

**Minutes of the meeting of the Parish Council held on Monday 13<sup>th</sup> July 2020 at 7.30 pm.**

**Councillors Present:** T Howse (Chair), A Driver (Vice Chair), R Green, J Marley, R Wheeler.

**Also present:** Clerk to the Council, Jenny Walsh, County Councillor Lynden Stowe

5 members of the public were present.

Attendees were informed that the meeting was being held using an online virtual platform and would be recorded.

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**1. Apologies for absence**

Apologies were accepted from Parish Councillor Joe McDonagh and District Councillor Julian Beale.

**2. Declarations of Interest** - Members must declare any interest as it arises

There were no declarations of interest submitted.

**3. Public Participation** The meeting was temporarily suspended to hear representations from the public. The Chairman read out a statement received from Mr. and Mrs. Wreay, who were unable to attend the meeting, regarding a continuing problem with odours around their property.

The meeting then resumed

**4. Approval of minutes**

Minutes of the meeting held on 18<sup>th</sup> May 2020 were approved unanimously subject to the following amendments. Item 13 – Review of Parish Plan – words, ‘...*who had previously expressed an interest in the project*’ be deleted, and Item 17 – Welcome to Longborough leaflet – words ‘...*felt the leaflet could potentially be owned by the Parish Council*’ be deleted. Minutes of a special meeting held on 22<sup>nd</sup> June 2020 were approved unanimously as set out.

**5. Any Matters Arising from the last meeting**

- i. **Update on installation of Broadband by Gigaclear** – The Chairman reported that he had attended site meetings with Gigaclear representatives who had agreed to all the matters raised in a schedule of remedial work presented by him and that Gigaclear were also willing to maintain communication channels with the Parish Council on any other outstanding matters following the installation of broadband works in the village so that residents could be keep informed.
- ii. **Noticeboard at village Hall** – A new board had now been installed. Thanks had been extended to the village hall Committee for their work in obtaining a new board that would be used for years to come.
- iii. **Play Rangers adventure days on 30<sup>th</sup> July and 13<sup>th</sup> August 2020-** The Clerk had received notification from Play Gloucestershire that regrettably, due to Government regulations on social gatherings, there would be no Play Days sessions during summer 2020. It was hoped that the grant funding secured for the events could be carried forward to 2021.
- iv. **Progress on Amberley building** – The Chairman reported on an update report provided by the owner of Amberley which was duly noted.

**6. County Councillor’s Report**

Cllr Stowe provided an update on Covid matters and confirmed that most GCC services were now back to near normal levels. Cllr Stowe reminded those present of the Community Grants (up to £500) that were still available from the County Council for eligible projects. Cllr Stowe then left the meeting.

**7. Ward Councillor’s Report**

Cllr Beale had submitted his apologies as he could not attend the meeting.

## 8. Correspondence

- i. **Web communication from Mr. and Mrs. Wreay** – The written statement referred to in Item 3 – Public Participation, was duly noted.

## 9. Finance

### i. **Monthly finance reports and approval of payments for June and July 2020**

The monthly financial reports were considered and noted. The Chairman requested that an additional element be added to the reports to show monthly analysis of costs over the financial year. Payments for June and July were approved unanimously as follows:

- June -Mrs. J Walsh, salary and expenses – (data protected)
- June – HMRC, £28
- June- J Lewis, office laptop £469.98
- June – Fasthosts, IT £5.99
- July – Mrs. J Walsh, salary and expenses – (Data protected)
- July – HMRC, £27.80
- July- Hillscapes, grasscutting - £960

### ii. **Approval of expenditure to playground**

Cllr Driver reported on a site meeting he had attended with Hillscapes, grounds contractor to the Parish Council where proposed measures to repair and maintain the edging borders at the playground had been considered. A quotation of £185 to carry out said works was agreed unanimously and the work would be carried out in early September.

- iii. **Community grant applications received** This item would be discussed in Part 2 – Private session as it related to data protected information.

## 10. Planning/Licencing

- i. **Planning/Licensing Applications received: 20/01563/FUL** – Erection of replacement outbuilding at Sunny Bank, Chapel Lane, Longborough. **No objections** recorded from the Parish Council.  
**20/01723/FUL**-Single storey rear extension, garage conversion and modification to patio area at Slipstream, Charlesway, Longborough. **No objections** recorded from the Parish Council.
- ii. **Planning/Licensing Application Decisions:** There were no decisions recorded.

## 11. Repairs and maintenance

- i. **War memorial maintenance** -Thanks were extended to Cllrs Howse, McDonagh and Driver for the work they had recently undertaken to clean the war memorial and to Cllr McDonagh for provision of refreshments. Cllr Driver agreed to obtain quotations for possible work to reinstate the lettering showing names of the fallen and report back to Council.
- ii. **Litter/dog waste bin at The Folly** – The Chairman reported that he had now posted copies of a map showing the location of the twelve litter and dog waste bins in various strategic positions around the village, as well as putting the information on the Council's website. It was agreed that another bin would not be required at The Folly.
- iii. **Spring Clean initiative** -The original date for a village clean up had been cancelled following the Covid outbreak. News had very recently been received that an Autumn clean up had been proposed. However, Council agreed that it would be more practical to suspend the matter with a view to the next clean up being held in Spring 2021.
- iv. **Remedial work to the playground following annual inspection** (also see item 9 ii)- Cllrs Driver and Green were thanked for carrying out repairs to the fencing at the playground. Cllr Driver was also in the process of obtaining quotes from Creative Play Ltd, for parts to repair the bridge element of the play equipment.

## 12. Highways

- i. **Highway defects list**- A site meeting was being held with GCC Highways representatives and the Chair, Vice Chair and Clerk on 14<sup>th</sup> July to discuss the outstanding matters on the Highways list that had been circulated. A report on the meeting would be provided at the next LPC meeting.
- ii. **Public footpaths/verges** -A map showing all the designated public footpaths in the Parish had now been received from GCC Highways. Following a question regarding maintenance of the grass verges around the Plum Tree 2 development, it was noted that the responsibility for this would fall with GCC Highways or possibly the Management Company of residents established as the last property on the site had now been sold. Cllr Beale would be contacted to ask how best to communicate on this matter.
- iii. **Condition of road near the Ashwell** – This matter would be raised at the site meeting with GCC on 14/07/20.

## 13. Review of Parish Plan

The Chairman had now re-drafted a letter containing a pro forma response for residents and it was agreed that the letter should be distributed to electors by the end of July 2020.

## 14. Arrangements for an Annual Parish (community) Assembly

Consideration of hosting a Parish Assembly were discussed. Representatives of local community organisations who were attending the meeting, were also asked for their views on a proposed time of year for an assembly and the consensus was that Spring 2021 would be the best time. The Chairman agreed to circulate draft proposals to residents with a view to setting out a basic structure and format for a meeting early next year.

## 15. Review of Council policy on Social Media

The Council unanimously approved the policy document that had previously been circulated and this would be displayed on the Council's website.

## 16. Future of 'Welcome to Longborough leaflet

The Chairman had produced a draft update on the existing leaflet which would be circulated in due course.

## 17. Councillor training

The Clerk reported that GAPTC and District Council training sessions had been temporarily suspended during the Covid crisis and as soon as normal arrangements had been resumed, a list of training courses would be forwarded to all Councillors.

## 18. Speeding in Longborough

Following a request from Cllr Wheeler that this topic be included on the agenda, the Chairman reported on the current position. Information had been provided by Mr. Mathers and it was noted that Paul Nevin was now the Co Ordinator for the scheme run in conjunction with Bourton-on-the-Hill Parish Council. It was agreed that the Chairman would arrange a meeting with Mr. Nevin, other representatives from the Speedwatch scheme, Cllr Wheeler and himself. Cllr Wheeler agreed to act as lead Councillor on this matter for the future.

## 19. Casual vacancy for the position of Parish Councillor

This item was discussed in Part Two (Private session).

## PART TWO (CONFIDENTIAL) SESSION

### MINUTES

*A resolution was passed unanimously to hold the following matters under private session due to confidential and data protected information being part of the discussion.*

#### **PT1. Position of Parish Councillor**

It was agreed by a majority vote to appoint Mrs. Barbara Prior to the position of Co-opted Councillor to the Parish Council. Effective date to be the first attendance at a full meeting of the Parish Council.

#### **PT2. Award of Community grants from the Parish Council**

The following awards were agreed:

<b>Beneficiary Organisation</b>	<b>Amount awarded</b>
Longborough Village School	£1,000
St James Church	£250
Longborough Link Magazine	£300
Longborough Village hall	£300
Gloucestershire Playing Fields Association	£50
Cotswold Friends	£150
Longborough Cricket Club	£200
Longborough Village Shop	£400
<b>Total grants awarded in 2020</b>	<b>£2,650</b>

The meeting closed at 9.32 pm

Signed  
Chairman

Date

The next meeting shall be held on Monday 14<sup>th</sup> September 2020 at 7.30 pm.