

Alvington Parish Council

To: Members of Alvington Parish Council

3rd May 2024

Councillors: Burlton, Heys, Macharg, Powell, Thompson.

Dear Councillors

You are hereby summoned to attend the Annual Meeting of Alvington Parish Council that has been arranged for **Thursday 9th May 2023 at 7.30pm in Alvington Memorial Hall, Knapp Lane, Alvington, GL15 6BJ** for the transaction of business according to the enclosed agenda.

Yours faithfully

Carol Hinton

Mrs Carol Hinton

Clerk to Alvington Parish Council

16, Clanna Country Park, Alvington, Glos GL15 6AN,

www.alvingtonvillage.org

alvingtonclerk@outlook.com

AGENDA

1. **CHAIRMAN**

- a) **To elect** a Chairman for 2024/2025.
- b) **Chairman to sign** the Declaration of Acceptance of Office.

2. **VICE CHAIRMAN**

- a) **To elect** a Vice Chairman for 2024/2025.
- b) **Vice Chairman to sign** the Declaration of Acceptance of Office.

3. **ATTENDANCE**

- a) **To receive** apologies for absence from those councillors unable to attend.
- b) **To consider for acceptance** those apologies received with reasons for absence.

4. **DECLARATIONS OF INTEREST**

- a) **To confirm that all changes to Councillors' Registers of Interest have been notified to the Clerk.**
- b) **To receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.
Interests may be declared at any time during the meeting should they become apparent.

5. **MINUTES OF PREVIOUS MEETINGS**

- a) **To consider for approval** as a correct record the [minutes of the Annual Council meeting held on 12th May 2023](#).
- b) **To consider** any questions arising from those minutes.
- c) **To consider for approval** as a correct record the [minutes of the Council Meeting held on 11th April 2024](#).
- d) **To consider** any questions arising from those minutes.

6. **PUBLIC AND CHARITABLE BODIES**

To review delegation arrangements and nominations to public and charitable bodies.

- a) Sports Field Committee.
- b) Alvington Memorial Hall Committee.

7. **COUNCIL POLICIES**

To consider re-adoption or adoption of Council Policies.

- a) [Code of Conduct](#)
- b) [Complaints Procedure](#)
- c) [Disciplinary Policy](#)
- d) [Financial Regulations](#)
- e) [General Data Protection Regulations and General Privacy Notice](#)

- f) [Grievance Policy](#)
- g) [Media Policy](#)
- h) [Memorial safety policy and procedure](#)
- i) [Publication Scheme](#)
- j) [Risk Management Schedule](#)
- k) [Standing Orders](#)
- l) [Sports Field Committee Terms of Reference](#)
- m) Safeguarding Policy

Note – all references to the Clerk’s details will be amended prior to re-publication of policies.

8. ASSET REGISTER

To consider adoption of [Asset Register](#) as at 31 March 2024.

9. REPORT FROM DISTRICT / COUNTY COUNCILLOR McFARLING

To receive and note report from Chris McFarling who may attend the meeting.

10. PUBLIC FORUM

11. FINANCE

a) To approve [payments for May](#).

C Hinton	Clerk Pay April 2024	£300.70
Parish Online	Mapping Software	£40.50
RJ Morgan	Grass Cutting – Churchyard	£114.00
RoSPA Play Safety	Play Area Inspection	£187.20
GAPTC	Annual Subscription	£173.20

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

Lloyds Bank	Bank Interest	£31.02
Forest of Dean DC	50% Precept payment	£5275.00

c) To note – completion / progress of Internal Controls Check Q4 2023/24.

12. PLANNING

a) To consider - P0405/24/FUL Clanna Garden House Clanna Alvington Lydney Gloucestershire GL15 6AJ.

Change of use of redundant workshop to residential dwelling

<https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SB0CQGHIHX200>

Note – an extension to the deadline for response has been agreed until 10th May.

b) To note - Myrtle Cottage Court Lane Alvington Gloucestershire GL15 6BG Ref. No: P0391/24/TCA

G1 - Laurels and Hazel at corner of garden next to A48/Court Lane junction - fell stems leaning over the wall and reduce canopy to approximately 1.2 metres, in order to create a denser hedge. G2 - Large Bay tree - remove 3 stems leaning over the garden, in order to allow more light into the garden.

Permission Granted

c) To note - Barn Lodge Church Lane Alvington Lydney Gloucestershire GL15 6BQ Ref. No: P0384/24/TCA

Remove 1 x Cabbage Tree (Cordyline australis) located in front courtyard of the property, due to extensive damage caused to courtyard paving, potential for damage to street wall, casting excessive shade on the property and not a species native to the area.

Permission Granted

d) To note - Old Garden Bungalow Clanna Alvington Lydney Gloucestershire GL15 6AN Ref. No: P0113/24/FUL

Part conversion of an outbuilding for use as holiday accommodation. (Retrospective)

Permission Granted.

e) To note - Clanna Caravan And Camp Site Clanna Country Park Clanna Alvington Lydney Gloucestershire GL15 6AN Ref. No: P0908/23/FUL

Application under Section 73 for the variation of condition e) of DF4054/B to amend the wording to allow for 46 caravans on site (1 additional caravan).

Permission Granted.

f) To note - P0035/24/DISCON - Severn Lodge Church Lane Alvington Gloucestershire GL15 6BQ
Discharge of condition 1 (sample panel) and 2 (sample of bricks) relating to planning permission P1277/23/LBC.

Permission Granted.

g) ANY OTHER PLANNING UPDATES

13. VILLAGE

To note updates on village/parish improvement matters ([see meeting pack](#)). **None**

14. SPORTS FIELD

a) To consider RoSPA Annual Play area inspection Report and any remedial action required.

b) Pavilion Project - To receive any updates.

c) To receive any other reports on the Sports Field.

15. CHURCHYARD

a) To consider ratifying of payment of £216 agreed at the April meeting for matting, base and gravel for churchyard paths.

b) To receive updates on any churchyard matters.

16. HIGHWAYS

a) To receive updates on road safety matters.

b) To note any updates on highways matters ([see Meeting Pack](#)).

17. CORRESPONDENCE

To note [correspondence](#) for information.

18. COUNCIL

a) To receive [The Clerk's Report](#).

b) To receive Councillors reports and items for future agendas.

c) To note the date of the next Full Council Meeting – **Thursday 13th June 2024 at 7.30pm**