

Minutes of the Parish Council Meeting held on Tuesday 4th July 2023 at 7.00pm at Longford Village Hall

1. Attendance noted as

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

Also present: Mrs J Shirley (Clerk)

Members of public present: One.

Apologies: Cllr R Harris, County Cllr P McLain, Borough Cllr S Hands

2. Declarations of interest in items on the agenda

None.

3. Approval of the minutes of the meeting held on 6th June 2023

Council resolved to approve the minutes of the meeting held on 6th June 2023. Proposed by Cllr Gough, seconded by Cllr Doherty, all in favour.

4. To consider applications to fill councillor vacancies by Co-option (2 vacancies)

Cllr Doherty proposed co-opting Dawn Melvin, seconded by Cllr Gough, all in favour.

5. Public Participation

A member of public wished to raise matters that relate to the village hall and playing field, it was agreed to invite comment at the relevant items.

Council received an emailed report from County Councillor Paul McLain.

There was no report from Borough Cllr Sarah Hands.

It was agreed to bring forward the next item.

6. To receive reports from representatives for information only:

- Village Hall: Cllr Young reported from the latest village hall meeting. There was general agreement with the Village Hall Committee that the new barriers will have restricted key access with a spare key stored in a key safe at the village hall. There was a suggestion to form a joint WhatsApp group from the Village Hall Committee with the Parish Council. Access to water was gained by the recent traveller encampment and the tap left on overnight which was costly to the village hall. Cllr Young also mentioned that the Village Hall Committee has requested a joint meeting with the Parish Council to discuss the recent security issues. It was agreed that the council needs a policy and will use a third-party organisation to evict any future unauthorised encampments. **Action: Clerk to draft policy.** It was also agreed to write to the County Council due to the lack of response from the Gypsy & Traveller Liaison Officer. **Action: Clerk.**
- Allotments: competition on 18th July 10am.
- Finance: to be covered under the next agenda item.
- Personnel: Cllr Doherty congratulated the Clerk on achieving the Masters Degree in Public Leadership and Management.

7. Finance / Procedures

- a) Council received the latest bank reconciliations for the 2023/24 accounts.
- b) Council noted that the new notice board for Horsbere Drive has consent from Highways and is on order with the supplier.
- c) Council noted that the vehicle access barriers for the playing field have been ordered. Padlocks will be purchased from Gloucester Locksmiths with the same restricted key, **Action: Clerk to order 8 padlocks, and 12 keys.**

- d) Council reviewed the plans for bund/barriers on playing field and agreed to install wooden railway sleepers at an approximate cost of £1,200 to create the outer edge of an earth bund, the soil to be added later once planning consents are obtained if required. The earth bund will be funded from the Projects earmarked reserve. **Action: Cllr Ford to order the items.**
- e) Council noted that the Borough Council will provide funding for the CCTV on the playing field, the work needs to be completed by September to be eligible. It was agreed that the Parish Council will upgrade the column lighting, the external lighting to the hall could be delayed until the next financial year or funded from the village hall improvement reserve. It was also noted that the new signs agreed at the last meeting will cost £422+VAT including one new post and installation.
- f) Council did not agree the quote for a bespoke storage box for the playing field.
- g) Council reviewed the Social Media Policy and nominated Cllr Young and Cllr Meek along with Cllr Byers to update social media on behalf of the council. **Action: Clerk.**
- h) Council noted that the GAPTC AGM will be held on Saturday 22nd July.
- i) Council approved payment of invoices:

Invoice Date	Payee	Gross	Budget
30/07/23	Salaries July 2023	tbc	Admin
23/06/23	Edge IT Systems Ltd	£669.00	Admin
30/06/23	SLCC Enterprises Ltd	£283.40	Admin
30/06/23	Glebe Contractors	£630.79	P&OS
30/07/23	HMRC Q1	£270.60	Admin

8. Parks, Open Spaces & Allotments

- a) A report was received from Cllr Byers regarding the community orchard and wildflower areas on the playing field and Sivell Close. The walnut tree is growing well now and doesn't need to be replaced. The spring seeding of the wildflowers was not fully successful. The trees for the orchard will be purchased in September, to be agreed at the September meeting.
- b) Council received a verbal update on play area repairs, quote awaited from contractor.
- c) Council noted that there is a Tree Protection Order on the veteran oak tree.
- d) Working party dates to be agreed at the next meeting.

9. To consider planning applications. 23/00577/FUL - The Meadows Walham Sandhurst, retrospective application. Council made no comment.

10. Highways

- a) There was no update from the Road Safety Working Group.
- b) Council noted that Highways have turned down the request to install a flood barrier across Sandhurst Lane. Council felt this was not acceptable and requested the Clerk to respond as the Highways measures currently in place are not sufficient to prevent vehicles from using Sandhurst Lane during floods. **Action: Clerk.**

Next Meeting to be held on 5th September 2023 at 7.00pm.

Meeting closed at 8.55pm.