

## Minutes of the Parish Council Meeting held on Tuesday 6<sup>th</sup> December 2022 at 7.30pm at Longford Village Hall

**1. Attendance noted as**

Cllrs J Ford (Chair), L Gough (Vice-Chair), K Doherty, C Byers, R Harris, R Meek, D Melvin, C Young

**Also present:** Mrs J Shirley (Clerk)

**Members of public present:** Two.

**Apologies:** County Cllr Awford, Borough Cllr Bocking.

**2. Declarations of interest in items on the agenda**

None.

**3. Approval of the minutes of the meeting held on 1<sup>st</sup> November 2022**

Council resolved to approve the minutes of the meeting held on 1<sup>st</sup> November 2022. Proposed by Cllr Byers, seconded by Cllr Melvin, all in favour.

**4. To receive an update on outstanding matters not on the agenda.** Bee Squared materials still to be prepared by the Clerk before the Spring.

**Members of the Public were invited to address the meeting.**

Chair of the Village Hall Management Committee was present regarding lighting around the village hall, it's on the list to be added in the future. The car park signs will be fitted lower on the building, so they are more visible to visitors. CCTV was also discussed, the Village Hall can provide storage for the CCTV unit, internet would be required which is planned for the Village Hall. **Action:** the Clerk will request an update to the quotes and submit a grant application to the Office of the Police and Crime Commissioner.

The "Member Pioneer" from the Co-op Shop came along to the meeting to introduce herself to the Council. The Co-op can provide small grants and support projects.

**To receive a report from County Cllr Awford.** Cllr Awford was unable to attend the meeting.

**To receive a report from the Borough Councillors.** Cllr Bocking forwarded his report prior to the meeting. The Borough Councillors were not present at the meeting.

**5. Finance / Procedures**

- a) Council received the bank reconciliation and budget analysis reports for the year to date.
- b) Council approved the draft budget and agreed the precept for 2023/24 as £31,740. The taxbase has increased for 2023/24 which meant that the precept levy can be higher without impacting the Band D average. **Action: Clerk.**
- c) Council approved the reimbursement of expenses to the Clerk (£142.95)
- d) Council approved invoices for payment. Proposed by Cllr Byers, seconded by Cllr Gough and all in favour.

Invoice Date	Payee	Net	VAT	Gross	Budget
30/11/22	Expenses Sept-Nov	£135.44	£7.51	£142.95	Admin
31/12/22	Salaries	Tbc	0.00	Tbc	Admin
03/11/22	Edge IT Systems	£185.60	£57.12	£342.72	Admin
24/11/22	GAPTC	£50.00	0.00	£50.00	Training
07/10/22	Greenfields	£1825.00	£365.00	£2190.00	P&OS
				£2582.72	

6. Cllr Byers gave an update on the plans for planting trees and managing the wildflower areas on the playing field and Sivell Close.
7. Council approved joining the Gloucestershire Orchard Trust at a cost of £25. **Action: Clerk.**
8. Council agreed to offer sponsorship of trees to individuals at £40 each (maximum 23 trees) in the new community orchard. An information board could give details of who has sponsored each tree along with information about the species of tree. The information board could also be sponsored. **Action: Cllr Meek** to make a poster advertising the tree sponsorship.
9. Council agreed the provision of 4 bird nesting boxes and creation of bug hotels. **Action: Cllr Ford** to purchase the 4 bird nesting boxes and 2 bug hotels.
10. Council discussed various types of specimen tree for the wildflower area. Cllr Doherty proposed a silver birch and a mountain ash be planted to complement the existing silver birch, seconded by Cllr Byers. All agreed. **Action: Cllr Ford to order the ash, Cllr Byers to liaise with Cllr Melvin to select a silver birch.**
11. Council reviewed and agreed the 2023 ground maintenance specification, **Action: Clerk to request quotes for February 2023 meeting.**
- 12. To consider planning applications**
  - a. 22/01225/APP - Land to The North Of Innsworth Lane Innsworth. Object due to infrastructure impact on flooding downstream. **Action: Clerk.**
- 13. Highways**
  - a) Council received an update from the Road Safety Working Group. **Action: Clerk** to submit a funding application for a VAS and a speedwatch camera.
- 14. To receive reports from representatives for information only:**
  - Allotments: water taps have been turned off for the winter. Further discussion needed regarding the water supply, to be added to the February agenda.
  - Play Park & Playing Field: Cllr Gough spoke about having a memorial stone installed in the community orchard with the inscription "Longford Remembers" so that the laying of the poppy wreath could take place within the parish. **Action: Clerk** to find out prices and bring to next agenda. A new bin needed near to the youth pod, **Action: Clerk** to find out prices and bring to next agenda. Cllr Gough left the meeting at 9.15pm.
  - Environment: all covered during the meeting.
  - Finance: an internal check of the accounts has been completed by Cllr Meek.
  - Personnel: the Clerk's annual appraisal is due in January/February 2023.
  - Village Hall Working Group: all covered during the meeting.

**Next Meeting to be held on 7<sup>th</sup> February 2023 at 7.30pm (no meeting in January).**

Meeting closed at 9.18pm.