

## Minutes of the Parish Council Meeting held on Tuesday 7<sup>th</sup> June 2022 at 7.30pm at Longford Village Hall

1. **Attendance noted as**

Cllrs J Ford (Chair), L Gough (Vice-Chair), Cllr K Doherty, R Harris, R Meeks, D Melvin, C Young

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

**Members of public present:** One.

**Apologies:** Cllr C Byers, County Councillor Awford.

2. **Declarations of interest in items on the agenda**

Cllr Young declared a personal interest in item 7.

3. **Approval of the minutes of the meeting held on 3<sup>rd</sup> May 2022**

Council resolved to approve the minutes of the meeting held on 3<sup>rd</sup> May 2022.

4. **To receive an update on outstanding matters not on the agenda.**

None.

5. **Co-option (1 vacancy)**

No applications.

**To receive a report from the County Councillor.**

Council noted the report forwarded by Cllr Awford prior to the meeting.

**To receive a report from the Borough Councillors.**

Council noted the report forwarded by Cllr Bocking prior to the meeting; Cllr Bocking added that he had been in discussions regarding the parish council working more closely with the local PCSOs. Environmental Health will be installing security cameras at fly tipping hotspots, the parish council was invited to send locations to Cllr Bocking.

Cllr Melvin noted that there is fly tipping on Sandhurst Lane, details will be sent to Cllr Ockleton as requested.

Cllr Ockleton gave a verbal report: he had a meeting with agencies regarding flooding around the balancing ponds, and remedial works required. Cllr Ockleton noted that because the Whittingham Park development was an appeal site there were no recommendations regarding speed signs. Although not yet an adopted highway Cllr Ockleton is investigating the possibility of 20 is plenty signs on the development. He also suggested that the parish council consider paying for speed restriction signs to be put up on the site.

Cllr Ockleton reported that each phase of a new development will have its own designated flood alleviation scheme.

**Members of the Public were invited to address the meeting.**

Chair of Longford Village Hall addressed the meeting about the hall improvement works and part of the committed funds from the parish council need to be drawn down to meet the overspend due to increasing building costs and removal of asbestos.

6. **Finance / Procedures**

- a) Council considered the request to drawdown the village hall grant funding to meet the overspend of the improvement works rather than reserve the money for match funding to future grants. Council had committed £30,000 in total of which £5,348 has been drawdown so far and the Village Hall is requesting to drawdown a further £15k, leaving just under £10k for match funding use. Council approved the request. **Action: Clerk** to transfer the funds.

- b) Council received the end of year bank reconciliation and budget analysis reports for April 2022.
- c) Council approved the payment of 10 hours overtime to the Clerk for additional hours worked in May (timesheet supplied to councillors).
- d) Council approved the reimbursement of expenses to the Clerk (£290.97).
- e) Council approved renewal of Gloucestershire Playing Field Association at an annual cost of £50.
- f) Council approved the accounts for payment, proposed by Cllr Young, seconded by Cllr Doherty, all in favour. Payments have been made using online banking, authorised by Cllr Ford and Cllr Doherty. Cllr Young and Cllr Harris will be added to the bank mandate as authorised signatories.

Invoice Date	Payee	Net	VAT	Gross	Budget
31/05/22	Salaries May 2022	£312.11	£0.00	£312.11	Admin
31/05/22	Expenses April and May 2022	£257.84	£33.13	£290.97	Admin
15/09/21	GPFA Membership	£50.00	£0.00	£50.00	P&OS
29/04/22	Glebe Contractors	£441.00	£88.20	£529.20	P&OS
23/05/22	GAPTC	£50.00	£0.00	£50.00	Admin
18/05/22	Complete Weed Control	£385.00	£77.00	£462.00	Maintenance
31/03/22	Greenfields	£2360.00	£472.00	£2832.00	Allotments (from grant rec'd)
				£4526.28	

- 7. Council considered the request to support Longford Little Library and would like to support the initiative with a grant but requested costings for the shelving before suggesting a grant amount. **Action: Clerk** to liaise with Cllr Young to obtain quotes.
  - 8. Council considered the request for a metal litter / dog waste bin on Sandhurst Lane and resolved to forward the request to Tewkesbury Borough Council. **Action: Clerk.**
  - 9. Council approved the request to provide bulbs and wildflowers to be planted along Sandhurst Lane by volunteers, up to a maximum of £50. **Action: Cllr Doherty.**
  - 10. To consider planning applications:**
    - a) 22/00523/OUT - Land Parcels 1635 1730 And 2043 Brook Lane Down Hatherley Gloucester. Council resolved to object to the application, **Action: Clerk.**
    - b) 21/01499/FUL – 1 Wintergate Road – review works against the plans. **Action: Cllr Harris** will contact Planning to confirm works are as per plan and that the conditions are enforceable.
    - c) There were no applications received after agenda published.
- Cllr Gough left the meeting at 9pm.

11. There was no update regarding Highways including 20 is plenty campaign

12. To receive reports from representatives for information only:

- Allotments: Clerk provided an update on waiting list; letters have been sent to tenants of uncultivated plots. Allotment competition to be held on Monday 18<sup>th</sup> July.
- Environment: Cllr Doherty and Cllr Byers are visiting a tree nursery for advice on the community orchard plans and will feedback at the next meeting. Cllr Doherty mentioned the grass area around the electricity substation needs regular cutting, **Action: Clerk** to find out if this is a Highways-owned or Borough Council owned verge.
- Finance: using the new software to manage the finances which is working well.
- Personnel: no update. Cllr Doherty & Cllr Young will carry out the review of Clerk's hours in the autumn.
- Play Park & Playing Field: visual inspection has been carried out and no issues to report.

- Village Hall Working Group: Cllr Doherty reported the summer fete was well attended despite the poor weather.

Next meeting Tuesday 5<sup>th</sup> July 2022, 7.30pm.

Meeting closed at 9.15pm.