

Minutes of a meeting of the Parish Council held on Monday 8th July 2024 at 7.30 pm at Longborough Village Hall.

Councillors Present: Cllrs T Howse, (Chair) A Driver (Vice Chair), B Prior (Vice Chair), R Green, F Regan, R Eddolls & M Huttunen.

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

There were no members of the public present.

1. Apologies for absence

Apologies were accepted from County Cllr Stowe.

2. Decs of interest

Declarations made related to Part Two Minutes only.

3. Public Participation

There were no members of the public present.

4. Approval of Minutes

Minutes of the Annual and Ordinary meetings held 13th May 2024 were approved unanimously and duly signed by the Chairman.

5. Matters arising from the last meeting

There were no items raised.

6. County Councillors report

Cllr Stowe had given his apologies for this meeting

7. Ward Councillor's report

Cllr Cunningham reported on the following matters:

- Changes to the regular dates for bin collections has been implemented. Cllr Cunningham would look into delays with collections from The Nibble being carried out which had been reported by Cllr Driver. Details of school children's summer holiday club activities had been circulated to Councils.

8. Correspondence

All correspondence received had been detailed under the relevant headings on the agenda.

9. Finance

- a. **Finance reports for June/July 2024** – The reports were received and duly noted.
- b. **Revised Financial Regulations for 2024**- It was agreed unanimously to approve the draft policy document subject to amendment on section 2:6 to read '*At least once in each quarter, and at each financial year end, a member other than the Chair (or a cheque signatory) shall verify bank reconciliations (for all accounts) produced by the RFO*'.
- c. **Payments for June and July 2024** – The following payments were approved:
June
Mrs J Walsh – salary (DP)
HMRC – PAYE (DP)
Microsoft – Annual license - £59.99
July
Mrs J Walsh – salary – (DP)
HMRC- PAYE – (DP)
- d. **Applications for a community grant from the Parish Council in 2024** – This item would be discussed during private session (see Part Two Minutes below).

10. Planning

- a. **Planning applications received**
 - i. **24/01281/TCONR** -Lower Farm House, Church St – further tree work – The Council will concur with the recommendations of CDC Tree Officer.
 - ii. **24/00974/FUL** -Windy Ridge, The Crook – Construction of temporary access from A424 to land at Windy Ridge during construction of development approved under 23/01634/FUL. No comments.
 - iii. **24/01398/FUL**-Stowbridge House, Stow Rd – Detached 3 bay garage building. No objections.
 - iv. **24/01562/LBC**-Mullion Cottage, High St – Replacement of existing French doors with double glazed doors in a Listed building. Council will concur with recommendations of CDC Conservation Officer.
 - v. **24/01695/FUL**- Pear Tree Cottage, Moreton Rd – Excavation and construction of single storey subterranean extension. Partial demolition/replacement of existing garden room. Landscaping works to create stepped garden area. No general comments but concerns regarding how the construction team would access the site and potential effects on road safety would be submitted to CDC by The Clerk.
 - vi. **24/01815/TCONR**-Cherry Tree Cottage, Chapel Lane – Fell cypress T1 to ground level due to damage caused to wall and patio. Council will concur with the recommendations of CDC Tree Officer.
 - vii. **23/02796/FUL** -Land south of The Rectory, Old Rectory Gardens- Construction of single storey eco dwelling and associated works. This project will be going to Appeal.
- b. **Planning Decisions** –23/03756/FUL- Milverton, Old Rectory Gardens. The Chairman attended and spoke at the Planning Committee. The decision of the Committee however, was that on balance, there was insufficient evidence to reject and Permission was therefore duly granted to the applicant.
- c. **23/01602/FUL**-Quarry House – Developer's Agent had confirmed that following the Parish Council's request, they would ensure that the grounds contractors for the site would continue to maintain the grass verge on Ganborough Rd, and that once construction has been completed, reinstatement of the grass verge on the main entrance to the property (A424) would be carried out.
- d. **Changes to 'Calling-in' process for planning applications** -Council noted that Cllr Cunningham had previously circulated a document setting out changes to the 28-day rule on planning applications and other measures, that had now been implemented.
- e. **Update on Upper Town House development in progress**- The Chairman had attended a liaison meeting with residents and a subsequent follow -up with the developer to communicate matters raised had also taken place. Start time for significant work was confirmed as not earlier than 8am. Road closures would be limited to only those that were essential and vibration testing was underway. Following discussion regarding carrying out any weekend work, Cllr Cunningham added that the developer was required to adhere to the details set

out in the Construction Plan as any unauthorised changes could be construed as a breach of planning Conditions.

11. Highways

- a. **Speed watch project**- There had been no further communication from Cllr Stowe, despite his agreement made at the last LPC meeting, to notify the Parish Council of the dates and nature of monitoring carried out by GCC Highways in connection with our Speedwatch grant application. It was noted that the Council were extremely disappointed at the lack of progress with this matter which had now been on-going for over 2 years.
- b. **Drains and potholes** – The Chairman was pleased to confirm that the blocked drain by Laurel House, Chapel Lane, had now been cleared by GCC Highways. Online reporting on any drains or potholes remained the most effective way of obtaining a prompt response.
- c. **Email from resident regarding length of shrubs on grass bank & overhanging road near to Old Rectory Gardens** -The Chairman reported that a resident had raised a concern about the height of trees and shrubs overhanging this area but as this was private land, it was outside the jurisdiction of the Parish Council.

12. Repairs and Maintenance

- a. **Grounds maintenance and grass cutting** -a message would be sent to the Council's contractor asking for urgent contact to progress finalising details for the updated Contract for grounds and grass.

13. Events Calendar

- a. **Annual community get-together and barbecue** – Following discussion, Cllrs Regan and Driver agreed to liaise with Longborough Cricket Club on a suitable date in September to plan a BBQ event this year.

14. Longborough Village School

- a. **Safety and security fencing** - Council noted that the school had obtained funding to erect security fencing to comply with safety and security regulations. Correspondence from residents had been received and was forwarded to the school managers as this was not a matter for the Parish Council.

15. **Any Other Business** – The Clerk reported that she would be investigating with the providers, a recent problem reported by a resident regarding accessing the code on the defibrillator located in the telephone box.

PART TWO
MINUTES OF PRIVATE SESSION (CONFIDENTIAL)

The Council agreed unanimously to move into Private Session for discussion of the following item due to it including items relating to business and financial information of organisations.

PT TWO – Item 1. Consideration of applications received for community grants from the Parish Council in 2024.

Declarations of interest were registered for the following Councillors:

CLlr Huttunen: Longborough Link and Village School

CLlr Eddolls: Village Shop

CLlr Regan: Village School

The following awards were approved unanimously:

Name of Organisation	Amount approved
Nth Cotswold School Federation	500
Link magazine	360
Village Hall	470
Playing Fields Association	50
Cotswold Friends	500
Cricket Club	500
Village shop	620
TOTALS	£3,000

The meeting closed at 9.15pm - **The next meeting will be on Monday 9th September 2024**