

Alvington Parish Council

To: Members of Alvington Parish Council

05th June 2025

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

Dear Councillors

You are hereby summoned to attend the Annual Meeting and monthly meeting of Alvington Parish Council that has been arranged for **Thursday 5th June 2025 at 7.00pm in Alvington Memorial Hall, Knapp Lane, Alvington, GL15 6BJ** for the transaction of business according to the enclosed agenda.

Yours faithfully

Clerk to Alvington Parish Council

13 Wyebank place, Tutshill, Chepstow, NP16 7EU

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alvingtonclerk@outlook.com

AGENDA

1. CHAIRMAN

- a) **To elect** a Chairman for 2025/2026.
- b) **Chairman to sign** the Declaration of Acceptance of Office.

2. VICE CHAIRMAN

- a) **To elect** a Vice Chairman for 2025/2026.
- 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 [9th May 2024](#).
- 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 [13th May 2025](#).
- 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. **Propose to adopt in current format and review in 6 months' time when clerk fully settled in.**

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](#)

8. ASSET REGISTER

To consider adoption of Asset Register as at 31 March 2025.

9. REPORT FROM DISTRICT / COUNTY COUNCILLOR McFARLING

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

10. FINANCE – add last months payments to spreadsheet

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

Dog bins	£60.48
Richard Morgan grass cutting May 2025	£120.00
Richard Morgan grass cutting May 2025	£30.00
Bank Interest	£ 4.25
Instaprint	£47.23
V Iemelianova Clerk pay May 2025	£262.16

b) To ratify additional Thrings invoice for £460.20

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

Lloyds bank interest	£26.32
Payment for stall for Fun Day	£30.00

11. PUBLIC FORUM

12. PLANNING

No planning application for consideration.

13. VILLAGE

a) To note updates on village/parish improvement matters ([see meeting pack](#)).

b) To receive an update on location of village plough equipment

14. SPORTS FIELD

a) To discuss Alvington Summer Fun

b) Pavilion Project - To receive any updates.

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

15. CHURCHYARD

a) 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 note** progress of AGAR and internal audit.
- c) **To note** that Council no longer has General power of competence.
- d) **To receive** Councillors reports and items for future agendas.
- e) **To note** the date of the next Full Council Meeting – **Thursday 3rd July 2025 at 7.30pm**