

Minutes of the Parish Council Meeting held on Tuesday 3rd March 2026 at 7.00pm at Longford Village Hall

1. Attendance noted as

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

Also present: Mrs J Shirley (Clerk)

Members of public present: One.

Apologies: Cllr K Doherty, County & Borough Cllr Sarah Hands

2. Declarations of interest in items on the agenda

None.

3. Approval of the minutes of the meeting held on 3rd February 2026.

Council resolved to approve the minutes of the meeting held on 3rd February 2026. Proposed by Cllr Byers, seconded by Cllr Gough, all in favour.

4. There were no applications to fill two councillor vacancies by Co-option.

5. Council received updates regarding outstanding items not already on the agenda.

- HMO is awaiting planning decision; application has been revised from 6 bedrooms to 5 bedrooms.
- Reminder: whole Council training will be held on Friday 6th March at the village hall.
- Bike Racks will be ordered from Glasdon; delivery address to village hall and Cllr Byers will provide access.

6. Public Participation

The football club would like to get the pitch reseeded and needs a month when the pitch is not used; there was no objection from the parish council for the football to carry out the works.

7. Report from County & Borough Councillor: no report.

8. Planning

- a) There were no new planning applications to consider.
- b) It was noted that a Planning Contravention Notice has been served in reference to land adjacent to the White Horse, Sandhurst Lane.
- c) Council considered joining a Community Liaison Group to facilitate communication during the construction of Cox's Brook Solar Farm. It was agreed that Cllr Harris and Cllr Byers will join the group to represent Longford Parish Clerk. **Action: Clerk.**

9. Highways

- a) Cllr Harris provided an update from the Road Safety Working Group. There is a speed watch group being formed between Twigworth and Longford supported by the local PCSO, with volunteers from both parishes to be trained and participate in speed monitoring.
- b) Cllr Harris gave a brief update regarding village gateways and vehicle activated signs; there has been no progress as yet.
- c) Council received an update from Cllr Young regarding the condition of the access road to Victoria Court. Bromford Housing is sending a surveyor to look at the access road. It was also noted that the two poplar trees on Bromford Housing land are due to be felled on 16th March.

10. Council confirmed joining a multi-parish council working party on sewerage overflow issue and appointed Cllr Harris, Cllr Byers and Cllr Bocking as Longford's representatives.

11. Emergency Plan

- a) Council considered participation in a Gloucestershire County Council and Tewkesbury

Borough Council emergency scenario to test the parish council's emergency plan. It would involve hiring the village hall for the day and the village hall committee were agreeable to participate if available.

12. Council discussed responses to the Gloucestershire Local Government Reorganisation and completed the consultation during the meeting.

13. Finance

- a) Council received the bank reconciliation as at 31st January 2026 and confirmed the balance matched the bank statement.
- b) Council received the budget report.
- c) Council confirmed the annual donation to S.A.R.A. and agreed the amount to be £300.
Action: Clerk.
- d) Council noted that Cllrs Doherty & Young have completed a check of the accounts.
- e) Council reviewed the asset register with no amendments.
- f) Council reviewed the earmarked reserves with no amendments.
- g) Council approved the invoices for payment (Cllr Harris and Cllr Byers will approve the online payments):

Date	Supplier	Details	Gross
12/02/26	Chris Arnold Tree Surgery	Oak tree works	£1,440.00
13/02/26	Edge IT Systems Ltd	IT Services to upgrade Windows on laptop	£422.40
09/02/26	Edge IT Systems Ltd	Windows 11 Upgrade Key	£35.94
24/02/26	Laser Alarms	Installation of 360 degree PIR & sensor	£353.06
12/02/26	Tewkesbury Borough Council	Supply and install 2 x mixed waste bins & remove 1 x dog waste bin	£1,062.00
03/03/26	S.A.R.A.	Donation	£300.00
			£3,613.40

14. Parks, Open Spaces & Allotments

- a) Cllr Byers gave an update on the playing field and community orchard. Cllr Bocking left the meeting.
- b) Working party date was arranged for 21st March to spread the top soil on the exposed tree roots and clean the play surface under the seesaw. It was agreed that Cllr Byers could order an additional cubic metres of top soil (2 cubic metres in total).
- c) Council noted the issue of human excrement found on the playing field near the storage container; council considered that this was a one-off incident and will monitor the issue.
- d) Council confirmed the grass cutting contract for 2026 including the highways verges twice a month. **Action: Clerk** to inform Glebe Contractors.
- e) A company in Hereford can provide the one-day brushcutter training at a cost of £245 per person. It was agreed that Cllr Byers and Cllr Harris will attend on 29th May. **Action: Clerk.**
- f) Council confirmed acceptance of a silver birch tree for the wildflower area, supplied free of charge from Gloucestershire County Council. **Action: Cllr Byers.**
- g) Council confirmed acceptance of 20 metres of hedging for the allotment boundary, supplied free of charge from Gloucestershire County Council.
- h) Council would like quotes for planting hedging for the whole allotment boundary. **Action: Clerk.**
- i) Council reviewed the Allotment tenancy agreement and amended the wording on clause 8 that any sheds need to be 1 metre clear of the boundary. Add new clause that hose pipes must not be left unattended. Council agreed to maintain the plot fees of £5 per lug. **Action: Clerk** to issue the updated tenancy agreement to ploholders and add agenda item to next meeting to assess the condition of the allotments and agree any future maintenance.

15. To receive reports from representatives:

- Allotments: the plots were inspected; two vacant plots and five people on waiting list.

Signed

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Date

- Finance: no further updates.
- Personnel: to be covered under separate business.
- Playing Field: no further updates.
- Village Hall: minutes of meetings have not been sent to the parish council. Spare sensor light could possibly be used under the village hall canopy (to be considered next meeting). Dimensions of bike racks to be sent to the village hall and Cllr Byers. Village Hall have applied for a grant to update the kitchen.

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.

16. Cllr Young provided an update regarding the recruitment of a new Clerk.

17. Council considered varying the meeting day and / or venue for future parish council meetings to engage with the community more. Final decision regarding changing the meeting day or venue will be made at the next meeting.

18. Next ordinary meeting to be held on Tuesday 7th April 2026 at 7pm.

- Agenda items to include allotment maintenance, utilisation of spare sensor light, rainwater harvesting.
- Deadline for receipt of agenda items is Friday 27th March 2026.

Meeting closed at 8.50pm.