



Dear Councillors

I hereby give notice of summons to attend a meeting of the Parish Council that will be held at the Longborough Village Hall on Monday 11th November 2019 to commence at the earlier time of 7.00pm to permit discussion in Private Session for item 4) where the public shall not be able to attend.

Following the above, proceedings shall commence with a public question time. Members are reminded that all meetings are subject to the Standing Orders of the Council which are reviewed annually.

Jenny Walsh

Clerk to the Parish Council

5th November 2019

Meeting Agenda

- 1. Apologies for absence**
- 2. Declarations of Interest - *Members must declare any interest as it arises***
- 3. Election of second Vice Chair of the Parish Council**
- 4. Staffing matters – Review of Terms and Conditions for Clerk to the Council** (*This item shall be held in private session due to the confidential nature of personnel matters.*)
- 5. Public Participation -*Members of the public may address the Council before the meeting on any topic included in this agenda for a maximum of 3 minutes. Total time allowed for public speaking each meeting is 10 minutes.***
- 6. Approval of minutes:** The minutes of the meeting held 16th September 2019 (previously circulated).
- 7. Any Matters Arising:** from the last meeting, but not an agenda item (*For information only*)
 - i. Update on Plymouth Brethren shop in Longborough**
 - ii. Update on Play Rangers session during half term**
- 8. County Councillor's Report**
- 9. Ward Councillor's Report**
- 10. Correspondence**
 - i.** Letter from Mr and Mrs Wreay dated 24th October 2019 with attached copies of letters to them from Bromford Housing Association and Cotswold District Council
 - ii.** Letter of thanks from Longborough Link for the community grant awarded by the Parish Council
- 11. Finance**
 - i.** Monthly finance reports
 - ii.** Approval of payments for October and November 2019
 - iii.** To consider date for holding a pre-budget planning meeting in early December with view to fixing the Precept request for 2020/21 at the January Parish Council meeting.

12. Planning/Licencing

- i. **Planning/Licensing Applications received** – None received.
- ii. **Planning/Licensing Application Decisions:** None recorded.
- iii. **Planning responsibilities for councillors – allocation of duties to cover the parish** (*This item was deferred from the September meeting*).
- iv. **Plum Tree Two development** –update on progress with the development

13. Repairs and maintenance

- i. **Replacement posts to ‘no parking’ signs on village green**
- ii. **Public benches in the parish**
- iii. **War memorial maintenance** (*This item was deferred from the September meeting*)

14. Highways

- i. **Highway defects list**
- ii. **Sign for Rectory Gardens** – report from Clerk on liaison with officer requesting additional information prior to an order being placed.
- iii. **Erection of bollards on High Street** – emails from residents with concerns regarding planned work to prevent parking on the grass on High Street.

15. Review of Parish Council website (deferred from the September meeting)

16. Review of Parish Plan (deferred from the September meeting)

17. Consideration of Parish Council and liaison with the Press

18. Consideration of the context for wording on Council agenda for public participation

19. Any other business – councillors’ items for consideration at future meetings

The next meeting will be on Monday 13th January 2020 at 7.30pm.