

## Longborough Parish Council

### Minutes of the Ordinary meeting of the Parish Council held at 7.30pm on Monday 13<sup>th</sup> May 2019 at Longborough Village Hall.

Present: Cllrs A Driver Vice Chair), R Green, J Marley, S Mathers, (Chair), J McDonagh, R Wheeler.  
Also present: County Councillor L Stowe and Parish Clerk, Jenny Walsh. Also 6 members of the public.

#### 1. Apologies for absence

Apologies were accepted from District Councillor J Beale and Mr Tim Howse.

#### 2. Declarations of Interest

There were no declarations made in relation to items on this agenda.

#### 3. Public Participation - *Reminder to members of the Public that they may address the Council briefly before the meeting for a total of 10 minutes (3 mins. per speaker with overall time limit of 10 minutes for all matters raised) on items of concern.*

Mrs Wreay handed correspondence to the Clerk regarding the on-going issues of odour and noise near to their property.

Mrs Wright objected to the draft Minutes of the LPC meeting held on 11<sup>th</sup> March claiming they misrepresented what she had said during the meeting.

#### 4. Approval of minutes: The minutes of the meeting held on 11<sup>th</sup> March 2019 were agreed unanimously and duly signed by the Chairman.

#### 5. Any Matters Arising: from the last meeting, but not an agenda item (*For information only*)

- i. Victorian lanterns – The Clerk was pleased to report that the traditional lanterns had now all been installed on agreed locations in the village.

#### 6. County Councillor's Report – Cllr Stowe provided a summary of the past year and explained that increases in Council Tax had been necessary to maintain the level of support for adult and childrens' social care for which substantial increased need had arisen in 2018/19. Grant aid for community projects was still available and the council was encouraged to continue to circulate any issues relating to Highway or transport matters to him and GCC.

#### 7. Ward Councillor's Report - Cllr Beale had given his apologies and had informed the Clerk that he would report on the outcome of the District elections at our next meeting and also that he had been successful in securing the full grant of £1,000 in respect of support towards youth activities in Longborough.

#### 8. Correspondence

- i. **Plum Tree 2 development – liaison with developers re ditch and footpath** – Councillors had been previously circulated notes of an informal meeting with the developers and Parish Councillors held in April 2019 which were noted. The Clerk would notify the developers of the change in council structure so that communications could continue uninterrupted. Questions were raised regarding the housing mix for the new development and dismay was expressed that despite there being evidence that local views had been sought and responded to, the final plans for housing appeared not to reflect the community consensus. The Clerk explained that national and Local Plan strategies may have overruled the local position.

#### 9. Finance

- i. **Approval of Annual Statement of Governance including Internal Audit report 2018/19-** The Clerk and RFO reported that an Independent Audit had been successfully concluded by Amanda Smith, Accounts Ability. Annual risk assessments had been carried out and a review of financial policies and procedures had also been satisfactory. Cllr Driver proposed that the Annual Statement of Governance be signed. Seconded Cllr McDonagh and agreed unanimously.
- ii. **Approval of Annual draft final accounts for 2018/19-** Draft final accounts had been previously circulated to councillors. Following questions, it was agreed unanimously to approve the draft accounts. As a small authority of less than £25k income, a Certificate of Exemption from External Audit, was duly approved and signed.

- iii. Approval of payments for May 2019 – A list of payments for April and May had been circulated. The payments were unanimously approved. HMRC April- £23.60, May £23.80; Salary Clerk (DP); ROSPA £82.20; Fasthosts April-£5.99, May- £5.99.

The Clerk/RFO explained banking arrangements and asked for the names of at least two Councillors who would be willing to become signatories on the Council's bank account. Cllr Wheeler would continue as a signatory and Cllr Driver would be added to the bank mandate which was agreed unanimously.

## 10. Planning/Licencing

### i. Planning/Licensing Applications received

**19/00949/CLEUD** The Bothy– Certificate of lawful existing use; also **19/0529/CLEUD** at Garden Cottage, The Bothy. No objections to these applications.

**19/01157/FUL** –Greyes, Old Rectory Gardens –various works including removal of conservatory; new single storey extension and new dormer window. No objections.

**19/01360/FUL** retrospective variation of Condition 2 of approved plans re Sezincote and Longborough cricket club. No objections.

### ii. Planning/Licensing Application Decisions:

There were no decision notices received.

## 11. Repairs and maintenance

i. **Bus Shelter- Ivy overgrown needs cutting back-** Thanks were extended to Cllr Driver for undertaking this work.

ii. **Steps to footpath (West of Plum Tree Close)** – this formed part of the discussion with developers (see item 8:l above).

iii. **Repairs to noticeboard outside village hall** – Cllrs Driver and Green kindly agreed to look into this matter.

## 12. Highways

i. **20 mph signs on Ganborough Hill** –Cllr Stowe would investigate as to whether there being only a sign on one side of the road would make it enforceable for vehicles travelling on both sides.

ii. **Street Name Signs** – Clerk to progress with CDC.

iii. **Highway defects list as at April 2019** – The Clerk asked for councillors to notify her of any new issues that needed to be reported to GCC Highways.

iv) **Cllr Wheeler asked about progress with investigating the possibility of ANPR cameras being installed in Longborough.** Cllr Stowe, who was asked for the County's position on this, explained that there were no cameras of this kind installed in the North Cotswolds and he doubted whether there was sufficient evidence of road safety or Crime-related statistics to facilitate funding towards the £10k cost of such equipment. The Clerk would contact Joseph Walker at CDC regarding information on a Neighbourhood Plan for Longborough that could highlight key priorities such as crime and road safety.

## 13. Additional items to be brought to our attention

a) **Annual playground inspection report and consideration of action regarding repair to fencing and replacement toddler swing seat** – following the annual external examination of the playground, the above two items were flagged up for attention. Cllrs Driver and Green agreed to carry out an inspection and report back to the Clerk on what was required.

b) **Play Rangers dates for 2019** – following confirmation from Cllr Beale, that the Parish Council would be able to receive the full £1k in grant aid towards the cost of Play Rangers activities this year, the Clerk was now in progress of ascertaining available dates for the events and would report back in due course.

c) **Councillor training sessions** –The Clerk would obtain dates for Chairmanship training with GAPTC and report back. Cllr Beale would be contacted to ask if he could organize planning training to be delivered to all councillors as soon as possible.

d) **Assignment of Councillor responsibilities** – The following areas of responsibility were assigned:

Finance and budgetary control – Cllrs Mathers and Driver

Open spaces (play equipment etc.) Cllr Driver and Green

Highways and traffic – Cllr Mathers

Liaison with village school – Cllr Driver

Liaison with local church – Cllr Marley

e) **Review of Emergency Plan contacts - Cotswold District Council**

The Clerk explained that Cotswold District Council had overall responsibility for co ordinating procedures in the event of a major incident in the area and that an Emergency Strategy Plan was produced as a result. CDC had

now asked the Clerk to provide the names and contact details of Councillors who could be a point of contact for Longborough with the District if such an incident occurred. Cllrs Mathers and Driver agreed to do this.

**f) Review of Parish Plan** – The Chairman reported that a review of the parish plan would be carried out soon and contact would be made with CDC officer Joseph Walker for advice on a possible neighbourhood plan.

The meeting closed at 9.27pm

Signed

Dated

**The next meeting will be on Monday 15<sup>th</sup> July 2019 at 7.30pm.**