

MINUTES

Alvington Parish Council

Thursday, 13th May 2025

1. Appointment of Clerk

a) To agree appointment of a new clerk.

The application by Viktoriia Iemelianova was accepted. Documentation was signed and everyone congratulated the new clerk on her appointment.

Also thanked Gail Thompson for her great temporary clerical work.

2. ATTENDANCE

a) To receive apologies for absence from those councillors unable to attend.

Apologies from Keith Haylock received and accepted.

3. 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.

No declarations of interest were received.

4. 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 3rd April 2025.

d) To consider any questions arising from those minutes.

Minutes approved, no questions raised.

Point a - Proposed by Cllr Thompson and seconded by Cllr Powel. Point b proposed by Cllr Powell and seconded Cllr Macharg.

5. Presentations by local bodies.

a) To receive presentations.

Report received from the following: Alvington Bell ringers, Alvington and Woolaston Cricket, Alvington Memorial Hall and Cllr Heys gave a report as Chair of Alvington Parish Council. Reports available on request.

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.

To be added to the June agenda.

7. ASSET REGISTER

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

Cllrs to review and note any amendments to be made, to be adopted in June.

8.REPORT FROM DISTRICT / COUNTY COUNCILLOR McFARLING

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

Cllr McFarling did not have a report but talked through the changes to district council following the recent local election.

9.FINANCE

a) To approve payments and interim payments for May.

Bin licence for annual green bin licence	£192.00
Thrings – registration of sports field	£1720.80
ROSPA	£192.00
Richard Morgan grass cutting May 2025 Churchyard	£120.00
Richard Morgan grass cutting May 2025 Garlands Road	£30.00
Eleanor Heys minute taking services	£22.65
Proposed Cllr Turner, seconded Cllr Macharg. Cllr Heys noted the monthly bank charge payment of £4.25 had been paid in April.	

b) To ratify Parish Online mapping Software payment £90.00 – payment date prior to May meeting. **Proposed by Councillor Thompson and seconded by Councillor Powell.**

c) To ratify payment to Forest Services for dog bin £57.60 **Proposed by Councillor Macharg and seconded by Councillor Turner.**

d) To ratify payment to Richard Morgan for grass cutting in St Andrews and Garlands Road – £120.00 x 2 and £30.00 x 2. **Proposed by Councillor Thompson and seconded by Councillor Powell.**

e) To ratify payment made to PATA and HMRC in April - invoice received after agenda published but known quarterly cost. **Proposed by Councillor Thompson and seconded by Councillor Macharg.**

f) To note the receipt of income received since the last meeting.

Lloyds bank interest	
Proposed Cllr Thompson and seconded, Cllr Macharg	£31.63
g) Precept	£5368.00
VAT receipt	£1621.22
Pavillion donation for stock bought R Macharg	£50.00

Proposed by Councillor Turner and seconded by Councillor Powell.

h) To note YE report: expenditure budget v actual

i) To note YE report: income budget vs actual

j) To note YE report: Key figures

k) To note YE report: YE reserves

Points G – K noted. Cllr Heys talked through the financial accounts, and the public forum thanked the PC for the work they do in managing the budget.

l) To note GAPTC have been appointed as internal auditor, documents to be submitted by 30th May, **Proposed by Councillor Turner and seconded by Councillor Powell.**

m) To agree on the training budget for the Clerk.

Agreed to pay for three clerk knowledge courses and a minute writing course.

Proposed by Councillor Macharg and seconded by Councillor Thompson.

10.PUBLIC FORUM

Chris Shrill thanked the PC for the work put into the VE day celebrations and hardcore renewal in the churchyard and the village hall car park.

Alec Davies wanted to make PC aware of risks of taking PC funds from the bank via debit card, PC reassured Alec that there is a 2-signatory requirement on all our accounts. Cllr Heys explained the PC are looking to move to a direct debit basis where possible to reduce administration.

Alec Davis commented on the litter in the village. Cllr Heys confirmed he has asked the village hall committee to stress to users not to tie balloons to gates around the area as animals could digest.

Alec Davis noted that a silver van has been parked in the village for some time and can anything be done about its removal. Cllr Heys agreed to try and identify the owner. Cllr McFarling suggested contacting the street warden if it is on highway land.

Cllr Heys enquired who the new transport lead is for new District Council, Cllr McFarling confirmed this is Joe Harris.

Clerk to send a welcome note to the new landlords of the Globe.

11.PLANNING

a) Planning application Town and Country Planning Act,1990 (As Amended) Colliers Brook Cottages, 3 Lower Common, Aylburton, Lydney. Erection of a two storey extension and alteration to Ground floor layout with associated works. Demolition of existing part of dwelling.

No comments, Cllr Thompson has notified FODDC planning.

b) To note any update on Bloomary Court development

Cllr Heys read the communications the PC had received re Bloomary Court pointing out enforcement items the enforcement team had asked Cotswold Oak to take action. A summary has been sent to the residents of Bloomary Court.

c) Town and Country Planning Act,1990 (As Amended) Rosemary Cottage Main Road Alvington 2 x Maples, pollard to 5m in order to retain trees at a suitable size for the garden.

No comments, Cllr Thompson has notified FODDC

12.Grass cutting

- a) **To note** acceptance of Richard Morgan for grass cutting at Churchyard and Garlands Road Play area for a 3 year contract.

Proposed Cllr Thompson, seconded Cllr Macharg.

13.VILLAGE

- a) **To note** updates on village/parish improvement matters (see meeting pack).

Rights of way update received from FODDC.

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

Village snow plough equipment still unallocated.

Cllr McFarling will make a request and help to track the equipment.

14.SPORTS FIELD

- a) **To discuss** Alvington Summer Fun

Cllr Macharg noted that flyers need to be made, but she can't decide on a design. Cllr Turner agreed to help with the flyers.

Cllr Heys noted cricket team member Pete is happy to run the BBQ again for this year, Cllr Powell to source quotes for meat.

Cllr Heys mentioned that only two forms were submitted for stall holders, so Summer Fun needs additional advertising (local Facebook groups,post share).

b) Pavilion Project - To receive any updates.

No updates other than we are continuing to speak to various charitable bodies (football/cricket) to raise funds required and looking at build that will fit our budget. No update on electricity instalment at present as quote was more than the funds we currently hold.

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

Arrangements are being made for the Beacon to be moved. The car park has recently been extended and is a great asset.

15.CHURCHYARD

a) To note email of thanks from Church Warden Sue Rickards

Thanks noted

b) To receive updates on any churchyard matters.

No further updates.

16.HIGHWAYS

a) To receive updates on road safety matters.

No further updates.

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

No further updates

17.CORRESPONDENCE

To note correspondence for information.

Correspondence noted.

18.COUNCIL

a) To receive The Clerk's Report.

Not produced this month, new clerk started 12 th May.

b) To approve GAPTC for internal audit at cost of £210 assuming no issues or rework.

Proposed by Councillor Thompson and seconded by Councillor **Powell**.

c) To discuss purchase of laptop battery and equipment for new clerk.

The new clerk noted that she use her own laptop for work. There is also no need to buy consumables for work.

d) To note progress of AGAR

Cllr Heys in progress of completing internal audit and AGAR.

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

No further reports.

f) To note the date of the next Full Council Meeting – **Thursday 5th June 2025 at 7.00pm**

The meeting ended at 20.29 p.m.