

Minutes of the Parish Council Meeting held on Tuesday 2nd July 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, R Harris, R Meek, D Melvin.

Also present: Mrs J Shirley (Clerk)

Members of public present: None.

Apologies: County Cllr P McLain

2. Declarations of interest in items on the agenda

None.

3. Approval of the minutes of the meeting held on 7th May 2024

Council resolved to approve the minutes of the meeting held on 7th May 2024. Proposed by Cllr Byers, seconded by Cllr Doherty, all in favour.

4. Council noted that no election has been called and the councillor vacancy can be filled by co-option. The vacancy will be advertised, and co-option will be included on the September meeting agenda.

5. To receive an update on outstanding items not on the agenda. None.

Public Participation

None present.

County Councillor report was received via email and noted.

6. Flooding

a) The Emergency Plan working group met to review the draft Emergency Plan and an updated version has been circulated. Three key roles have been added to the plan: Co-ordinator (Cllr Byers), Deputy Co-ordinator (Phil Leach), Communications (Cllr Young).

Action: Clerk to forward the draft plan to the County Council emergency co-ordinator and check the wording of "triage centre" for the village hall and enquire if the school can be used as a back-up location.

b) There has been no update from the County Council regarding the parish council request for a flood gate on Sandhurst Lane. Cllr Melvin proposed writing to Gloucestershire County Council (Highways Director) escalating the request for the flood gate. **All in favour.**

Action: Cllr Melvin, Cllr Doherty, Clerk.

7. Finance / Procedures

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

b) Council confirmed the notice board policy of allowing notices to be displayed for not-for-profit organisations (maximum size A4).

c) Council agreed to replace the wall mounted notice board on Sivell Close with a similar board using earmarked reserves funds. Council noted that the council had submitted a bid for a new board from Tewkesbury Borough Council, the parish council deferred deciding on purchasing a new board for the allotments pending the borough council's decision on the board. **Action: Clerk.**

d) Council confirmed a financial contribution of £150 annually to Longford Village Hall towards the wifi costs. **Action: Clerk.**

e) Council reviewed the Playing Field hire fees and agreed that the annual rate for Longford Football Club (adult teams) increase to £330 per year, Longford Youth Team free of charge to encourage grass roots football. The policy to include wording that charges for other football clubs would be determined on application. Private Hirers of the field are subject to

agreement, and all fees increase by 10%. The rest of the policy wording to remain as currently. **Action: Clerk.**

- f) Council ratified the payments made since the last meeting.

8. Parks, Open Spaces & Allotments

- a) Council received an update on the community orchard and extra guarding has been installed on the beech tree and oak tree. Most of the tree roots have been covered by topsoil but more topsoil and grass seed is needed. Council authorised Cllr Byers to proceed with the purchase from Morgans. The bench under the oak tree needs varnishing. **Action: Cllr Byers.** Cllr Meek is working on the artwork for the orchard information board and Cllr Byers will get quotes for production of the board to forward to the Clerk to include in the grant application to Tewkesbury Borough Council.
- b) Council agreed working party dates as: Saturday 13th July, to be confirmed by the working group. It is anticipated that the working group will meet once a month.
- c) Council agreed to provide a skip for an allotments clear-up day. **Action: Clerk.**
- d) Council reviewed the water supply usage at the allotments, and it was noted that the tap by plot 19 needed a leak fixing, which is scheduled for repair on Friday 5th July. Contractors to be contacted to put in an isolating tap near the top of the allotments so that the water can be turned off more easily to the whole allotment site whilst retaining water to one tap, and to cap off the sub-meter. **Action: Clerk.**
- e) Council noted that a meeting had been held with Longford Football Club and Longford Village Hall concerning playing field and car park usage.
- Council granted permission for the installation of “carrots” in the ground for line-marking purposes, to be reviewed after one football season.
 - Council agreed to use a Google calendar to publish playing field events.

9. Planning

- a) There were no planning applications to consider.

10. Highways

- a) Council received an update from the Road Safety Working Group. Cllr Harris confirmed that a Traffic Regulation Order application has been submitted to the County Council to reduce the speed on the A38 to 30mph limit from Longford to Down Hatherley on behalf of the 4 parish councils.

11. To receive reports from representatives for information only:

- Allotments: follow-up inspection of several plots and the competition will be held on Monday 8th July at 10am.
- Finance: no additional updates.
- Personnel: no additional updates.
- Playing Field: no additional updates.
- Village Hall: Cllr Young attended the latest meeting with Longford Village Hall committee.

**Next Meeting to be held on Tuesday 3rd September 2024 at 7.00pm (no meeting in August).
Deadline for agenda items is 26th August 2024. Requested agenda items: Remote access to CCTV.**

Meeting closed at 8.25pm.