

Minutes of the Parish Council Meeting held on Tuesday 4th April 2023 at 7.30pm at Longford Village Hall

Cllr Gough opened the meeting and asked that Council hold a minute's silence in recognition of the contribution made to the parish by County Councillor Phil Awford who recently sadly passed away.

1. Attendance noted as

Cllrs L Gough (Chair), C Byers, K Doherty, R Meek, C Young

Also present: Borough Cllr Bocking, Mrs J Shirley (Clerk)

Members of public present: None.

Apologies: Cllrs J Ford, R Harris, D Melvin.

2. Declarations of interest in items on the agenda

None.

3. Approval of the minutes of the meeting held on 7th March 2023

Council resolved to approve the minutes of the meeting held on 7th March 2023. Proposed by Cllr Byers, seconded by Cllr Gough, all in favour.

4. To receive an update on outstanding matters not on the agenda. Clerk will follow up on the TPO tree that had been felled and reported to Tewkesbury Borough Council.

To receive a report from the Borough Councillors. Cllr Bocking gave an update from the borough council.

Council agreed to bring the next agenda item forward.

5. Parks, Open Spaces & Allotments

- a) A report was received from Cllr Byers regarding the community orchard and wildflower areas on the playing field and Sivell Close. The daffodils look lovely, and the wildflowers are growing nicely.
- b) Council reviewed its decision to purchase an oak tree to commemorate the King's Coronation due to lack of space in the agreed location. It was resolved to plant the oak tree between the two poplars opposite the village hall where there is a large space. **Action:** Cllr Byers and Cllr Ford to visit local supplier to purchase. **Action:** Clerk to order a plaque.
- c) Council resolved to plant a tree in recognition of the work by County Councillor Phillip Awford. **Action:** Cllr Byers and Cllr Ford to visit local supplier to purchase. **Action:** Clerk to order a plaque.
- d) Council discussed delivery of the Bee-Squared project and agreed to hold a working party on Saturday 22nd April 2-4pm and give out the seeds, any leftover can be given to the Community Champion at the Co-op to give away to residents. An interactive map will be added to the council website for people to map their Bee-Squares. **Action:** Clerk.
- e) Working party dates: Saturday 22nd April for seed-sowing, Tuesday 9th May 6.30pm for play area maintenance.

6. Finance / Procedures

- a) Council received the bank reconciliation and budget analysis reports for the year to date.
- b) Council reviewed the quote for CCTV on Longford playing field and noted that Council is awaiting confirmation of grant amount towards the CCTV. Council deferred decision until the grant amount is known. **Action: Clerk.**
- c) Council considered purchase of computer tablets for councillors as previously agreed in Dec 2021. It was proposed by Cllr Doherty and seconded by Cllr Byers to purchase tablets to be allocated to the new councillors after the elections, using earmarked reserves and IT budget. **Action: Clerk.**

- d) Council **resolved** to donate £100 to S.A.R.A. in memory of County Councillor Philip Awford, proposed by Cllr Gough, seconded by Cllr Doherty and all agreed. **Action: Clerk.**
- e) Council resolved to accept the quote to spray the football pitch with herbicide at a cost of £230 inc VAT. **Action: Clerk.**
- f) Council approved invoices for payment. Proposed by Cllr Byers, seconded by Cllr Doherty and all in favour.

Invoice Date	Payee	Net	VAT	Gross	Budget
31/03/23	Salaries March 2023	Tbc	0	Tbc	Admin
31/03/23	GAPTC – Subscription 2023-24	£599.87	0	£599.87	Admin
21/03/23	Greenfields Garden Services	£99.00	£19.80	£118.80	P&OS
05/04/23	HMRC	£270.60	0	£270.60	Admin

7. To consider planning applications.

None received.

8. Highways

- a) Council received an update from the Road Safety Working Group. Council has been advised that Horsbere Mews and Whittington Park will be adopted by Highways as 20mph roads. The grant application for a mobile VAS was unsuccessful.
- b) Council discussed the idea of installing a barrier across Sandhurst Lane to be used when the road is flooded, which would warn road users and prevent people getting stuck in flooded waters thus reducing impact on emergency services. Suggested location is near the boundary between Sandhurst and Longford. **Action: Clerk** to contact the Local Highways Manager to progress the idea.

9. To receive reports from representatives for information only:

- Allotments: annual invoices have been sent to plotters, several tenants have given up their plots and these are being allocated to the waiting list. There are 3 standpipes that are leaking and need repair, the 3 taps have been turned off for now.
- Play Park & Playing Field: monthly inspection has been carried out. The annual inspection has been booked with Wicksteed. Some bolts had been removed from the fireman’s pole on the nursery rhyme unit, the unit was repaired very quickly. The elm tree on the playing field is becoming taken over by mistletoe. **Action: Clerk** to arrange a quote to remove most of the mistletoe.
- Environment: all covered during the meeting.
- Finance: internal audit is still in progress. The annual return will be presented to the next meeting for approval.
- Personnel: no update.
- Village Hall: afternoon tea on 6th May to celebrate the King’s Coronation. Council will aim to plant the oak tree on the same day.

Next Meeting to be held on 23rd May 2023 at 7.30pm – this is the Annual Meeting of the Parish Council where the newly elected council will take office.

Meeting closed at 8.40pm.