

## Minutes of the Parish Council Meeting held on Tuesday 5<sup>th</sup> July 2022 at 7.30pm at Longford Village Hall

### 1. Attendance noted as

Cllrs J Ford (Chair), L Gough (Vice-Chair), C Byers, R Harris, C Young

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

**Members of public present:** Three.

**Apologies:** Cllrs K Doherty, R Meek, D Melvin, County Councillor Awford.

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

Cllr Young declared a personal interest in item 7.

### 3. Approval of the minutes of the meeting held on 7<sup>th</sup> June 2022

Council resolved to approve the minutes of the meeting held on 7<sup>th</sup> June 2022.

### 4. To receive an update on outstanding matters not on the agenda.

Clerk still to clarify ownership of the grass area in front of the electricity substation.

### 5. Co-option (1 vacancy)

No applications.

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

Three residents from Dawn Drive were present to discuss the wildflower area on Sivell Close which backs onto their gardens. Longford Gate Management are interested in making an offer for the land in question. The Clerk advised that the Council cannot discuss tonight as not on the agenda, but she would advise council to seek an independent valuation and recommend that the legal fees be met by the purchasers, both points were accepted by the residents. The Clerk also advised that the council is legally required to ensure it receives best value when disposing of an asset. The purchase offer will be added to the next meeting agenda for council to discuss.

In the meantime, it was requested that a one metre border around the boundary of the wildflower area be maintained, and the area should only be maintained by the council's appointed contractor. One section of fence needs replacing, there was discussion about the boundary which is legally the council's boundary but advice from solicitor is that the council is not legally responsible for the fencing. The request to replace a section of fencing to be added to the next meeting agenda item for decision. The residents of Dawn Drive felt that the level of consultation of the wildflower area was inadequate.

**To receive a report from the County Councillor.** Cllr Awford sent apologies

### To receive a report from the Borough Councillors.

Council noted the report forwarded by Cllr Bocking prior to the meeting; Cllr Bocking has been working with the military at Imjn to provide a room to the police for them to work from in this area rather than having to travel back to Tewkesbury station. A camera will be located on Sandhurst Lane to address a fly tipping hotspot. Police and Crime Commissioner has contacted parish councils to offer to visit and discuss anti-social. Clerk to follow-up as email not received. There was a 20 is plenty discussion and council noted that all of Innsworth apart from Longford Lane is 20mph.

Cllr Bocking left the meeting. Members of public left the meeting.

### 6. Finance / Procedures

- a) Council received the end of year bank reconciliation and budget analysis reports for May 2022.
- b) Council approved the reimbursement of expenses to the Clerk (£194.97)
- c) Council resolved to apply for a Lloyds charge or debit card and delegated authority to the

- Chairman, Cllr Byers and Clerk to arrange. **Action: Cllr Ford, Cllr Byers and Clerk.**
- d) Council deferred discussing the move to Microsoft 365 Business and associated costs pending recruitment of new clerk.
- e) Council approved the accounts for payment, proposed by Cllr Gough, seconded by Cllr Byers, all in favour. Payments have been made using online banking, authorised by Cllr Ford and Cllr Doherty.

Date	Transaction Details	Net	Vat	Gross	Budget
29/04/22	Glebe Contractors - Ground Maintenance May 2022	£473.00	£94.60	£567.60	P&OS
21/06/22	Edge IT Systems Ltd - Setup, training & annual fees for Allotments & Finance Software (year 1 of 5-year contract)	£660.80	£132.16	£792.96	IT
23/05/22	Hanman Split Ltd - Wildflower signs	£174.00	£34.80	£208.80	P&OS
30/06/22	Julie Shirley - June 2022 Expenses	£179.98	£14.99	£194.97	Admin
30/06/22	Confidential (Salary Costs)	£543.00	£0.00	£543.00	Admin
	TOTALS	£2030.78	£276.55	£2307.33	

7. Council received the update regarding the support for Longford Little Library and resolved to grant £800 for the purchase and installation of bookshelves and sundry expenses. **Action: Clerk to make the payment.**
8. Cllr Byers gave an update on the plans for planting trees and managing the wildflower areas on the playing field and Sivell Close. Cllr Byers and Cllr Doherty visited a local nursery for fruit trees for the corner of the playing field. Plans are for 3 specimen trees (M25 stock) and fill in with 10 of the 106 stock. Of the M25 stock: Bramley Apple and 2 nut trees possibly Sweet Chestnut and Almond. Of the 106 stock: Victoria Plum, Conference Pear, and Cox's Orange Pippin Apple, these are traditional English garden varieties, the rest could be traditional Gloucestershire varieties avoiding those used for Cider, Perry and fruit juices. Anticipated cost £520 for trees plus the cost of tree stakes. There will be further costs involved in preparing the ground, purchase wood chip, and improving the wildflower areas. **Action: Clerk to apply for a grant.** Council resolved to commit £1,000 towards the project, utilising earmarked reserves if the grant application is unsuccessful. Council approved the purchase of the fruit trees and a horse chestnut tree for Sivell Close and delegated authority to Cllr Byers and Cllr Doherty to make the arrangements. **Action: Cllr Byers and Cllr Doherty.**
9. Council noted that Tewkesbury BC has responded positively to the request for a metal litter / dog waste bin on Sandhurst Lane and has section 106 funds that can meet the cost.
- 10. To consider planning applications:**
- a) There were no applications received after agenda published.
11. Cllr Byers gave an update regarding Highways including 20 is plenty campaign; a Bill has been passed by the Welsh Government that every road with a house and pavement will have a 20mph limit. It is hoped that this will cascade through to England. Cllr Byers proposed that the council formally request that a 20mph sign be installed at either end of Longford Lane, Fircroft Road and Sivell Close replacing the existing 30mph signs where they exist and installing new where required. Seconded by Cllr Gough, all in favour. **Action: Clerk to forward request to Cllr Awford.**
12. To receive reports from representatives for information only:
- Allotments: competition is on 18<sup>th</sup> July 10am.

- Environment: there was a collapsed sewer at Saintbridge Road and the traffic lights were left up for over 24 hours after the incident was cleared. Cllr Awford intervened and arranged for the lights to be removed.
- Finance: nothing to report
- Personnel: to be discussed under item 13.
- Play Park & Playing Field: Clerk has met with 2 contractors to quote for remedial works on the field, quotes not yet received.
- Village Hall Working Group: no update.

13. Separate Business

*Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting.*

- Council received the Clerk's resignation and noted the final working date is Friday 30<sup>th</sup> September 2022.
- Council delegated authority to Personnel Working Group to advertise and recruit a new clerk. Council reviewed the job advert and agreed it should be advertised on GAPTC, GlosJobs and via the local clerks' network.

Next meeting Tuesday 13<sup>th</sup> September 2022, 7.30pm.

Meeting closed at 9.15pm.