

Minutes of the meeting of the Parish Council held on Monday 24th May 2021 at 7.30 pm at Longborough Village Hall.

Councillors Present: Cllrs T Howse (Chair), A Driver (Vice Chair), B Prior (Vice Chair), J Marley and R Wheeler.

Also present: District Councillor David Cunningham & Clerk to the Council, Jenny Walsh.

3 members of the public were present.

The Chairman welcomed newly elected District Councillor, David Cunningham.

1. Apologies for absence

Apologies were accepted from Cllrs Green and Mc Donagh.

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.

Steve Mathers -asked for an update on remedial works to be carried out by Gigaclear. The Chairman responded that a meeting was planned in the near future.

The meeting then resumed.

4. Approval of minutes

Minutes of the meeting held on 8th March 2021 were approved unanimously and duly signed by the Chairman.

5. Any Matters Arising from the last meeting

There were no matters arising reported.

6. County Councillor's Report

Cllr Cunningham, on behalf of Cllr Stowe, who was unable to attend due to illness, reported on the following matters: Cllr Stowe had been re-elected at the recent May local elections and would take up the position as Deputy Leader of the County Council. The Chairman and Clerk would be liaising with Cllr Stowe on outstanding Highways matters in Longborough in due course.

7. Ward Councillor's Report

Cllr Cunningham extended his thanks to outgoing District Councillor, Julian Beale for his support and services to the Parish over many years. Cllr Cunningham then reported on the following matters

- i. Persons wishing to attend District Council open meetings must contact Democratic Services beforehand to register their intention.
- ii. Many of the CDC managed car parks would be re-opening using cash-less systems. A telephone app could be downloaded for this purpose.
- iii. Licenses for garden waste collections were available for an annual fee. Some concerns that fly-tipping may increase were expressed but this would be monitored and reviewed as necessary.
- iv. A composting initiative had commenced, and a limited number of compost bins were now available upon application.
- v. Following a review of the District Planning Services, a triage system had been introduced with an aim of improving overall service and processing times for applications.

- vi. Regarding a recent query passed on to the Parish Council by a resident concerning fly tipping and overgrown foliage to a ditch alongside Moreton Rd, Cllr Cunningham had requested an emergency clean out and was pursuing the matter of ownership the ditch so that further problems could be avoided. The Chairman thanked Cllr Cunningham for his prompt intervention.
- vii. In response to a question from Cllr Wheeler, it was noted that Gloucestershire Police had detected several new scams being reported and information for the public on how to avoid being caught out by scams was available on the Gloucestershire Police website.

8. Correspondence

- i. **Email from the Editor of the Longborough Link magazine** -The Chairman reported the Editor of The Longborough Link magazine had asked if the Council could provide a regular article for the publication. Following discussion, it was agreed that a draft report would be produced for the August edition on a one off trial basis and review the matter later on.
- ii. **Email from a resident regarding speeding on Moreton Road and environmental issues with a ditch alongside Moreton Road near Plum Tree Close** – Cllr Cunningham had already reported on action regarding the blocked ditch in question and the speeding would be covered under Item 11(ii).

9. Finance

- i. **Approval of draft final accounts for 2020/21 including exemption for small authority and Annual Statement of Governance** – Draft final accounts had been previously circulated to Councillors. An internal audit had been concluded successfully and signed without any matters for report to the Council. The Council's Risk Assessment policy had been reviewed together with the Asset Register. After due consideration, it was agreed unanimously to approve the Annual Statement of Governance including the Internal Auditor's report. The draft final accounts and accompanying documents were then also approved unanimously. As a small authority of less than £25k income, a Certificate of Exemption from External Audit would be submitted. The Clerk confirmed that copies of all relevant documents would be displayed on the Council's website in compliance with government regulations.
- ii. **Renewal of the council's insurance for 2021/22** -Details of quotations for insurance had been previously circulated by the Clerk. It was agreed that the Hiscox insurance quotation of £423.68 be accepted for the next twelve months.
- iii. **Payments for April and May** were approved unanimously as follows:
 - April – Mrs J Walsh- salary and expenses (Data Protected)
 - April HMRC- PAYE – (Data Protected)
 - April– Internal audit fees £59.85
 - April- SLCC subscription - £112
 - April- GAPTC subscription- £126.36
 - April- Stationery- £5.50
 - May – Mrs J Walsh- salary and expenses (Data Protected)
 - May- HMRC – PAYE- (Data Protected)
 - May- RoSPA Play inspection- £132.60

10. Planning/Licencing

- i. **Planning/Licencing Applications received**
 - **20/00416/FUL – Quarry House, Ganborough Road** – Revised plans for demolition of existing building, pool house and cottage. Erection of replacement dwelling, outbuildings, landscaping and new driveway. **No objections.**
 - **21/00095/LBC & FUL - The Old Shop, 1 School Square** - replacement first floor side window- **No objections.**
 - **21/01391/TCONR – Carpenters, High Street** – Reduce weeping willow by 2.5mtrs as too close to telephone cables. **No Objections.**
 - **21/01676/AGFO – Land south of Moreton Road** – erection of livestock barn. **No objections.**
 - **21/01572/LBC-The Old Rectory** - Replacement windows and French doors. **No objections.**
 - **21/01088/FUL- The Well House, Banks Fee Lane** - variations to design and paintwork/windows and doors. **No objections**

- ii. **Planning/Licensing Application Decisions:** None recorded.
- iii. **Other planning matters**
 - **Quarry House, Ganborough Rd** - Planning consent for this proposal had now been issued and the Chairman confirmed that the Parish Council's requests regarding construction traffic routes had been included in the Conditions.
 - **Upper Town House, Moreton Rd** – Cllr Cunningham reported that a planning application for 6 new replacement dwellings on the site of a former bungalow had now been validated. The Clerk reported that there had recently been some technical problems with email notifications for planning applications and CDC were currently investigating. It was envisaged that once these had been resolved, the Clerk would circulate the details of Upper Town House to councillors for their comments.

11. Highways

- i. **Highways report**-A site meeting with GCC Highways Officers and LPC representatives was planned for early June. It had been confirmed by Highways that the re-surfacing and repairs to the road at High Street/Orchard Rise would be completed in the 2021 programme of works. However, the Council had been notified that due to high implementation costs and a reduced budget for roadworks, proposed work at Old Rectory Gardens could not be carried out in the current financial year. The Chairman would ask for options on how this could be managed in the short term.
- ii. **Road safety and Speedwatch scheme**- Cllr Driver reported that he had forwarded all the information from Gloucestershire Police to the Speedwatch team in Longborough. Mr Mathers reported that he had now contacted the Police so that the Speedwatch initiative could be commenced again in the near future. Once the programme was up and running, it was anticipated that it would act as a deterrent to speeding in the village and this would be communicated to the resident who had earlier complained of vehicles travelling at speed along Moreton Road. The Chairman reported that some of the road speed signs needed repairs or replacements and this had been added to the Highways report that was circulated to GCC Highways. The Clerk agreed to contact Cllr Stowe to request whether he could arrange for some new '20 is plenty' stickers could be provided.
- iii. **Safety barrier outside entrance to village primary school**- The Parish Council had last year, agreed to support in principle a request from the Headmistress of Longborough school, for consideration of a safety barrier outside the main school entrance. This proposal had been discussed with Highways and the Chairman was pleased to report that the go-ahead for the installation of the barrier had been granted and that the scheme, which would be funded at no cost to the Parish Council, should be completed by the end of the Summer Term 2021. Cllr Stowe was thanked for his support in seeing this through to completion.
- iv. **New street signs**-Cotswold District Council had created a new design for road name signs and these were installed earlier this month. The Clerk had reported on some spelling corrections and signs that had been missed off the replacements list to Publica.
- v. **Spring clean up and cleaning of boundary gates**- The annual clean up of the village would now be re-scheduled for the Autumn due to the Covid restrictions preventing an earlier date. Volunteers had come forward to assist with cleaning and where necessary, re-painting the white gates positioned at four key entry points to the village.

12. Review of Parish Plan

The Chairman had circulated a refreshed draft Plan to all councillors and asked for their comments in readiness for it being posted on the LPC website. Road safety and housing would have a larger focus in the Plan and the possibility of a new housing needs survey would also be considered.

13. Repairs and maintenance

- i. **Consideration of a new waste bin at the entrance to the cricket club** – Cllr Driver reported that he had been asked to raise whether a dog waste bin could be installed on the entrance to the cricket club. The Clerk agreed to discuss the possibilities with the Refuse Team and report back to Council.

14. Annual playground inspection report

Copies of the inspection report for 2021 had been previously circulated. Cllr Driver had attended the inspection and felt that the Inspector from RoSPA was competent and helpful. There were no urgent risks identified in the report.

15. Arrangements for the Annual Community Assembly

It was agreed that a general notice be posted on noticeboards and the LPC website inviting suggestions from residents on how they would like the 2021 Assembly to be delivered. The Clerk and Chairman would also consider the formats adopted in previous years and see if a similar one could be devised.

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

- i. Cllr Wheeler asked for a proposal to consider whether grasscrete could be installed on the grass verge opposite the village pub. Cllr Wheeler had also queried whether the current state of the speed limit signs on the A424 was being addressed. The Chairman confirmed that this had been raised with GCC Highways and that he and Cllr Driver had already also carried out some cleaning of the signs. This matter would remain on LPC's list of matters raised with GCC Highways.
- ii. Cllr Driver asked if a question could be raised with Cllr Stowe regarding a recent article regarding Section 106 funding being awarded to Chipping Campden School.

The meeting closed at 8.35pm

Chairman's signature

Date

The next meeting shall be held on Monday 12th July 2021.