

Minutes of the Parish Council Meeting held on Tuesday 1st October 2024 at 7.00pm at Longford Village Hall

1. Attendance noted as

Cllrs C Young (Chair), C Byers (Vice-Chair), G Bocking, K Doherty, L Gough

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

Members of public present: Two members of public.

Apologies: Cllr D Melvin, Cllr R Harris, Cllr R Meek, County Cllr P McLain

2. Declarations of interest in items on the agenda

None.

3. Approval of the minutes of the meeting held on 3rd September 2024

Council resolved to approve the minutes of the meeting held on 3rd September 2024.

Proposed by Cllr Bocking, seconded by Cllr Gough, all in favour.

4. No applications received to fill the one councillor vacancy by co-option.

5. There were no outstanding items from the last meeting.

Public Participation

A resident was present regarding two planning applications he had submitted (not yet processed by the planning authority); the applicant outlined the two applications and welcomed any comments from council. The resident will come along to the November meeting.

Report from Borough Councillor: Councillor Hands reported that Tewkesbury Borough Council will be renamed to North Gloucestershire Borough Council. The council suffered a cyber incident in September, but no data breached or personal data impacted. All systems are now running as normal again but there is a backlog of work to process. Longford parish is considered a good example of emergency response to flood issues with the emergency plan and local sandbag collection point; residents who experienced flooding are encouraged to contact Tewkesbury Borough Council to ensure future support.

6. Flooding

a) Emergency Plan update: GRCC offered a selection of dates to meet with the working group to progress the plan.

b) Council received updates on the request flood gate for Sandhurst Lane. Gloucestershire Highways have denied the request. Cllr Byers has asked the local MP to look into the matter to progress on behalf of the parish. It was agreed that councillors will meet with Cameron Thomas MP regarding this issue.

7. Finance / Procedures

a) Council received the latest bank reconciliations and budget versus spend report for the 2024/25 accounts.

b) Council received the first draft of the budget for 2025/26 with no comments.

c) Council noted that the clerk had authorised emergency repairs to a water standpipe at the allotments at a cost of £1200+VAT.

d) Council approved the latest invoices for payment including two late invoices:

Invoice date	Supplier	Details	Gross
31/08/24	Glebe Contractors	Ground Maintenance August 2024	£649.78
10/09/24	Glasdon UK Ltd	Retriever 35 Chute top dog bin red	£285.00
17/09/24	Glos Playing Field Association	Annual membership	£50.00
28/08/24	Tewkesbury Borough Council	Noticeboard	£420.00

Signed

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Date

24/09/24	Pipeline Logistics Ltd	Emergency repair and installation of new standpipe at allotments	£1,440.00
26/09/24	NB Construction	Remove metal post from playing field hedge	£57.60
01/10/24	Edge IT Systems Ltd	Annual Microsoft 365 licences	£183.90
			£3,086.28

8. Website

- a) Council noted that the current website domain provider is no longer registered to provide gov.uk domains with effect 30th September and the parish council domain has been moved to Parish Online.
- b) Council resolved to move the website and email hosting to Parish Online at an annual cost of £385+VAT. Proposed by Cllr Bocking, seconded by Cllr Byer, all in favour. **Action: Clerk.**

9. Parks, Open Spaces & Allotments

- a) Council noted the monthly play inspection report. The metal post has been removed from the hedge. The stepping stones in the play area need tidying up, and protruding tree roots need covering. Council authorised the purchase of topsoil and grass seed. There are basal suckers that need to be removed from the trees. Cllr Bocking may know a couple of volunteers that could assist. The pathway between Victoria Court and the village hall car park needs lighting; Cllr Byers proposed purchasing motion detecting solar lights that are fitted to the railway sleepers at an approximate total cost of £80. Seconded by Cllr Gough, all in favour. **Action: Cllr Byers.**
- b) Council received an update on the community orchard; awaiting decision on grant application with Tewkesbury Borough Council. A replacement plum tree has been purchased to replace the one that died. Cllr Byers noted that it was intended to plant a silver birch in the Sivell Close wildflower area and requested consent to purchase at a cost of £52 plus £15 for tree guard and stake. Majority of councillors agreed with the purchase. **Action: Cllr Byers.**
- c) Council considered applying to the County Council ash dieback replacement programme. Council agreed to apply for a silver birch from the scheme in place of the one agreed in previous item. **Action: Cllr Byers.**
- d) Council considered working party dates for planting bulbs and deferred setting dates until Cllr Byers can discuss with Cllr Harris.
- e) Council discussed a replacement programme for the dog waste bins in the parish; it was agreed to replace two dog waste bins for Fircroft Road and one litter bin at the village hall in April, to be included in the 2025/26 budget. **Action: Clerk.**
- f) Council reviewed water supply arrangements at the allotments and plan repairs / maintenance and noted the costs; these repairs have already been included in the draft budget for 2025/26.
- g) Council received an update regarding the remote access for the CCTV system and that there is an IP conflict. **Action: Clerk** to respond to Redhand and request that the IP addresses on the cameras be updated to work with the router. Two of the flood lights are not working and one of the cameras is not working. **Action: Clerk** to look at alternative companies in case Redhand cannot continue.
- h) Council deferred discussing the request for a memorial bench for Phil Awford until Cllr Melvin present to outline her proposal. **Action: Clerk** to add to next agenda.

10. Planning

- a) There was no planning applications received since publication of the agenda.

11. Highways

- a) Council received an update from the Road Safety Working Group. Cllr Byers reported that Highways recognised that the road surface of Sivell Close is slippery in wet weather. Highways have no plans to update the surface as the road is considered safe as restricted to 30mph.

12. To receive reports from representatives for information only:

- Allotments: Cllr Doherty and Clerk will conduct an inspection on 4th October and there is a working party on 12th October.
- Finance: no additional updates. Cllr Meek to conduct a check of the accounts.
- Personnel: Clerk has submitted annual leave dates for October, Christmas and February 2025.
- Playing Field: no additional updates.
- Village Hall: latest meeting was the AGM which the parish council did not attend.

Next Meeting to be held on Tuesday 5th November 2024 at 7.00pm. Deadline for agenda items is 28th October 2024.

Meeting closed at 8.15pm.