

ALVINGTON PARISH COUNCIL

Minutes of the meeting held Thursday 2nd November 2023, 7.30 pm at Alvington Memorial Hall

MEMBERS PRESENT: Cllr Gail Thompson (Vice Chair)
 Cllr Nathan Burlton
 Cllr Rachel Macharg
 Cllr Nick Powell

ATTENDING: John Wood, Chris Shill, Alex Turner, Meg Humphries
 (Clerk)

Min. Ref	Item and details	Action
084. 23/24	<p>1. To receive apologies for absence.</p> <p>Cllr Heys sent his apologies due to work commitments. Accepted.</p>	
085. 23/24	<p>2. To note any declarations of interest relating to the agenda.</p> <p>None.</p>	
086 23/24	<p>3. To approve the accuracy of the draft minutes of the Full Council Meeting on 05.10.23.</p> <p>Approved excluding one matter: It was agreed to add some more details and context under item 4d, regarding Bloomery Court. The original item is confusing if read out of context.</p> <p>It was noted that the current situation is as follows:</p> <ul style="list-style-type: none"> • Some potential drainage issues have been raised. These are confirmed as relating to the road and therefore fall under the jurisdiction of Gloucestershire Highways; it is believed that Highways are looking into this. • The style of the windows on plot 7 are now in line with the planning inspector's conditions. • The buildings' measurements are now confirmed as aligning with the approved plans. • Outstanding concerns is the access created to the field, play area, and parking area. These matters form part of application P1245/22/FUL, and as such, enforcement investigations on these is on hold until the application is determined. <p>Clerk to provide amended minutes for signing at the next meeting.</p>	MH
087. 23/24	<p>4. Public forum.</p> <p>John Wood raised the following matters:</p>	

	<ul style="list-style-type: none"> • Severn Trent appear to be digging big hole on Swan Hill, just past Knapp Lane. This is believed to be related to the camera surveys. • There are loose manhole covers near the Blacksmiths Arms and near The Row. The meeting confirmed that Cllr Chris McFarling (district and county councillor) has advised these have been reported to Highways and are currently with the Safety Inspection team. <p>Chris Shill expressed his curiosity over why FoDDC appears not to be pushing for a Chepstow bypass and will email Cllr McFarling his question.</p>	
<p>088. 23/24</p>	<p>5. To receive/note any reports from county and district councillors for the parish.</p> <p>Cllr Thompson read out Cllr McFarling's report, encompassing updates at district, county and parish level. Below is a summary:</p> <p>1) County: Upcoming motions at the Gloucestershire County Council meeting include free bus travel for veterans, fair train ticket pricing, sustainable catering policies, and improvements in policing and safety.</p> <p>2) County: A joint meeting of the Gloucestershire Economic Growth Scrutiny Committee and the Environment Scrutiny Committee focused on developing a new economic strategy with an emphasis on sustainability, public transportation, and business support. The strategy aims for approval in early 2024 and addresses the need for additional funding to support bus services in rural areas due to the ongoing cost of living crisis.</p> <p>3) Parish Highways/Footpaths Issues: Various updates on local highways and footpath issues:</p> <ul style="list-style-type: none"> • Garlands Road pavement refurbishment's first phase is complete. • Malthouse Close entrance works are now finished and need testing. • Progress on implementing double yellow lines on Clanna Road is in motion. • Swan Hill roadworks and pipework have been checked, with no issues detected. • Clanna Lane/Barnage Lane culvert ditching is planned for December. • The Swan Hill pavement toward Woolaston is awaiting assessment. • Court Lane has been inspected for a hole, and repairs will be made urgently. • The status of Garlands Road white lines is being followed up, with a suggestion for longer-lasting paint. • Ongoing pothole repairs on Sandford Road. • Safety inspectors will inspect loose manhole covers outside Blacksmiths/Duncastle Court. 	
<p>089. 23/24</p>	<p>6. Planning</p> <p>a) To consider planning application P1332/23/FUL: Severn Lodge, Church Lane, Alvington. Change of use of existing ancillary holiday accommodation to residential dwelling.</p>	

It was agreed to submit an objection based on the potential implications of an additional residential dwelling, which could one day become a separate property and be subject to further planning applications and development in its own right.

MH

b) To consider planning application P1390/23/TCA: Oakwood House, 9 Duncastle Court, Main Road. Oak tree (E02 on submitted sketch plan). Reduce branches overhanging boundary fence on north-east side of the tree by between 1 and 1.5 metres, and undertake similar crown reductions on the south and west sides of the tree in order to maintain a balanced shape.

No comments.

c) To note no objections to planning application P1337/23/TCA: 9 Duncastle Court Main Road Alvington: Undertake the following work to 9 x mature Apple trees. Lightly prune all 9 trees to cut out water shoots, and thin out the crowns where branches cross.. The work is proposed in order to increase light and improve airflow to produce better and larger fruit.

No comments.

d) To note no objections to planning application P1373/23/TCA: Driftwood House Clanna Road, Alvington. Mature Narrow-leaved Ash in rear of garden overhanging neighbouring properties to the rear and side of Driftwood House. Application to pollard current tree to a height of approximately 15 metres. Tree has not been maintained in previous years and is now excessively large causing excessive leaf litter to neighbouring properties and potential risk of damage to boundary fence.

No comment.

e) To receive any other planning updates.
The following planning applications were received since the agenda was finalised, so the meeting also considered the following:

i) P1347/23/OUT: Land Off Knapp Lane, Oak Barn Farm, Knapp Lane, Alvington: Erection of up to 1no. self build dwelling and associated works. (some matters reserved).

MH

As the hardcopy pack it was agreed to ask for a comment extension to allow time for full consideration.

ii) P1277/23/LBC: Severn Lodge, Church Lane, Alvington: Listed building consent to reinstate outside cellar walls and render cellar steps with safety handrail and a short metal rail installed on top of both walls. Removal of old render and concrete from the back (roadside) wall and re-render using lime rendering.

It was noted that the submitted heritage statement appears not to match the scope and focus of the application. The Clerk will raise this disparity with Planning and ask for a comment extension to allow for proper consideration of the full details.

MH

<p>090. 23/24</p>	<p>7. Village. a) To note updates on village/parish improvement matters (see meeting pack).</p> <p>Noted.</p>	
<p>091. 23/24</p>	<p>8. Sports Field. a) Quiz and Pudding Night 2023: Update on event planning.</p> <p>This has been scheduled for Saturday 18th November; the event has been advertised on Facebook, and fliers will be going out to all parish residences this week.</p> <p>b) Pavilion project: to receive any updates.</p> <ul style="list-style-type: none"> • Cllr Heys met with the project's architect, who has advised that he will pause his works. The architect agreed with the parish council's assessment that the tough economic situation meant a need for a change of plans. • Cllr Powell has visited a local supplier to look into container-based solutions. • Cllr Powell is liaising with an electrician to arrive at the pavilion's estimated power requirements. <p>c) To receive any other reports on the sports field.</p> <p>The parish council has received several complaints about a large and poorly controlled dog which is frequently exercised on the sports field, usually in the middle of the day. While no incidents have occurred, the dog's reactive behaviour had worried several parishioners.</p> <p>It was agreed to:</p> <ul style="list-style-type: none"> • Reach out to the FoDDC dog warden team for advice/a presence. • Cllr Burlton offered to look into signage emphasising the need to keep dogs under control at all times. • Cllr Burlton offered to look into signage for when mowing etc in progress, e.g. 'Maintenance in progress, please keep dogs on a lead.' 	<p>MH NB NB</p>
<p>092. 23/24</p>	<p>9. Churchyard. a) To consider quotes for priority tree works in the churchyard, and to consider awarding a 24-month call-off arrangement to a tree surgeon for tree works in the parish.</p> <p>Two companies have quoted, but one had not supplied all necessary details. Therefore, the decision was deferred until the December meeting. Clerk to add to the agenda.</p> <p>b) To receive updates on any churchyard matters.</p> <p>John Wood advised that he and Chris Shill had started their 'winter work' on the churchyard (as the bins are not used for grass clippings in the cooler months). The councillors thanked them both for their hard work and commitment to the upkeep of the churchyard.</p>	<p>MH</p>

<p>093. 23/24</p>	<p>10. Highways. a) Road safety: to receive any updates including partnership work with Aylburton Parish Council.</p> <p>Cllr Burlton advised that area representative Brian Watkins had now retired. He intends to arrange a meeting with Brian's replacement, Chris Walsh, to drive progress on road safety improvements in and around the parish.</p> <p>b) To note any updates on Highways matters (see meeting pack).</p> <p>Noted.</p>																
<p>094. 23/24</p>	<p>11. Finance. a) To note the change in PATA's monthly payroll charges from £8.60 to £10.35.</p> <p>Noted.</p> <p>b) To approve the for November 2023:</p> <p>Approved as follows.</p> <table border="0"> <tr> <td>Meg Humphries</td> <td>Clerk Pay October 2023</td> <td>£337.98</td> </tr> <tr> <td>Meg Humphries</td> <td>Reimbursement for quiz night fliers</td> <td>£43.72</td> </tr> </table> <p>Further, a late invoice was approved as follows:</p> <table border="0"> <tr> <td>Liddell + Associates</td> <td>Architect drawings</td> <td>£2,700</td> </tr> </table> <p>This will also be added to the December agenda for proper ratifying.</p> <p>c) To note the receipt of income received since the last meeting.</p> <p>Noted as follows.</p> <table border="0"> <tr> <td>09/10/2023</td> <td>Bank interest</td> <td>£32.79</td> </tr> <tr> <td>18/10/2023</td> <td>Resilient Energy Grant towards pavilion</td> <td>£2,363.70</td> </tr> </table> <p>d) Bank Reconciliation for Q2 of 23/24: to note.</p> <p>Noted.</p> <p>e) Budget Statement for Q2 of 23/24: to note income and expenditure.</p> <p>Noted.</p> <p>f) Accounts Statement for Q2 of 23/24: to note.</p> <p>Noted.</p> <p>g) Internal controls checks for Q1 22/23: to note completion.</p>	Meg Humphries	Clerk Pay October 2023	£337.98	Meg Humphries	Reimbursement for quiz night fliers	£43.72	Liddell + Associates	Architect drawings	£2,700	09/10/2023	Bank interest	£32.79	18/10/2023	Resilient Energy Grant towards pavilion	£2,363.70	<p>MH</p>
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	<p>Cllr Thompson confirmed that these had been completed and everything was found to be in order. Completion noted by the meeting.</p> <p>h) Internal controls checks for Q2: to assign to a member.</p> <p>Cllr Thompson volunteered to conduct the checks for Q2. Agreed.</p>	GT/ MH
095. 23/24	<p>12. To note correspondence for information.</p> <p>Noted.</p>	
096. 23/24	<p>13. Council</p> <p>a) To receive the Clerk's Report.</p> <p>Noted.</p> <p>b) To receive councillors' reports and items for future agendas.</p> <p>None.</p> <p>c) To note the date of the next full council meeting: Thursday 7th December 2023 at 7.30 pm.</p> <p>Noted.</p>	

Meeting closed: 8.25 pm.

Signed: (Chairman) Date: