

Minutes of the meeting of the Parish Council held on Monday 8th November 2021 at 7.30 pm at Longborough Village Hall.

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

Also present: Cotswold District Cllr David Cunningham, Clerk to the Council, Jenny Walsh.
There were 4 members of the public present.

1. **Apologies for absence** - There were no apologies for absence.
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.
 - i. **Ruth Wright** was concerned that the notice board outside the village school was in need of repair and regular checking to remove out of date material. The Chairman responded that although it was not clear who owned the noticeboard, that he would investigate and ensure that the notices were up to date and consider repairs where necessary.
 - ii. **Steve Mathers** raised several questions relating to drainage and flooding concerns which he has sent in an email which had been received too late to consider a response at the last LPC meeting. The Chairman replied that it had proved difficult to obtain answers from all of the agencies involved with this matter but progress was now being made and a statement from Bromford Housing engineers was pending. The sewerage problem was being monitored and the Chairman would provide updates to villagers on progress.

The meeting then resumed.

4. **Approval of minutes** - Minutes of the meeting held 13th September 2021 were approved unanimously and duly signed by the Chairman.
5. **Matters arising from the meeting held on the above date.**
 - i. **Update from the Chairman on Waterstyles** – A site meeting had been held between Cllr Howse, District Cllr Cunningham and Martin Perks – CDC Planning Dept., regarding remedial work to the development. Work had now been carried out to treat and prepare the open play space which would be seeded in due course. Trees and landscaping had also been attended to where necessary and a contractor was scheduled to repair cracks in the tarmac paving as soon as possible.
 - ii. **The ditch bordering Plum Tree Close** – Bromford Housing had now added the area to their schedule of regular maintenance. It was noted that the ditch was in a poor state at present with decaying leaves etc. and Cllr Cunningham agreed to chase this with Bromford.
6. **County Councillor's Report** - Cllr Stowe was not present.
7. **Ward Councillor's Report** - Cllr Cunningham raised the following matters:
 - i. The District Strategic Housing and Economic Land Availability Assessment (SHELAA) was under review and local councils were urged to identify any sites within their boundaries which they considered could be included in the assessment.
 - ii. CDC had communicated to GCC their support for the '20 is Plenty' scheme in rural towns and villages.

- iii. Training for new Speedwatch volunteers was now available. Cllr Driver confirmed that the Speedwatch team in Longborough had already undertaken their training.
- iv. Stickers and small notices regarding dog poo regulations had been supplied for the Parish Council.
- v. Consultation was still open on the draft budget proposals for the District Council.

8. Correspondence

- i. Email from Steve Mathers regarding Speedwatch and traffic issues in Longborough – this matter was deferred to Item 11(iii) on the agenda.
- ii. Email from Steve Mathers regarding remedial work by Gigaclear- The Chairman reported that Gigaclear had communicated to him that they considered all outstanding work to have been completed and they did not intend to undertake further work, therefore it was considered that the matter was closed, notwithstanding the individual rights of local people to contact Gigaclear directly if they had their own requests for work following the installation of faster broadband in the village.
- iii. Email from Pam Mathers requesting that the Parish Council produce an article for the next edition of The Link concerning advice regarding disposal of waste in domestic homes – The requested article had been produced and sent to The Link. The Chairman had acknowledged the importance of public information notices and a reminder on the LPC website on what can happen if items were not correctly disposed of had now been published.
- iv. Email from Tim Gardner concerning various matters around the village. The Chairman responded that consideration would be given to all the questions that had been raised by Mr. Gardner that could hopefully be dealt with directly before the next LPC meeting.

9. Finance

- i. **Payments for October and November** were approved unanimously as follows:
 - October– Mrs. J Walsh- salary and expenses (Data Protected)
 - October– HMRC- PAYE (data Protected)
 - November - Mrs. J Walsh- salary and expenses (Data Protected)
 - November - HMRC PAYE (Data Protected)
- ii. **Monthly finance reports**
A bank reconciliation statement, cash book and budget monitoring report to the end of October 2021 had been previously circulated; all of which were duly noted.
- iii. **New authorised signatory for bank account**
Councillors agreed unanimously for Cllr Howse to be added as a signatory on the Council's bank account. The Clerk reminded Council that its Financial Regulations would be unchanged – i.e. that any two of the authorised signatories, must still approve payments.
- iv. **Approval of budget and Precept for 2022/23**
The Council agreed unanimously to set a budget of £17,150 and a Precept of £16,150 for the financial year commencing April 2022. A new cost centre would be added to the budget for community projects which would be funded from reserves and not the Annual Precept.

10. Planning/Licencing

- i. **Planning/Licencing Applications received**
 - **21/03412/FUL- Cotswold View and Crook Cottage, The Nook** – Alterations to these dwellings to form single dwelling and conservatory. No objections.
 - **21/03638/FUL – Sterling House, Moreton Rd** -Erection of singles storey warehouse extension. No objections in principle; comment raised regarding ambiguity on the application form and accompanying Statement regarding whether the proposal would generate employment in the area.
 - **21/03661/TCONR- Longborough Primary School-** Tree work to reduce and raise crown on 3 lime trees. LPC will defer to the recommendations of CDC Tree Officer.

- **21/02068/FUL (amendment to original application) – Upper Town House, Moreton Rd** - comment submitted to CDC planning portal “*Longborough Parish Council notes the revised documents submitted by the applicant. The new documents offer nothing of substance to address the concerns and considerations raised by the council and residents alike in their previous responses. The council will therefore continue to look for specific details that address its concerns as well as those of our residents. We will also be looking for the actions requested by the Landscape, Biodiversity and Highways Officers being addressed by the developer.*’

Cllr Cunningham added that the Tree Officer and GCC Highways were still awaiting further information from the agents for the proposed scheme and that a date for the Planning Committee would not be forthcoming until all the necessary information was available. In response to a question from Cllr Wheeler, Cllr Cunningham explained that drainage was not technically a planning matter, but the matter of increased demand on the drainage system following additional new housing would be considered. The Parish Council had also included this concern in our response to the original planning application.

- **21/03936/FUL- High Barn, High Street-** erection of singles storey rear extension - No objections
 - **21/04051/TCONR – Bounty Cottage, Chapel Lane –** removal of various trees/shrubs within 1 mtr boundary of the property. LPC will defer to the recommendations of the Tree Officer.
 - **21/04096/FUL- Lilac Cottage, High Street –** Single Storey rear extension- No objections.
- ii. **Planning Decisions** - None recorded.
- iii. **Local Plan SHELAA** – see item 7(i)

11. Highways

- i. **List of grass and grounds maintenance spaces in Longborough** - Cllr Green, who had raised a question as to additional work being undertaken in Longborough, had been supplied a list of the existing schedule by the Clerk and he agreed to compile a list for consideration in due course.
- ii. **Proposed work to the memorial green to prevent damage from parked vehicles** - The Clerk reported that despite several reminders, no progress had been made on responses from GCC regarding ascertaining the ownership and responsibilities for maintenance of the kerbstones around the memorial. Cllr Cunningham suggested that we should submit any further queries via the GCC online reporting system and the Clerk agreed that she would submit another question via this method.
- iii. **Traffic management and Speedwatch scheme**-The Chairman thanked Mr. Mathers for supplying a new report on the Speedwatch scheme before the meeting. It was agreed that a regular item should be placed on the agenda to enable a Speedwatch representative to present a brief update at future LPC meetings. The Chairman explained that with regard to earlier requests from Mr. Mathers for LPC to provide minor items of equipment, PPE etc. the new Community Projects fund in the 2022/23 budget should facilitate this (subject to compliance on Financial Regulations) so that it should not be necessary for Speedwatch to set up their own bank account.

12. Community Governance Review

Cllr Cunningham reported that the recent notice from CDC Electoral Services had emanated from a request made by an individual District Councillor from another Ward, for consideration of changes to that Parish’s composition. Council agreed that there should be no request submitted for any changes to Longborough.

13. Repairs and Maintenance - There were no items for report.

14. Any other Business and councillors' requests for items for consideration at future meetings

- Cllr Driver asked for the matter of flashing slow down speed signs (20mph) to be placed on the next agenda
- Speedwatch report to become a regular item on forthcoming agendas until further notice.

The meeting closed at 8.28pm.

The next meeting of the Council will be held on **Monday 10th January 2022.**

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