or five months ago, a BT manhole cover opposite the speed camera was damaged by lorries. Cllr Burlton advised he would follow up with Openreach to address the issue. • Double Yellow Lines: Progress has been noted in the process of implementing double yellow lines. Mr Davis suggested that the Parish Council should write a letter of support in response to the latest consultation. | |
| <p>051. 23/24</p> | <p>6. To receive/note any reports from the county and district councillors for the parish.</p> <p>Cllr McFarling (District & County Councillor) gave his report, summarised as follows.</p> <p>1. District Council</p> <p>The agenda for next week's FoDDC cabinet meeting was available online. Cllr McFarling welcomed anyone to put forward public questions or speak to him in the interim. People are welcome to attend in person at the council offices.</p> <p>2. GCC Full Council Meeting:</p> <p>At the recent GCC Full Council meeting held on 28th May, the following two motions were discussed:</p> <ul style="list-style-type: none"> • Declaring a Roads Emergency: Asking the government for more funding to fill potholes (Approved with numerous unacceptable amendments). • Carbon assessments for mineral extraction applications: Asking the government to include carbon footprint calculations as a requirement in the NPPF for quarry applications (Approved with minor acceptable amendments). <p>The following motions were timed out and not discussed:</p> <ul style="list-style-type: none"> • Fostering motion: Asking county councillors as corporate parents to help share information on foster carer recruitment across all GCC networks to ensure countywide awareness. • Refugee motion: To set up a thank-you event for hosts and organizations that made the county welcoming to refugees. • Flooding: Asking the Council to convene an urgent summit for all agencies responsible for flood prevention and resilience. • Hunting with dogs on council land: To ban trail hunting, exempt hunting, and hound exercise and hunt meets on council land where legally possible. <p>3. Highways - General</p> <p>Cllr McFarling advised that Highways is working to catch up on road and pothole repairs following the impact of last winter on the network. GCC has received additional central government funding for pothole repair. Repair prioritization is based on safety, addressing the most dangerous potholes first.</p> <p>Cllr McFarling wants to see more flexibility in pothole repairs, allowing for multiple repairs in the same visit if they are close to the dangerous depth threshold.</p> | |

He is collaborating with Nathan Choat, the Local Highways Manager, and Jeff Wheeler, the Public Rights of Way Officer, to identify parish priorities and address them through the Highways Local Fund.

Cllr McFarling encouraged people to contact him directly with any highways and footpaths issues in addition to reporting them through the Highways Report It website.

4. Local Highways Issues

- Garlands Road (pavement) refurbishment: The first phase is scheduled for this year, with a funding allocation of £7,500 from the Highways Local Fund.
- TRO Double Yellow lines on Clanna Road: The proposal is currently open for public consultation.
- Knotweed eradication via injection: Cost estimates are awaited for each site in his ward.
- Swan Hill: Scheduled for pothole fund patching; the timing of the works is being determined.
- Clanna Lane culvert: The culvert has been cleared*
- Pavement from Swan Inn up towards Woolaston: Awaiting assessment.
- Court Lane: Safety inspection completed; larger patching may require Highways Local Fund allocation for next year.
- Malthouse Close: The requested job should be completed.
- Garlands Road white lines: Cllr McFarling is following up on implementation and has suggested using longer-lasting paint.

Cllr McFarling encouraged parishioners to reach out to him for assistance. Contact details: chris.mcfarling@gloucestershire.gov.uk or (01594) 5312255 (answerphone).

*Cllr Powell clarified that he clears the blocked drain on Clanna straight about every week. He highlighted that the drain was installed in the wrong place and the parish council has been trying to resolve this for two years.

Cllr McFarling also reported that Laurence King (Senior Flood Engineer) would be visiting Bloomery Court in next couple of weeks. He's already identified a few potentially significant issues.

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23/24

7. Planning.

a) To receive any planning updates.

One planning application was received in between meetings, as follows:

P0806/23/TCA: Ordnance Cottage Main Road Alvington: T2 Conifer - fell to prevent conflict with building and footpath/road. T1 Scots Pine - fell (permission granted to fell as part of full planning application P0087/17/FUL). Replanting to be for T1 as per planning consent referenced above, T2 a fruit tree to fit in with development outlined in planning consent above.

Due to time constraints a consensus of 'no objection' was reached prior to the meeting. It was also agreed to raise concerns about the risks of working in close proximity to Japanese knotweed and encouraging proper practices to avoid spread. Cllr Heys reported that he'd spoken to the landowner, who advised that the knotweed has been treated thoroughly for the past three years, including very recently.

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| <p>053. 23/24</p> | <p>8. Village.</p> <p>a) To review allotment arrangements and terms.</p> <ul style="list-style-type: none"> • Esther and Tim Kearsy were welcomed to the meeting in the capacity of allotment holder representatives. • Water supply: Tim raised the issue of the lack of running water at the allotments. The water supply relies on ICBs, which are filled by a nearby neighbour. Cllrs Heys and Powell offered to explore potential solutions to address the water issue. • Plot vacancies: There is currently a vacant plot available at the allotments. Currently there is no formal waiting list; usually, someone interested in a plot approaches an existing plot holder. The site has 10 half plots. It was agreed that the Parish Council could manage the waiting list for the allotments, and the plot holders would advise the council when a vacancy arose. • Allotment path maintenance: Esther asked about the possibility of cutting the allotment path. Action Item: Ask Richard Morgan for the costs of cutting the allotment path. • Bank Account Enquiry: Clerk to follow up with former Cllr Gary Collier about the allotment bank account and its status. <p>b) To ratify the purchase of replacement defibrillator pads due to the expiry of the previous set, at a cost of £73.14. Cllr Powell proposed that the purchase was ratified. Cllr Thompson seconded this, and it was agreed unanimously.</p> <p>c) To approve the purchase of a replacement defibrillator battery due to the deterioration of the previous one, at a cost of approximately £400. Cllr Macharg proposed that the purchase was approved. Cllr Thompson seconded this, and it was agreed unanimously.</p> <p>d) To note updates on village/parish improvement matters (see meeting pack). There was a discussion on the criteria for the siting of defibrillators. The council doesn't have formal criteria, but when siting the kiosk defibrillator the location was based on the close proximity to a densely populated area as well as convenient storage space of the phone kiosk.</p> | |
| <p>054. 23/24</p> | <p>9. Sports Field.</p> <p>a) Alvington Summer Fun 23/7/23: event planning progress. Cllr Heys reported as follows.</p> <ul style="list-style-type: none"> • The planning for the Alvington Summer Fun event is progressing well. • It was agreed to order flyers for distribution to Alvington, Aylburton and Wollaston, to be delivered to Cllr Heys. • On 21st July, a sheep wagon will be collecting market stalls and other items from Taurus Crafts. • Volunteers needed to help with setting up. • A planning meeting is scheduled for the next Friday (14th July) at 7:30 pm at the Blacksmiths Arms. • Efforts are being made to secure raffle prizes from Stone Rock, Gurkha and Bathurst Pool. • Cllr Powell will chase for tombola prizes, which can be dropped off at any councillor's house. <p>b) Pavilion project: to receive any updates.</p> <ul style="list-style-type: none"> • Rediscovered Bank Account: Cllr Heys has discovered a historic bank account related to the playing field. He has been inquiring with previous | |

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| | <p>councillors to gather more information. Action Item: Cllr Heys will reach out to former Cllr Gary Collier for additional details and provide the account numbers.</p> <ul style="list-style-type: none"> • Wicksons Orchard: It has been determined that a portion of Wicksons Orchard is located on our side of the fence. Cllr Heys has made progress in agreeing on a peppercorn rent for the land. Cllr Powell is requested to clarify that the sports field side of the fence can be maintained for sports and recreational purposes. • The council has received two construction quotes so far from builders. Clerk to send builder quotes to the bid-writer, Nicola Glanville. <p>c) Pavilion project: To review the solicitor's letter of engagement and terms of business (as circulated to all members via email). Cllr Burlton proposed that the purchase was ratified. Cllr Powell seconded this, and it was agreed unanimously.</p> <p>d) Pavilion project: To review the solicitor's first draft of the deed of easement in connection with the water pipe (as circulated to all members via email). The easement draft was reviewed and found to be largely in order. The solicitor had requested some further information, and a few small amends were needed. Clerk to feed back to the solicitor so a subsequent draft can be prepared.</p> <p>e) To receive any other reports on the sports field. Cllr Heys reported that the Trim Trail drum had now been reinstalled on the sports field. It was noted that grass is growing up and around the play equipment. As this didn't pose a safety risk it was agreed to schedule a tidy (by cllrs and volunteers) in August. Cllr Powell advised that there were some issues with the mowers and apologised in advance if the grass got slightly longer than ideal while the mower issues are resolved. Alec Davis raised dog waste concerns on the sports field. Cllr Burlton advised that he is working on improvements which the council hopes will improve dog owner behaviour on the field.</p> | |
| <p>055. 23/24</p> | <p>10. Churchyard.</p> <p>a) To receive updates on any churchyard matters.</p> <ul style="list-style-type: none"> • Vandalism: Tidenham and Woolaston churches had their locks glued shut, and a stone was put through a stained glass at St Andrews. Cllr Heys encouraged anyone to report suspicious behaviour. • Tree works: TrunkArb has now quoted for priority works identified in the tree survey. The tree reserves will cover about half. Works to be prioritised following a councillor walkabout at 5pm on Friday 7th July. | |
| <p>056. 23/24</p> | <p>11. Highways.</p> <p>a) Road safety: to receive any updates including partnership work with Aylburton Parish Council. Cllr Mark Topping from Aylburton Parish Council is progressing with the collaborative map, but he has just taken on the FoDDC council leader role so is very busy at present.</p> <p>b) To note the launch of a Highways survey to gather views from the public. GCC Highways have launched a public survey. Clerk to advertise it on Facebook and reiterate the parishioners' comments as received via Facebook in February 2023 when asked what the Highways parish priority should be.</p> <p>c) To note any updates on Highways matters (see meeting pack). Noted.</p> | |

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| 057. 23/24 | <p>12. Finance.</p> <p>a) To approve the payments for July 2023. Approved as follows.</p> <table border="0"> <tr> <td>M Humphries</td> <td>Clerk Pay June 2023</td> <td>£337.98</td> </tr> <tr> <td>R Morgan</td> <td>Churchyard grass June 2023</td> <td>£228.00</td> </tr> <tr> <td>R Morgan</td> <td>Garlands Rd grass June 2023</td> <td>£40.00</td> </tr> <tr> <td>G Thompson</td> <td>Reimbursement for licence for fun day</td> <td>£21.00</td> </tr> <tr> <td>N Powell</td> <td>Reimbursement for coronation event stock</td> <td>£202.82</td> </tr> <tr> <td>PATA</td> <td>Payroll services Q1</td> <td>£25.80</td> </tr> <tr> <td>ICO</td> <td>Data protection annual fee</td> <td>£40.00</td> </tr> <tr> <td>TrunkArb</td> <td>Tree survey/plotting trees on map</td> <td>£450.00</td> </tr> <tr> <td>Comm. Heartbeat T.</td> <td>Defib pads – replacements due to expiry</td> <td>£73.14</td> </tr> </table> <p>b) To note the receipt of income received since the last meeting. Noted as follows.</p> <table border="0"> <tr> <td>01/06/2023</td> <td>Fun Day pitch hire – AL</td> <td>£10.00</td> </tr> <tr> <td>02/06/2023</td> <td>Refund – Okells Francis Law</td> <td>£20.00</td> </tr> <tr> <td>02/06/2023</td> <td>Fun Day pitch hire – AS</td> <td>£10.00</td> </tr> <tr> <td>09/06/2023</td> <td>Bank interest</td> <td>£22.00</td> </tr> <tr> <td>19/06/2023</td> <td>Coronation event – card machine takings</td> <td>£92.30</td> </tr> </table> <p>c) To note the Q1 Bank Reconciliation. Noted. d) To note the Q1 Budget Report. Noted. e) To note the Q1 Accounts Statement. Noted. f) To assign the Q1 Internal Controls checks. Cllr Thompson volunteered to do this. Clerk to pass the Internal Controls folder to her once all Q1 bank statements have been received.</p> | M Humphries | Clerk Pay June 2023 | £337.98 | R Morgan | Churchyard grass June 2023 | £228.00 | R Morgan | Garlands Rd grass June 2023 | £40.00 | G Thompson | Reimbursement for licence for fun day | £21.00 | N Powell | Reimbursement for coronation event stock | £202.82 | PATA | Payroll services Q1 | £25.80 | ICO | Data protection annual fee | £40.00 | TrunkArb | Tree survey/plotting trees on map | £450.00 | Comm. Heartbeat T. | Defib pads – replacements due to expiry | £73.14 | 01/06/2023 | Fun Day pitch hire – AL | £10.00 | 02/06/2023 | Refund – Okells Francis Law | £20.00 | 02/06/2023 | Fun Day pitch hire – AS | £10.00 | 09/06/2023 | Bank interest | £22.00 | 19/06/2023 | Coronation event – card machine takings | £92.30 | |
| M Humphries | Clerk Pay June 2023 | £337.98 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| R Morgan | Churchyard grass June 2023 | £228.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| N Powell | Reimbursement for coronation event stock | £202.82 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PATA | Payroll services Q1 | £25.80 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ICO | Data protection annual fee | £40.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 01/06/2023 | Fun Day pitch hire – AL | £10.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 02/06/2023 | Refund – Okells Francis Law | £20.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 02/06/2023 | Fun Day pitch hire – AS | £10.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/06/2023 | Bank interest | £22.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/06/2023 | Coronation event – card machine takings | £92.30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 058. 23/24 | <p>13. To note correspondence for information. Noted.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 059. 23/24 | <p>14. Council</p> <p>a) To receive the Clerk’s Report. Noted. b) To receive councillors’ reports and items for future agendas.</p> <ul style="list-style-type: none"> • Cllr Powell finally received a response from Western Power. After a desktop survey, WP provided an initial quote of £65,000 and a 14-week timeline for connection. Upon a further review, WP revised the quote to £12,000 + VAT with a 6-week timeline for connection. • Cllr Powell knows a steel structure specialist who mainly builds structures for farmers. Cllr Powell plans to meet the specialist at the field to discuss ideas and explore possibilities for pavilion construction methods. Cllr Burlton also expressed an interest in alternative building methods, such as using agricultural buildings with straw inside. • Cllr Heys advised that Woolaston Primary School had received a Good rating from Ofsted. • Cllr Heys is considering organizing a barbecue event in August, bringing together past, present and potentially future councillors. <p>c) To note the date of the next full council meeting: Thursday 7th September 2023 at 7.30 pm (No meeting in August). Noted.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Meeting closed: 9.25 pm.

Signed: (Chairman)

Date: