

Minutes of the Parish Council Meeting held on Tuesday 3rd December 2024 at 7.00pm at Longford Village Hall

1. Attendance noted as

Cllrs C Young (Chair), C Byers (Vice-Chair), G Bocking, L Gough, R Harris, D Melvin

Also present: Mrs J Shirley (Clerk), Borough Cllr S Hands, Cllr P Ockelton (7.35pm onwards)

Members of public present: One member of public.

Apologies: Cllr K Doherty

Council received Cllr R Meek's resignation from council. The Clerk will inform Tewkesbury Borough Council.

2. Declarations of interest in items on the agenda

None.

3. Approval of the minutes of the meeting held on 5th November 2024

Council resolved to approve the minutes of the meeting held on 5th November 2024. Proposed by Cllr Byers, 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 not already on the agenda.

Cllr Gough requested that the Clerk check how long the restrictive covenant is applicable on the land at Sivell Close. The covenant is for 80 years from 1st January 1989.

Public Participation

No comments from the public.

Report from Borough Councillor: Councillor Hands gave a report.

Report from County Councillor: No report.

6. Flooding

- a) Emergency Plan update: Cllr Meek will forward the emergency plan draft to the Clerk and working group to take forward.
- b) Council received verbal updates from Cllr Melvin and Borough Cllr Hands on the request flood gate for Sandhurst Lane.

7. Finance / Procedures

- a) Council considered a response to the remote meeting attendance consultation; Longford Parish Council supports remote meeting attendance, **Action: Clerk** to complete the consultation.
- b) Council received the latest bank reconciliations and budget versus spend report for the 2024/25 accounts.
- c) Council approved the 2025/26 budget and set the precept as £31,529 but noted that confirmation of the tax base wouldn't be available until mid-December. The Clerk was authorised to tweak the precept up / down as necessary to ensure a zero percent increase on the Band D average. Proposed by Cllr Bocking, seconded by Cllr Melvin, agreed by all.
- d) Council appointed GAPTC as independent auditor for 2024/25 at a cost of £250.
- e) Council approved the latest invoices for payment including two late invoices:

Invoice date	Supplier & details	Gross Amount
21/11/24	Chris Arnold Tree Surgery – maintain walnut tree	£360.00
30/09/24	Glebe Contractors – September grasscutting	£649.78
12/11/24	Greenbarnes Ltd – new noticeboard	£1432.94

Signed

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Date

26/11/24	J.Shirley – reimbursement expenses / backpay	£383.44
26/11/24	Lodge Farm Trees	£332.00
29/11/24	Parish Online (t/a Local Authority Technology CIC) – website	£462.00
28/11/24	Laser Alarms – CCTV maintenance and support	£522.00
	Total	£4142.16

8. Parks, Open Spaces & Allotments

- a) Council noted that the Tewkesbury Borough Council orchard grant is confirmed as £3350 and to be spent as follows: 42 trees: £1,000, 42 tree guards and stakes: £250, Glacial Boulder to mount signage/plaques - £600, Interpretation / information Panel (design / supply / installation) - £1500 – all works to be completed by 31st March 2025 to meet grant conditions.
- b) Council received an update on the community orchard.
- c) Council agreed the next working party date of 7th December to plant trees. Also, possibly 25th January and 1st March 2025 to plant trees. It was also noted that the corner of the playing field near Hayes Court needs tidying up as it was being used for fly-tipping.
- d) Council considered the playing field lighting and accepted the quote received from Laser Alarms. Council agreed that the lights by the basketball court and play area need to be investigated and made to be working but to ensure they will not be intrusive to neighbouring properties. Council discussed CCTV remote access arrangements and agreed that Chair and Vice-Chair have remote access to the CCTV via the council iPads, and councillors will be informed when access is undertaken so that a date/time is logged. **Action: Clerk to update the CCTV Policy.** Proposed by Cllr Melvin, seconded by Cllr Gough and agreed by all.
- e) Council received an update regarding the planning application to site a 30-foot storage container on the playing field adjacent to the village hall. The planning application requires a Flood Risk Assessment because the playing field is in flood zone 2 and 3. A quote has been received for the FRA at £1895+VAT. The village hall had a FRA for the hall extension, and this document has been provided to the Planning Officer to see if this will suffice. **Action: Clerk** to contact the football club to advise them of the application status, and also obtain further quotes for the FRA if an updated version is required.
- f) Council considered the request for a memorial bench for Phil Awford, **Action: Clerk to request quotes** for a storytelling chair style seat to be installed near the oak tree for Council consideration.

9. Planning

- a) Council considered the following planning applications:
 - 24/00870/FUL – 32 Cresentdale, Longford. No objections.
 - 24/00958/FUL – 3 Gwinnett Drive, Longford. No objections
 - 24/00612/FUL – land at Horsbere Drive amended plans. Previous objection and comments remain applicable. **Action: Clerk.**
- b) There were no planning applications received since publication of the agenda.

10. Highways

- a) Council received an update from the Road Safety Working Group and noted that the Traffic Regulation Order request for Tewkesbury Road is still with the County road safety team.
- b) Council discussed joining Longford in a multi-parish Traffic Regulation Order to reduce speed of residential roads from 30mph to 20mph. Cllr Byers proposed that Longford PC join with the neighbouring parishes for an area-wide TRO, seconded Cllr Harris, all agreed. **Action: Clerk.**

11. To receive reports from representatives for information only:

- Allotments: none.
- Finance: no additional updates. Cllr Young to conduct a check of the accounts, a date to be arranged with the Clerk.
- Personnel: no further updates.
- Playing Field: the mistletoe removal works to the maple tree is due to be carried out on 4th December.
- Village Hall: Cllr Young reported from the latest village hall meeting, they have approximately 8 new volunteers to help the committee.

**Next Meeting to be held on Tuesday 4th February 2025 at 7.00pm (no meeting in January).
Deadline for agenda items is 27th January 2025.**

Meeting closed at 8.31pm.