

Minutes of the meeting of the Parish Council held on Monday 13th November 2023 at 7.30 pm at Longborough Village Hall.

Councillors Present: Cllrs T Howse (Chair), A Driver (Vice Chair), B Prior (Vice Chair), R Green, and B Eddolls.

Also present: District Cllr D Cunningham & Clerk to the Council, Jenny Walsh. There were no members of the public present.

1. Apologies for absence – Apologies were received from Cllrs Huttunen and Regan.

2. Declarations of Interest – There were no declarations made.

3. Public Participation There were no members of the public present.

The meeting then resumed.

4. Approval of minutes - Minutes of the meeting held 18th September 2023 were approved subject to an amendment to Item 8:I as follows: *'The Chairman reported that a resident had contacted the Council on matters concerning maintenance and grounds work. This would be discussed under Item 11'*. The Minutes were then duly signed by the Chairman.

5. Matters arising from the meeting held on the above date.

- i. **Village tidy-up**- A very productive and worthwhile afternoon was spent by Councillors and volunteers who set about clearing up various areas around the village. The Chairman extended his thanks to all those who took part.
- ii. **Consideration of a new noticeboard outside the village school** -This item was re-scheduled for the next LPC meeting in January 2024.
- iii. **Consultation documents on the District Council's proposed budget for 2024/25** had been previously circulated to Council by the Clerk. The deadline for responses was 8th December 2023.
- iv. **Storage of creosote products at Stow Ag**- Cllr Green reported that he had raised this matter with the Stow Ag management. The Chairman asked if Stow Ag could provide him with a set of the relevant regulations that related to storage of creosote and other hazardous substances which the company had adhered to.
- v. **Prosperity Fund grant application for Longborough village hall** – On behalf of Longborough village hall committee, Cllr Prior thanked the Clerk and Cllr Cunningham for providing information to them on how to process an application to CDC for consideration of funding for the hall.

6. County Councillor's Report - Cllr Stowe was unable to attend.

7. Ward Councillor's Report - Cllr Cunningham reported on the following:

- Reviews of Boundaries, car parking and Polling Stations were underway.
- CDC had successfully pursued prosecutions for fly-tipping offences.
- CDC were working in partnership with an environmental organization with regard to raising awareness on green initiatives in areas of Outstanding Natural Beauty.
- A trial of reduced CDC Customer Service telephone opening times had commenced.

8. Correspondence

- i. All items had been included on the agenda.

9. Finance

- i. **Budget and Precept for 2024/25-** This item was discussed in Private Session (*see Part Two Minutes*) Council agreed unanimously to set a budget of £20,500 and a Precept of £18,500. A £2k budget subsidy from the Council's Reserves would be applied.
- ii. **Monthly finance reports for September and October-** The reports were duly noted.
- iii. **Approval of payments for October and November 2023**
The following payments were approved unanimously:

October

- Mrs J Walsh- Salary and expenses – (DP)
- HMRC- PAYE- (DP)
- Cotswold DC- election costs May 2023-£415.48
- Allium Florist- Remembrance Service wreath- £50.00
- Cllr Prior-Spring bulbs for village-£16.99
- Netwise – Annual domain fee- £72.00

November

- Mrs J Walsh – Salary (including back pay following 2023 national pay agreement) and expenses – (DP)
- HMRC- PAYE- (DP)

The Chairman extended his thanks to Cllr Prior for the bulb-planting she had recently undertaken around the village.

iv. **Community Infrastructure funding – update on projects**

The Clerk reported that CIL payments totalling £2,735.12 for the Windy Ridge development had been received this year. In addition, £303 had been received in 2022 for the Old Stables development making a total of £3,038. Council had allocated £1,728 for enhancements to the children's playground and for bulb planting around the village. Suggestions for projects to utilize the balance remaining of the funds took place and the Council agreed unanimously to work towards establishing a cross-village working party to produce recommendations of ideas for the village for the Council to consider in due course. The Chairman would circulate a draft list of invitees to join the working party. The Chairman was liaising with CDC regarding how the amount paid to the Parish Council had been calculated as it appeared to differ with the 15% rule stated in the CIL guidance documents.

Planning/Licensing

- i. **Planning/Licensing Applications received:**
 - **23/02981/TCONR- Charlesway Cottage-** Fell of Beech tree- **Council would concur with the recommendations of CDC Tree Officer.**
 - **23/031/TCONR – Old Forge, High Street-**Various tree work. **Council would concur with the recommendations of CDC Tree Officer.**
 - **23/02210/AGPA – agricultural storage building at Luckley Farm, Longborough** -The Clerk would contact the Planning Department to ascertain whether a consultation response was needed from the Parish Council for this application as we had not received the customary email notification in this instance.
- ii. **Update on application:**
 - **21/02068/FUL – new dwellings at Upper Town House** – The Chairman reported that permission had now been given for this proposal, subject to many Conditions which could be viewed on the CDC planning portal. The Council were keen to establish positive links with the developers as early as possible so that they could work together to ensure smooth implementation when the scheme commenced. Both Vice Chairs together with the Chairman, would be involved in initial conversations with this goal in mind.
- iii. **Allocation of Community Infrastructure Levy – October 2023 payment-** (*See Item 9:iv*)

iv. Planning Decisions

- **23/02796/FUL- Eco dwelling at land SE of Old Rectory Gardens** – It was noted that this application had been refused.
- **23/02797/FUL- Erection of double garage at Milverton, Old Rectory Gardens**- It was noted that this application had been withdrawn.

10. Highways

- Update on Speedwatch project** - Cllr Driver reported that more volunteers had enlisted and that training was about to be started. Two to three sessions were now being delivered each month and despite some negative responses from motorists, the scheme was deemed to be a positive deterrent to speeding around the village. An invitation would be extended to the Police to send a representative to witness a session and discuss follow-up action against persistent offenders who had been recorded on the Speedwatch data on several occasions. The Chairman reported that after several emails, he had now made contact with the new Gloucestershire Speedwatch Co-ordinator and progress was being made on seeking Highways approval for the proposed locations of 2 permanent vehicle activated speed signs for the village.
- Roadworks Update**– The Chairman reported that Thames Water were scheduled to undertake work in connection with the Quarry House development in Ganborough in early December and information would be posted on the LPC website. The Chair also requested that the online reporting system on the GCC Highways website was the most speedy and efficient way to log and gain action on a variety of issues such as pot holes, signs etc. Councillors were urged to encourage residents to use the method in favour of telephone calls or passing this to the Parish Council as the more people who reported problems online would result in faster response and repairs. This message would also go on the LPC website and the village newsletter.

11. Repairs and Maintenance

- Playground repairs and improvements** – Cllr Driver reported that he had investigated the possibility of a basketball net on the playground but health and safety issues due to the small size of the site would prohibit this. Regarding discussion under Item 9:iv CIL funding, it was agreed that Cllr Driver would contact various play equipment suppliers and report back with a view to passing the information onto the proposed working party to include in their report.
- Update on drainage problems** – The Chairman reported that following an email and telephone call from Thames Water engineer, he had been advised that a review of sewage treatment works was being carried out by Thames Water in Longborough and other locations around the Cotswolds. The Chairman had agreed to supply information to the water company on the issues around Washpool and Lime Cottage.
- Re-seeding of the memorial green following installation of new kerbs in 2022**-This matter would be referred back to the Council's grounds contractor.
- Pavement issues** – Cllr Eddolls asked if anyone had reported the uneven surface by the entrance to the village shop and outside Amberley. These would be investigated.

12. Commemoration of D Day landings – 6th June 2024 – lighting of Beacons- The Chairman was liaising with the Sezincote Estate Manager and plans were progressing.

13. Open space at Waterstyles- It was confirmed that planning conditions for this development did not stipulate that the open space must be used as a sports field, but only as 'open space'.

14. Calendar of LPC meetings for 2024

The calendar was approved as set out and would be published on noticeboards and the LPC website.

15. Any other Business and Councillors' requests for items for consideration at the next meeting

- The Chairman asked for the working party matter raised in 9 (iv) to be added as an agenda item for the next meeting.

PART TWO MINUTES

Council resolved unanimously to move to Private (confidential session) for the following item for the reason that matters relating award of Contracts would be discussed.

PT:1 Budget and Precept for 2024/25 financial year

Following detailed discussion, the Council resolved unanimously to set a budget of £20,500.

This would be subsidised using Council Reserves of £2,000 thus making a Precept amount of £18,500 for 2024/25 financial year.

The open meeting closed at 9.15 pm.

The next meeting of the Council will be held on Monday 8th January 2024