

**Minutes of the meeting of the Parish Council held on Monday 11thn January 2021 at 7.30 pm.**

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

**Also present:** District Councillor Julilan Beale & Clerk to the Council, Jenny Walsh.

2 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**

All Parish Councillors were present.

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

There were no declarations made.

- 3. Public Participation** The meeting was temporarily suspended to hear representations from the public. **Stephen Mathers** raised two matters: a) Queried if the Council was aware that a temporary traffic monitoring system had been installed on Ganborough Hill for a short time during December 2020. The Chairman replied that the Parish Council were aware of the monitoring but it had not been carried out at our request. It may have been installed by GCC Highways or possibly Gloucestershire Police. Once further information on this had been determined, then Mr Mathers would be informed. b) Informed the council that work had been carried out to improve the grassed area by the bench on Ganborough Hill and that this was a welcome development. The Chairman replied that the work had been included on the LPC Highways defects list which had been submitted to GCC Highways some time ago. Cllr Howse and Mr Mathers agreed to arrange a meeting together at the site with a view to contacting Gigaclear in due course so they could carry out any remedial work if necessary.

The meeting then resumed.

**4. Approval of minutes**

Minutes of the meeting held on 9<sup>th</sup> November 2020 were approved unanimously.

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

There were no matters arising reported.

**6. County Councillor's Report**

Cllr Stowe was not present at the meeting.

**7. Ward Councillor's Report**

Cllr Beale reported on the following – District Council offices were closed, but staff remained in contact working from home. Flooding in Cirencester and neighbouring areas had been severe but measures had been put in place to support those affected. The proposed Dunstall Farm housing development had been identified as a potential flood risk area, but the concerns had now been resolved. Financial support for businesses affected by the Covid crisis had been widely distributed around the County. Pending elections for County Councillors and the Crime and Police Commissioner would likely be deferred due to the pandemic. Leisure centres and some museums within the remit of CDC were under review. Information on Ash dieback replanting schemes were available via GCC. Cllr Beale was thanked for his contribution and then left the meeting.

## 8. Correspondence

- i. **Email from a resident concerning tree work in Longborough** -The Chairman reported having received a query from a resident regarding a neighbour's land where extensive tree work had recently been carried out. Following investigation, there did not appear to be any regulations breached as the land in question fell outside the Planning rules in terms of Conservation Area and/or the trees having Preservation Orders (TPOs) attached to them.

## 9. Finance

### i. **Monthly finance reports and approval of payments for December 2020 and January 2021**

The monthly financial reports were considered and noted. Payments for October and November were approved unanimously as follows:

- December – Mrs J Walsh- salary and expenses (Data Protected)
- December- HMRC- PAYE – (Data Protected)
- December – Netwise- web hosting fees 2020- £250
- December – Creative Play- repairs to play equipment- £954
- January 2021 – Mrs J Walsh- salary and expenses (Data Protected)
- January 2021- HMRC – PAYE- (Data Protected)

### ii. **Approval of budget and Precept 2021/22**

Detailed discussion had been held on this matter in 2020 and following a proposal by Cllr Howse, seconded by Cllr Driver, it was agreed unanimously to set a budget and Precept of £15,885. Specific reserves of up to £3k would also be considered for council projects including traffic and road safety and renewals to playground equipment.

### iii. **Consideration of additional work to repairs and renewals in the village playground**

Following a report from Cllr Driver regarding additional work recommended by the play equipment manufacturers during an earlier inspection, it was agreed that we would await the annual RoSPA inspection report in April and determine whether more work was needed at that stage. Following a question from Cllr Wheeler, it was noted that Government had not imposed compulsory closure of public play areas, and although some in the District had been closed, any decision to close was at the owner's discretion. Cllr Howse agreed to reinstate signage in the playground on Covid guidance.

## 10. Planning/Licencing

### i. **Planning/Licensing Applications received-**

**20/02160/FUL – Stowbridge House, Stow Road** - Proposed single and two storey extension.

**No objections**

**20/04268/FUL- Springside, Banks Fee Lane, Longborough** – Proposed external alterations to windows and doors and installation of canopy roof- **No objections.** **21/00015/TCONR- Lower Farm House, Charlesway** - Tree (various) work in Conservation Area. **No objections.**

### ii. **Planning/Licensing Application Decisions:** None recorded.

## 11. Repairs and maintenance

- i. **Work scheduled for trees on the Ashwell** –This work had now been completed.

- ii. **To considering installation on an additional litter bin on Ganborough Hill** – The Clerk reported that following a request from a resident who had asked the Council to consider the purchase of a new litter at the above location, CDC and the refuse contractors, Ubico, had now given consent to the proposal. It was agreed unanimously that the Council would purchase a new bin at the site by the bench on Ganborough Hill from CDC at a cost of £210 net of VAT for the bin and its installation.

- iii. **Hedge trimming** - Cllr Green raised the matter of the hedge (between the school and the pub) that still had not been cut back. The clerk agreed to try and get a date scheduled with the contractors as soon as is practically possible.

## **12. Highways**

### **i. Highway defects list**

The Chairman reported that the Longborough list was being maintained and whilst some delays in communication with GCC Highways had been experienced, it was hoped that updates would be provided as soon as possible.

### **ii. Road safety – update report**

The Chairman and Cllr Driver had looked into options for the hire and/or rental of speed awareness and slow down signs for the village. The topic formed a significant part of the revised Parish Plan which was referred to under Item 13 below.

## **13. Review of Parish Plan**

The working group established in 2020 had met and the Chairman had circulated a latest version of the revised draft to the working group who agreed to convene a meeting within the next week to develop a final draft for consideration of the Council and then ultimately circulated to the community for comments prior to publication. It was noted that a more cohesive approach to road safety would be needed, rather than focusing merely on speeding. Housing needs would also be reviewed and incorporated into the revised plan.

## **14. Correspondence received from CDC Monitoring Officer regarding a new Code of Conduct for local councils**

The Clerk had previously circulated a letter from the new Monitoring Officer at CDC regarding the above. Nothing further had yet been received so this matter would be deferred pending further information.

## **15. Arrangements for the Annual Parish (community) Assembly**

The Council agreed that it would still work towards an Assembly being scheduled as soon as Covid restrictions had been lifted and that the focus on the gathering should be a celebration of being able to return to near normal conditions for the village. It was too early to provide any more information until Government guidance had been received.

## **16. Any other business and councillors' requests for items for consideration at future meetings**

No items were raised.

The meeting closed at 8.50pm

Chairman's signature

Date

The next meeting shall be held on Monday 8<sup>th</sup> March 2021 at 7.30 pm.