

**MINUTES**  
**Alvington Parish Council**  
**Thursday, 2nd April 2026**

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

**Officers:** Viktoriia Iemeljanova (Clerk).

Members of the public.

**1. ATTENDANCE**

**a) To note the written resignation of Cllr Thompson.**

The written resignation of Councillor Thompson was formally received and noted by the Council. Members recorded their appreciation for her service, acknowledging her commitment and contributions during her tenure.

**b) To receive apologies for absence from those councillors unable to attend. Were none.**

**c) To consider for acceptance those apologies received with reasons for absence. Were none.**

**2. DECLARATIONS OF INTEREST**

**a) 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.*

**None to declare.**

**3. MINUTES OF PREVIOUS MEETING**

**a) To consider for approval** as a correct record the minutes of the Council Meeting held on [5<sup>th</sup> March 2026](#).

Proposed by Cllr Thompson, seconded by Cllr Macharg.

**b) To consider** any questions arising from those minutes. **There were none.**

**4. REPORT FROM DISTRICT / COUNTY COUNCILLOR McFARLING**

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

**Report from Cllr McFarling received, available on request.**

**5. PLANNING**

**a) To discuss** any planning updates. There **were no new planning updates** to report.

**6. VILLAGE**

**a) To discuss and approve** the purchase of a bench for the bus stop.

Chris Shill and John Wood offered to cover the cost of the bench (£350.00), meaning the Council would not need to fund the purchase. The Council expressed its appreciation for this.

It was agreed that the supplier should be contacted to confirm when he is able to come and carry out the installation work.

**b) Resolved to note the update of the Asset Register.** No further comments were raised.

**c) Resolved to note** the Simple Tenancy Agreement between Ann Stockford and Alvington Parish Council regarding the lease of a plot for the installation of a defibrillator docking station at 51 Clanna Country Park, Alvington, Lydney, Gloucestershire, GL15 6AN.

**John Wood**, who is looking after the Circuit defibrillator in the phone box, confirmed that he is happy to check this equipment too.

**d) To note update of the General safety inspection** for Quarter 3 2025/26. Cllr Thompson confirmed that she is able to show the Clerk how to do General safety inspection, and that they can complete Quarter 3 and Quarter 4 together.

**e) To discuss** the leaflet to advertise the councillor vacancy, the Fun day, the new Hundred Club, and the new councillor email addresses.

**Cllr Turner and Cllr Powell** agreed to take responsibility for running the Hundred Club. It was confirmed that the Hundred Club will require: a **separate bank account and lottery licence** to operate in compliance with regulations. **Action:** Cllr Heys and the Clerk to investigate how to open a new bank account with Lloyds Bank.

The Council **decided to order 500 leaflets** and arrange for them to be **delivered around the village.**

- f) **To note updates** on village/parish improvement matters (see [meeting pack](#)). **There were no further updates to report.**

**7. SPORTS FIELD**

- a) **To discuss** Alvington **Summer Fun Day**. It was agreed that the Council will need to hold a series of planning meetings to organise the event and coordinate responsibilities.
- b) **To discuss** the ‘**Hundred Club**’. It was noted that the matter had been considered previously.
- c) **To agree** the purchase of a new gate for the field. **Cllr Heys and Cllr Turner** agreed to take measurements and decide which type of gate is required before any purchase is made.
- d) **To discuss** the possibility of creating an additional exit at the far end of the car park. It was noted that pavilion funding could be used to support this work. Cllr Heys will make an initial enquiry by sending a message to FODDC Planning.
- e) **To discuss** the introduction of an online calendar on the website to enable users to book the field. **Cllr Turner** will create the calendar but requires all **dates and times** for existing bookings. **Cllr Powell** will provide the full list of **Cricket Club match dates**.  
The **Clerk** will contact the **Football Clubs** to request their full schedule so it can be added to the calendar.
- f) **To receive** any other reports on the Sports Field. **No additional reports were received.**

**8. CHURCHYARD**

- a) **To receive updates on gravel laying**. Matting and pea gravel will need to be purchased for the path. It was noted that the path must be measured accurately before materials can be ordered and laid. A suitable supplier will also need to be found.
- b) **To receive** updates on any churchyard matters.  
Cllr Powell reported that he and the surveyor had inspected the church wall and confirmed that the deterioration appears to be due to age rather than any recent damage. Cllr McFarling will pass on the contact details for the structural engineer for further assessment.  
**Action:** Clerk to check the insurance policy to confirm whether any cover applies to age-related structural issues.

**9. HIGHWAYS**

- a) **To note** any updates on highways matters (see [Meeting Pack](#)).  
It was reported that the potholes previously raised have now been repaired. A suggestion was made to encourage residents to use **FixMyStreet** to report future issues directly, as this can speed up response times.

**10. PUBLIC FORUM**

**No questions or comments were raised by members of the public.**

**11. FINANCE**

- a) **To agree** on the cost of the Annual Membership Subscription for 2026/2027 with the Gloucestershire Association of Local Councils (GALC) at £227.70 per year.  
**Proposed by Cllr Turner, seconded by Cllr Powell.**

- b) **To approve [payments for April 2026](#).**

V Iemelianova	Clerk Pay March 2026	£386.66
Forest Equipment Services	Dog Bins February 2026	£60.48
HMRC	PAYE Q4 25/26	£9.47
PATA	PATA Payroll Services	£55.35
GALC	Annual Subscription	£227.70

**Proposed by Cllr Macharg, seconded by Cllr Turner.**

- c) **To note** the [receipt of income received March 2026](#)

Lloyds Bank	Bank Interest	£10.93
FODDC Remittance Advice	PLAY-EQUIPMENT	£9344.28
FODDC Remittance Advice	SHOWER-WORKS	£1169.64
Sue Holland	PAV Donation	£ 23.50

**Action:** The Clerk to send a letter of thanks to **Sue Holland** for her donation.

d) **To consider** appointment of GALC Internal Auditor Service for the 2025/26 Internal Audit for Alvington Parish Council at a cost of £210.00 Clerk able to carry out audit online. The Council **agreed** to proceed with the appointment.

12. **CORRESPONDENCE**

**Resolved to note** [correspondence for information.](#)

13. **COUNCIL**

a) **Resolved to receive** [The Clerk's Report.](#)

b) **Resolved to receive** Councillors reports and items for future agendas.

c) **Resolved to note** details for external audit 2026. As the Council's annual income and expenditure remain **below £25,000**, it was confirmed that **no external audit will be required** under the applicable regulations.

d) **Resolved to note** the date of the next Full Council Meeting – Date of **Annual Parish Meeting** – Thursday 7th May 2026 at 7.00 p.m.

e) **Resolved to note** the date of the next **Full Council Meeting** – Thursday 7th May 2026 at 8.00pm

The meeting ended at 20.50 p.m .

Signed: ..... (Chairman) Date: .....