LONGFORD PARISH COUNCIL
c/o 8 Mildenhall Way, Quedgeley, Gloucester, GL2 2DH
Email: clerk@longford-pc.gov.uk Tel: 07759 118922

Minutes of the Parish Council Meeting held on

Tuesday 24th November 2026 at 7.00pm at Longford Village Hall

Attendance noted as
Cllrs R Harris (Chair), C Byers (Vice-Chair), K Doherty, G Bocking, C Young, D Melvin, J Tyler and C Tyler.
Also present: Mr J Kay (Clerk) and one member of the public.

1. **To note apologies for absence**
   Apologies for absence were received from Cllr L Gough (personal).

2. **To receive declarations of interest in items on the agenda**
   There were no declarations of interest.

3. **To approve the minutes of the meeting held on 22nd September 2026**
   The minutes were signed by the Chair as a true record of the meeting.

4. **To receive an update on outstanding matters not on the agenda.**
   Cllr Byers highlighted that the noticeboard at the playing fields was no longer useable. He agreed to provide photographs and sizes to the Clerk to allow a replacement to be ordered.

5. **Public Participation**
   A member of the public highlighted the ongoing parking issues and conflict between users of the village hall and the football teams at weekends. He requested permission to use the overflow and area in front of the hedge for parking, especially as the ground remains firm.

   The parish council are sympathetic to the situation but are concerned over use of the areas will result in damage to the surfaces. **IT WAS AGREED** that the Parish Council would accept parking on the overflow and area in front of the hedge for parking on the conditions that the football club supervise the activities, by named supervisors and agree to cover any costs of repairs to the surface that occur as a result of the parking. This would need to be confirmed in writing by the football club. Should ground conditions deteriorate over the winter period, then no parking would be restricted in these areas.

6. **Report from County & Borough Councillor**.
   Tewkesbury Borough Councillor Ria had provided her apologies and a written report including Strategic/Local Plan decisions, poor Post Office delivery times, a new Household Support Fund and a Gloucestershire Spatial Development Strategy consultation.

   Councillors noted their disappointment that no update or communication had been received by Gloucestershire County Councillor Sarah Hands for several months.

7. **Planning**
   a) There were no planning applications to consider. It was noted that GCC Enforcement had sent a positive email update on enforcement of illegal dumped materials which had been a long standing issue in the parish.
   b) There was no update from the Cox's Brook Solar Farm Community Liaison Group. The Clerk was asked to obtain an update for the next meeting.

Signed ……. Date ……

8. Highways

a) Cllr Harris provided an update from the Road Safety Working Group including his recent meeting with the GCC Highways Manager who confirmed that funding would be available for new signs and road markings.

b) Cllr Harris provided an update on village gateways and vehicle activated speed signs including match funding being available for gateway signing, 5 locations within the parish and speed monitoring to be carried out by Down Hatherly PC. The Clerk was asked to contact the GCC Highway Manager about the match funding with Longford PC setting aside £10k for the project.

9. Finance

a. Council received the latest bank reconciliation and confirmed the balance £82.098.62 matches the bank statements as of 10th November 2026.

b. The following payments were approved

Supplier	Details	Payment
John Kay	Salary & Expenses	£657.40
Glebe Contractors	Grass Cutting	£228.00
Village Hall	Contribution to PA/Sound System	£5,000.00
Julie Shirley	McAfee Subscription	£114.99
	Total	**£6,000.39**

c. The Clerk presented the draft 2027/28 budget. The Council confirmed the following Earmarked (Named) Reserves: Playgrounds £10k, Road Safety £10k, Elections £3k, CCTV £5k.

d. **IT WAS RESOLVED** to adopt the WhatsApp Policy with the removal of the reference to "Twinberrow" and the addition of General Discussion/Information Sharing being added to the list of what WhatsApp may be used for.

10. Parks, Open Spaces & Allotments

a) Cllr Byers reported that tree maintenance was required at the playing fields at the next working party, permission was given for the purchase of a wheel barrow. The Clerk was asked to contact Severn Trent regarding water supply and a lockable standpipe at the Queens Canopy Orchard. Cllr Harris to switch water off for winter period at allotment site next week.

b) Cllrs Harris and Byers reported on the selected style and location for the memorial bench. **IT WAS RESOLVED** to purchase a Westwood Round 8 Seater bench, to be located on the "top bank between the play area and Queens Canopy Orchard". The wording for the plaque had been agreed.

c) **IT WAS RESOLVED** that a working party would be carried out at 11am on Saturday 28th November 2026.

d) It was noted the arrangements had been updated to allow the overhead barrier to be opened in an emergency situation at the entrance to Village Hall.

e) The Councillors considered the Council's position on concessions for the hire of playing fields by Charitable. **IT WAS RESOLVED** that the Parish Council would only consider Registered Charities to be eligible for a discount for the use of the playing fields (not Village Hall).

f) **IT WAS RESOLVED** to purchase of three bleed kit/cabinets, one for the Village Hall and two other locations within the parish, potentially the Clock Tower and local shops areas. Cllr Harris to discuss with local building owners.

g) **IT WAS RESOLVED** to purchase ID badges and lanyards for Councillors and the Clerk.

Signed ……. Date ……

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11. To receive reports from representatives:

- Allotments: Cllr J Tyler has agreed to be Council Representative for allotments.
- Finance: A request was made for financial checks to be made at the next meeting.
- Personnel: The Clerk to have an appraisal prior to 1st anniversary of employment.
- Playing Field: CCTV Policy to be revised, to confirm Councillor's access to the system.
- Village Hall: Craft Fair raised £415, the hearing loop to be installed prior to Christmas. The Committee have expressed an interest in a patio area, with the Parish Council being invited to contribute. The Councillors expressed a range of opinions but will consider any project proposal in the near future. It would be welcome for a committee member to be in attendance.
- Cllr Harris reported that the Longford area has a new PCSO and will be arranging an engagement session in the new year.

12. Next Meeting Date.

It was noted the next meeting of Longford Parish Council is at 7pm on Tuesday 5th January 2027.

Meeting closed at 8:50pm.

Signed …….. Date ……