

## Minutes of the Parish Council Meeting held on Tuesday 3<sup>rd</sup> May 2022 at 7.30pm at Longford Inn

1. **To elect Chair of Longford Parish Council and receive Chair's Declaration of Acceptance of Office:** Cllr Gough proposed Cllr Ford, seconded by Cllr Byers. All in favour. The Council received the Chair's Declaration of Acceptance of Office.
2. **To elect Vice-Chair of Longford Parish Council:** Cllr Byers proposed Cllr Gough, seconded by Cllr Young. All in favour.
3. **To appoint officers and representatives to the LPC committees / working groups / external bodies:**  
Allotments: Cllr Ford  
Environment: Cllr Byers, Cllr Doherty  
Finance: Cllr Ford, Cllr Meeks  
Flooding: Cllr Gough, Cllr Melvin (to be confirmed)  
Highways: Cllr Byers, Cllr Harris  
Personnel: Cllr Doherty, Cllr Young  
Planning: Cllr Harris  
Play Park: Cllr Byers  
Village Hall: Cllr Doherty, Cllr Young.
4. **To agree meeting dates for 2022/23:** it was agreed to continue meeting on the first Tuesday of each calendar month except for August and January.
5. **Attendance noted as**  
Cllrs J Ford (Chair), L Gough (Vice-Chair), C Byers, R Harris, R Meeks, C Young  
**Also present:** Borough Cllr Bocking, Mrs J Shirley (Clerk)  
**Members of public present:** None.  
**Apologies:** Cllr K Doherty, Cllr D Melvin, County Councillor Awford.
6. **Declarations of interest in items on the agenda**  
None.
7. **Approval of the minutes of the meeting held on 5<sup>th</sup> April 2022**  
Council resolved to approve the minutes of the meeting held on 5<sup>th</sup> April 2022.
8. **To receive an update on outstanding matters not on the agenda.**  
Sivell Close wildflower area: wildflower signs on order, checks into underground services show there are none. Clerk to enquire cost of cut and collect of the mown path of the open space on Sivell Close as the cuttings are tracking onto the pavement. **Action: Clerk.**
9. **Co-option (1 vacancy)**  
No applications.
10. **Finance / Procedures**
  - a) Council received the end of year bank reconciliation and budget analysis reports for March 2022.
  - b) Council resolved the dates (13th June to 22nd July 2022) for the Public Rights & Publication of Annual Governance & Accountability Return.
  - c) Council approved the year-end balance sheet for 2021/22.
  - d) Council approved the Annual Governance Statement (section 1) for 2021/22
  - e) Council approved the Annual Accounting Statements (section 2) for 2021/22
  - f) Council approved the purchase of Finance and Allotment Software, proposed by Cllr Byers, seconded by Cllr Gough, all in favour. (**Action: Clerk** to add review allotment rents to next agenda).
  - g) Council approved the accounts for payment, proposed by Cllr Byers, seconded by Cllr Gough, all in favour. Payments have been made using online banking, authorised by Cllr Ford and Cllr Doherty:

Invoice Date	Payee	Net	VAT	Gross	Budget
30/04/22	Salaries April 2022	£220.73	£0.00	£220.73	Admin
14/04/22	PATA (UK)	£95.40	£0.00	£95.40	Admin
20/05/22	Elliotts Skip Hire	£220.00	£44.00	£264.00	Allotments
				£580.13	

**11. To note arrangements for community events with Longford Village Hall**

a) Village fete on Jubilee weekend 2022 – the Council received a written report from Cllr Doherty.

**12. Council considered the following planning applications:**

App: 22/00523/OUT, Land Parcels 1635 1730 And 2043, Brook Lane, Down Hatherley Residential Development (up to 160 dwellings), associated works, including demolition, infrastructure, open space and landscaping. Vehicular access from the A38.

Council will review the planning application and discuss at the next meeting; **Action Clerk** to request an extension to the deadline.

**13. Council discussed updates from Highways including 20 is plenty campaign**

Cllr Byers provided details of a smart phone application called Speed Cam Anywhere, anyone can use it to report speeding vehicles but there is a charge to use the app. There was a discussion about arranging a community speed watch, Cllr Harris is finding out more details.

Cllr Harris has been liaising with Highways about the road safety at Longford Lane junction with Tewkesbury Road, vehicles attempting to turn right from Longford Lane have experienced near misses with traffic travelling northbound Tewkesbury Road.

**14. To receive reports for information:**

- Allotments – skip has been arranged for 20<sup>th</sup> / 21<sup>st</sup> May.
- Finance – no update
- Personnel – no update
- Play Park & Playing Field – Cllr Byers carried out checks of the play equipment.
- Village Hall representative – Cllr Doherty circulated a written report ahead of the meeting.

Cllr Bocking gave an update on the Parish Boundary Review, the recommendations are going to Tewkesbury Full Council for decision.

Next meeting Tuesday 7<sup>th</sup> June, 7.30pm. Agenda items: TPO, Longford Little Library, hedgerows.

Meeting closed at 8.45pm