

LONGFORD PARISH COUNCIL

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

26th January 2026

I hereby give notice that the meeting of Longford Parish Council will be held in **Longford Village Hall** on **Tuesday 3rd February 2026 at 7.00pm.**

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.

J. Shirley

Julie Shirley, Clerk to Longford Parish Council

MEETING AGENDA 3 FEBRUARY 2026

- 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 6th January 2026.**
- 4. To consider applications to fill two councillor vacancies by Co-option.**
- 5. 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 attend and in accordance with the parish council's Standing Orders may, at this agenda item, make representation, answer questions and give evidence at this meeting in respect of the business on the agenda. The Parish Council is not permitted to make any decisions during the public session.

Please note:

- i. The period designated for public speakers shall not exceed fifteen minutes.*
- ii. No individual member of the public shall speak for more than three minutes unless directed by the Chair of the meeting.*
- iii. No question put shall require a response nor start a debate on the question. The Chair of the meeting may direct that a written or oral response be given.*

Whilst members of the public are welcome to stay for the duration of the meeting there is no further opportunity for participation unless invited to do so by the Chair of the meeting.

To receive a report from County & Borough Councillor(s) (5 mins)

6. Finance

- a) To receive the latest bank reconciliations and budget reports.
- b) To consider the installation of a 360-degree motion sensor and replacement light on the outside of the village hall at a cost of £294+VAT.
- c) To consider the appointment of GAPTC as internal auditor for 2025-26 at a cost of £250.
- d) To note payments made since the last meeting and approve invoices for payment.

7. Parks & Open Spaces

- a) To receive an update on the community orchard and agree any actions.
- b) To agree working party dates.
- c) To receive a verbal update on the grass cutting of Highways-verges in the parish.
- d) To discuss the issue of car parking at the playing field and surrounding roads on Saturdays.

8. Planning

- a) To consider new planning applications including those received since publication of the agenda.

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Date received	App Ref	Address	Details
16/01/2026	26/00022/TPO	112 Tewkesbury Road	TPO 69 - T1 Turkey Oak - 2.5m reduction

b) To receive an update on the planning enforcement 25/00108/ENFC.

9. Highways:

- a) To receive an update from the Road Safety Working Group
- b) To receive an update on village gateways and vehicle activated speed signs.
- c) To discuss the condition of the access road to Victoria Court and consider options for progressing repairs with Bromford Housing.

10. To receive reports from representatives of Allotments, Finance, Personnel, Playing Field and Village Hall, for information only.

11. The next meeting of the parish council will be held on Tuesday 3rd March 2026 at 7pm. Council to note that the Clerk is unavailable for this meeting and for Council to make appropriate arrangements.

Minutes of the Parish Council Meeting held on Tuesday 6th January 2026 at 7.00pm at Longford Village Hall

1. Attendance noted as

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

Also present: Mrs J Shirley (Clerk)

Members of public present: None.

Apologies: None.

Absent: Cllr G Bocking.

2. Declarations of interest in items on the agenda

None.

3. Approval of the minutes of the meeting held on 2nd December 2025.

Council resolved to approve the minutes of the meeting held on 2nd December 2025. Proposed by Cllr Doherty, seconded by Cllr Gough, all in favour.

Public Participation

No public.

4. Finance

- a) Council received the latest bank reconciliations and budget comparison report.
- b) Council agreed the 2026/27 budget and that £3,190 expenditure would be met from general fund rather than precept.
- c) Council approved the 2026/27 precept as £32,310 which equates to a zero per cent increase on a Band D property. **Action: Clerk.**
- d) Quote for the 360-degree motion sensor not yet received, item deferred to February meeting.
- e) Council considered the £60 contribution towards a yellow sandbag container and agreed to pay for 2 containers. **Action: Clerk**
- f) Council approved the invoices for payment:

31/12/25 – HMRC Q3 PAYE/NI - £440.25.

31/12/25 – Cllr K Doherty – Police meeting refreshments - £12.60

5. Council considered new planning applications including those received since publication of the agenda.

None.

Next ordinary meeting to be held on Tuesday 3rd February 2026 at 7pm. Deadline for receipt of agenda items is Monday 26th January 2026.

Meeting closed at 7.20pm

Bank Account Reconciled Statement

Lloyds Current

Statement Number	48	Bank Statement No.	48
Statement Opening Balance	£74,249.47	Opening Date	01/12/25
Statement Closing Balance	£70,484.02	Closing Date	31/12/25
True/ Cashbook Closing Balance	£70,484.02		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
02/12/25	BACS251202GC	Glebe Contractors Ltd	696.00	0.00	73,553.47
02/12/25	BACS251202JS	Julie Shirley	342.65	0.00	73,210.82
02/12/25	BACS251202LA	Laser Alarms	546.00	0.00	72,664.82
02/12/25	BACS251202LFT	Lodge Farm Trees	240.00	0.00	72,424.82
02/12/25	BACS251202PO	Parish Online	462.00	0.00	71,962.82
02/12/25	BACS251202Sal	Salaries	14.95	0.00	71,947.87
02/12/25	BACS251202VPC	Venables Pest Control	840.00	0.00	71,107.87
02/12/25	DC251202GOT	Gloucestershire Orchard Trust	25.00	0.00	71,082.87
12/12/25	DC251212GG	GiffGaff	6.00	0.00	71,076.87
15/12/25	BACS251213NH	NB Construction	78.00	0.00	70,998.87
16/12/25	DC251216Amazon	Amazon	32.20	0.00	70,966.67
18/12/25	DD251218LB	Lloyds Bank	4.25	0.00	70,962.42
29/12/25	SO251230JS	Salaries	478.40	0.00	70,484.02

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	3765.45	0

Reconciled by Julie Shirley

Signed _____
Clerk / Responsible Financial Officer

Chair

Date _____

Financial Budget Comparison

Comparison between 01/04/25 and 31/12/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2025/26	Reserve Movements	Actual Net	Balance
INCOME					
COUNCIL					
10	Precept	£32,030.00	£0.00	£32,030.00	£0.00
20	Allotment Rents	£1,100.00	£0.00	£1,062.63	-£37.37
30	Grants and other income	£330.00	£435.69	£860.69	£95.00
99	VAT reclaims	£0.00	£0.00	£3,667.49	£3,667.49
Total COUNCIL		£33,460.00	£435.69	£37,620.81	£3,725.12
Total Income		£33,460.00	£435.69	£37,620.81	£3,725.12
EXPENDITURE					
COUNCIL					
100	Staff Costs	£6,750.00	£0.00	£5,921.55	£828.45
110	Office admin / expenses	£2,000.00	£0.00	£2,706.29	-£706.29
120	Insurance	£650.00	£0.00	£801.97	-£151.97
130	Donations	£150.00	£0.00	£150.00	£0.00
140	Parks & Open Spaces	£10,500.00	£30.80	£9,098.37	£1,432.43
150	Allotments	£8,000.00	£0.00	£4,862.75	£3,137.25
160	Maintenance	£2,000.00	£0.00	£1,430.62	£569.38
170	Training	£150.00	£0.00	£30.00	£120.00
180	IT incl software	£1,200.00	£0.00	£1,038.00	£162.00
190	Newsletter	£0.00	£0.00	£0.00	£0.00
200	New equipment	£1,500.00	£706.90	£1,696.85	£510.05
210	Projects	£560.00	£0.00	£0.00	£560.00
999	VAT Payments	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/25 and 31/12/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

	2025/26	Reserve Movements	Actual Net	Balance
1000 Devolution Contingency	£0.00	£0.00	£0.00	£0.00
Total COUNCIL	£33,460.00	£737.70	£27,736.40	£6,461.30
Total Expenditure	<u>£33,460.00</u>	<u>£737.70</u>	<u>£27,736.40</u>	<u>£6,461.30</u>
Total Income	£33,460.00	£435.69	£37,620.81	£3,725.12
Total Expenditure	<u>£33,460.00</u>	<u>£737.70</u>	<u>£27,736.40</u>	<u>£6,461.30</u>
Total Net Balance	£0.00		£9,884.41	



QUOTATION

Client Order**Ref Job Number****Date**

W 15135

13 Jan 2026

Quotation valid for 30 Days.

Site Ref Number

Longford Village Hall
BO Box 2281
Gloucester
GL3 9GT

From:

Laser Alarms Ltd (Gloucester)
Laser House
86 Newton Road
Gloucester
GL4 4LT

Site Address:

Longford Village Hall/Playing Field

Scope of Works:

1 x Challenger 360° PIR Presence Detector Black sensor to highlight movement quicker and 360 degree angle to pick up from all angles.

1 x Firstlight Reflex 30W Twin LED Tri-Colour Security Light with PIR

fully installed and checked with 2 hours labour

Subtotal	£294.22
VAT @ 20%	£58.84
Total	£353.06

Raised By: Ashley Pugh

* - VAT rate quoted correct when printed on 26-01-2026

This is an automated Quotation and is valid without a signature.



Longford Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

No	Payment Reference	Gross	To pay	Heading	Invoice date	Invoice no.	Details	Payment Reference Total
1508	BACS2602 03GF	£257.40	£257.40	140/2	06/01/26	INV009989	Greenfields Garden Services Ltd - To carry out adjustments to play area gate as per quote Q015232.	£257.40
Sub Total		£257.40	£257.40					
Total		£257.40	£257.40					

Signature _____

Signature _____

Date _____

Our Contact: Gaynor Baldwin
Direct Dial: 01684 272152
Email: Gaynor.Baldwin@tewkesbury.gov.uk



16.01.2026

Longford Parish Council
Julie Shirley
Clerk To Longford Parish Council
PO Box 2281
Gloucester
Gloucestershire

Dear Sir/Madam

APPLICATION NO: 26/00022/TPO
DESCRIPTION: TPO 69 - T1 Turkey Oak - 2.5m reduction
LOCATION: 112 Tewkesbury Road, Longford, Gloucester
GRID REF: 383932 220994

The following link gives details of the above proposal and we would be pleased to receive the response your organisation would like this authority to consider when dealing with the application within the next 21 days.

Since the Local Planning Authority has by law only a limited period in which to determine this application, it is essential that your representations are received as soon as possible.

Please find the application via the following link:-

<http://publicaccess.tewkesbury.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T8RFEOQDGY200>

Please allow 2 – 3 working days for the documents to appear on our website, once available click on the documents tab to view the application form and associated drawings/reports.

Representations can now be made via our website www.tewkesbury.gov.uk or submitted by email to developmentapplications@tewkesbury.gov.uk. Alternatively you can write to the Planning Department quoting the above application number.

If however, a reply has not been received within 21 days of the above date it will be assumed that you have no representations to make on the application.

Yours faithfully

For Associate Director - Planning
Tewkesbury Borough Council

Site is affected by:

Airfield Staverton 150 Feet (45.7 Metres)

Gloucester Road Tewkesbury Gloucestershire GL20 5TT Tel: 01684 295010 www.tewkesbury.gov.uk

Airfield Staverton 150 Feet (45.7 Metres)

Green Belt 20m Buffer Green Belt 20m Buffer Check The Green Belt

Flood Zone 3 Flood Zone 3

Longford Parish Longford Parish

Longford Parish Longford Parish

Newspaper Area The Citizen

Newts Newts Amber

Zone of Influence (Cotswold Beechwoods) Zone Of Influence (Cotswold Beechwoods)

Victoria Court access road condition

