

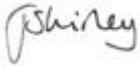
LONGFORD PARISH COUNCIL

www.longford-pc.gov.uk ~ Tel: 07759 118922

1st March 2023

I hereby give notice that the meeting of Longford Parish Council will be held in **Longford Village Hall on Tuesday 7th March 2023 at 7.30pm.**

Members of the Council are hereby summoned to attend for the purpose of transacting the business as set out below. **All residents** of the Parish are welcome to attend and a period of 15 minutes is set aside for members of the public to raise questions.



Julie Shirley, Clerk to Longford Parish Council

MEETING AGENDA 7th MARCH 2023

- 1. To note attendance and apologies for absence**
- 2. To receive declarations of interest in items on the agenda**
- 3. To approve the minutes of the meeting held on 7th February 2023.**
- 4. To receive an update on outstanding matters not on the agenda.**

The meeting may be adjourned at this point for members of the Public to speak. (15 mins max)

Members of the public are welcome to speak regarding any matter on the agenda or any items they wish to bring to the attention of the Parish Council; the Parish Council is not permitted to make any decisions during the public session. Members of the public are not permitted to address the meeting once the public session is concluded.

To receive a report from County Councillor (5 mins)
To receive a report from the Borough Councillors (5 mins)

5. Finance / Procedures (30 mins)

- a) To receive the latest bank reconciliations and budget versus spend report for the 2022/23 accounts.
- b) To consider 3 applications of weed-spray to the kerbside edges throughout Longford at a cost of £1215+VAT.
- c) To approve the invoices for payment.

6. Parks, Open Spaces & Allotments (30 mins)

- a) To receive an update on tree planting / wildflower areas and make decisions as needed – Cllr Byers
- b) To consider planting a tree to commemorate the King's Coronation – Cllr Gough.

7. Planning:

- a) To consider planning applications:
 - 23/00142/FUL 3 Chesterton Court, Longford Replace Existing Conservatory with a Single Storey Rear Extension, Summerhouse and New Garden Wall (As Built Application ref previous Approval 12/00824/FUL and 14/00027/FUL.)
 - 23/00070/FUL 12 Sivell Close, Longford. Removal of conservatory and construction of two-storey rear extension
- b) To ratify the objection to application 23/00044/OUT Land at Horsbere Road, Longford for 21 apartments.

8. Highways:

- To receive an update from the Road Safety Working Group

9. To receive reports from representatives for information only:

- Allotments
- Environment
- Finance
- Personnel
- Play Park & Playing Field
- Village Hall.

Next meeting: Tuesday 4th April 2023 7.30pm.

Minutes of the Parish Council Meeting held on Tuesday 7th February 2023 at 7.30pm at Longford Village Hall

1. Attendance noted as

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

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

Members of public present: None.

Apologies: Cllr D Melvin, R Harris, K Doherty, Borough Cllr Ockleton.

2. Declarations of interest in items on the agenda

None.

3. Approval of the minutes of the meeting held on 6th December 2022

Council resolved to approve the minutes of the meeting held on 6th December 2022. Proposed by Cllr Gough, seconded by Cllr Byers, all in favour.

4. To receive an update on outstanding matters not on the agenda. None.

There were no Members of the Public at the meeting.

To receive a report from County Cllr Awford. No report.

To receive a report from the Borough Councillors. Cllr Bocking will forward his report by email and ran through the main items. There is a planning application for 85 dwellings in Twigworth. Tewkesbury Borough Council has a 5-year housing land supply. Tewkesbury BC is considering live-streaming its meetings. Gloucestershire County Council is consulting on how transport can be de-carbonised.

5. Finance / Procedures

- a) Council received the bank reconciliation and budget analysis reports for the year to date.
- b) Council appointed GAPTC for the independent audit 2022-23 at a cost of £215. **Action: Clerk.**
- c) Council appointed the 2023 ground maintenance contract to Glebe, proposed by Cllr Byers and seconded by Cllr Gough, all in favour. **Action: Clerk.**
- d) Council considered the options for replacing the litter bin by the youth shelter and Cllr Byers proposed the Broxap Standard Derby 120 litre at £344+VAT. Ground anchor fixings required to fix to the concrete base. Delivery to Cllr Byers address for convenience. Seconded by Cllr Young, all in favour. **Action: Clerk**
- e) Council approved invoices for payment. Proposed by Cllr Byers, seconded by Cllr Gough and all in favour.

Invoice Date	Payee	Net	VAT	Gross	Budget
31/01/23	Salaries	Tbc	0	Tbc	Admin
01/01/23	Gloucestershire Orchard Trust	£25.00	0.00	£25.00	P&OS
13/12/23	GAPTC	£25.00	0.00	£25.00	Training
01/01/23	Greenfields	£884.00	£176.80	£1060.80	P&OS
31/01/23	David Kaspar Fruit Trees	£270.00	£0.00	£270.00	P&OS
				£1380.80	

6. Parks, Open Spaces & Allotments

- a) Cllr Byers gave an update on the plans for planting trees and managing the wildflower areas on the playing field and Sivell Close. Following the request at the last meeting for memorial stone options, the Clerk showed a photo of granite memorial stone suitable for

“Longford Remembers” which could be located at Sivell Close open space to remember the fallen of Longford on Remembrance Sunday as well as those lost through the pandemic.

- b) Council reviewed the draft artwork for the information boards, it was decided to wait 12 months before installing permanent boards as the orchard is incomplete. **Action: Clerk** to prepare temporary information boards for Sivell Close and the Community Orchard.
- c) Council considered options to mark the King’s Coronation and deferred until next meeting. **Action: Clerk** to add to next agenda.

7. To consider planning applications. None.

8. Highways

- a) Council received an update from the Road Safety Working Group. Cllr Byers is awaiting training on speed cameras for community speedwatch. Grant application for mobile VAS was submitted, the outcome not yet known.

9. To receive reports from representatives for information only:

- Allotments: sub meter water supply to adjacent field was discussed. **Action: Clerk** to write to new landowner.
- Play Park & Playing Field: monthly inspection has been carried out. The play area hedge needs cutting back. Several holes in the field need filling, **Action: Cllrs Byers and Ford to top up with soil.** The safety surfaces on the play area need to be cleared back, a volunteer working party to be organised in March. **Action: Clerk / Cllr Byers.**
- Environment: all covered during the meeting.
- Finance: no update.
- Personnel: the Clerk’s annual appraisal will be carried out on 7th March 2023.
- Village Hall: Cllr Young updated the meeting on latest Village Hall meeting. Football Club asked about the annual herbicide application to the pitch which won’t include the wildflower areas. There was also a query about the car boot sales and whether the orchard will prevent parking of cars – Cllr Young to ask for a schedule of car boot dates and locations of where cars will be parked. The Clerk gave an update on the CCTV meeting with the contractor and the need for the floodlights to be updated so that there will be power to the cameras.

Next Meeting to be held on 7th March 2023 at 7.30pm.

Meeting closed at 8.45pm.

Bank Account Reconciled Statement

Lloyds Current

Statement Number	10	Bank Statement No.	10
Statement Opening Balance	£60,587.42	Opening Date	01/01/23
Statement Closing Balance	£60,058.84	Closing Date	31/01/23
True/ Cashbook Closing Balance	£60,058.84		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/01/23	DC230101RP	Rootsplants	36.00	0.00	60,551.42
01/01/23	DC230101TM	Thompson and Morgan	78.93	0.00	60,472.49
01/01/23	DD230101WP	WaterPlus	39.40	0.00	60,433.09
06/01/23	BACS230105HMRC	HMRC	294.80	0.00	60,138.29
07/01/23	DC230107NGC	Norton Garden Centre	7.48	0.00	60,130.81
13/01/23	DC230113FIL	Fasthosts Internet Ltd	12.00	0.00	60,118.81
14/01/23	DC230114NGC	Norton Garden Centre	53.88	0.00	60,064.93
17/01/23	DC230117Am	Amazon	6.09	0.00	60,058.84

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	528.58	0

Reconciled by Julie Shirley

Signed _____

Clerk / Responsible Financial Officer

Chair

Date _____

Financial Budget Comparison

Comparison between 01/04/22 and 31/01/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		2022/23	Reserve Movements	Actual Net	Balance
INCOME					
COUNCIL					
10	Precept	£23,000.00	£0.00	£23,000.00	£0.00
20	Allotment Rents	£1,000.00	£0.00	£535.70	£-464.30
30	Grants and other income	£0.00	£1,000.00	£1,300.00	£300.00
99	VAT reclaim	£0.00	£0.00	£3,354.44	£3,354.44
Total COUNCIL		£24,000.00	£1,000.00	£28,190.14	£3,190.14
Total Income		£24,000.00	£1,000.00	£28,190.14	£3,190.14
EXPENDITURE					
COUNCIL					
100	Staff Costs	£8,000.00	£0.00	£4,163.87	£3,836.13
110	Office admin / expenses	£2,700.00	£0.00	£2,041.58	£658.42
120	Insurance	£700.00	£0.00	£472.36	£227.64
130	Donations	£250.00	£0.00	£1,077.50	£-827.50
140	Parks & Open Spaces	£6,000.00	£157.92	£7,762.95	£-1,605.03
150	Allotments	£2,000.00	£2,360.00	£3,210.88	£1,149.12
160	Maintenance	£2,250.00	£0.00	£2,154.90	£95.10
170	Training	£600.00	£0.00	£125.00	£475.00
180	IT incl software	£2,000.00	£0.00	£946.40	£1,053.60
190	Newsletter, website, email	£300.00	£0.00	£135.00	£165.00
200	New equipment	£0.00	£0.00	£0.00	£0.00
210	Projects	£2,000.00	£20,348.00	£21,348.00	£1,000.00
999	VAT Payments	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/22 and 31/01/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

	2022/23	Reserve Movements	Actual Net	Balance
Total COUNCIL	£26,800.00	£22,865.92	£43,438.44	£6,227.48
Total Expenditure	£26,800.00	£22,865.92	£43,438.44	£6,227.48
Total Income	£24,000.00	£1,000.00	£28,190.14	£3,190.14
Total Expenditure	£26,800.00	£22,865.92	£43,438.44	£6,227.48
Total Net Balance	-£2,800.00		-£15,248.30	