

LONGFORD PARISH COUNCIL

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

19th May 2026

I hereby give notice that the **Annual** meeting of Longford Parish Council will be held in **Longford Village Hall** on **Tuesday 26th May 2026 at 7.15pm.**

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. Kay

John Kay, Clerk to Longford Parish Council

MEETING AGENDA 26 MAY 2026

- 1. To elect Chair of Longford Parish Council and receive Chair's Declaration of Acceptance of Office**
- 2. To elect Vice-Chair of Longford Parish Council**
- 3. To note attendance and apologies for absence**
- 4. To receive declarations of interest in items on the agenda**
- 5. To approve the minutes of the meeting held on 7th April 2026**
- 6. To consider applications to fill two councillor vacancies by Co-option.**
- 7. To receive an update on outstanding matters not on the agenda.**
- 8. To appoint officers and representatives to the LPC working groups / external bodies**
- 9. To agree meeting dates for 2026/27**

10. Public Participation

(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.

11. To receive a report from County & Borough Councillor(s)

(5 mins)

12. Planning

(5 mins)

- a) To consider new planning applications including those received since publication of the agenda.
- b) To receive an update from the Cox's Brook Solar Farm Community Liaison Group.
- c) To consider the premises licence application - The White Horse Chinese Restaurant - 26/00742/LIQPRM

13. Highways

(5 mins)

- a) To receive an update from the Road Safety Working Group
- b) To receive an update on village gateways and vehicle activated speed signs.

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14. Finance / Procedures

(30 mins)

- a) To receive the latest bank reconciliation and confirm the balance matches the bank statement.
- b) To receive the latest budget reports.
- c) To review the Council's bankers, authorised signatories, and confirm direct debits
- d) To review the Standing Orders
- e) To review the Financial Regulations
- f) To review the Code of Conduct
- g) To review the Publication Scheme (no proposed changes)
- h) To review the risk management scheme (minor amendments)
- i) To review the Internal Controls Policy (minor amendments on debit card controls)
- j) To review the insurance and consider insurance renewal quotes
- k) To approve the invoices for payment.

15. Parks, Open Spaces & Allotments

(10 mins)

- a) To receive an update on the playing field and community orchard and agree any actions.
- b) To agree working party dates.
- c) To consider harvesting rainwater from the container and Village Hall Roof.
- d) To consider autumn planting of spring bulbs.

16. To consider a request from Longford Village Hall (LVH) Committee for funding from the Parish Council's Village Hall Improvement Budget to enable the installation of a hearing loop and audio-visual equipment. The LVH Committee will provide the exact costings, with the estimate being approximately £5,000

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