

Minutes of a meeting of the Parish Council held on Monday 11th November 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 & M Huttunen.

Also present: District Councillor David Cunningham & Clerk to the Council, Jenny Walsh. There was 1 member of the public present.

1. Apologies for absence

Apologies were accepted from Cllr Eddolls.

2. Decs of interest

There were no declarations made.

3. Public Participation

There were no representations made.

4. Approval of Minutes

Minutes of the last meeting held 9th September 2024 were approved unanimously and duly signed by the Chairman.

5. Matters arising from the last meeting

All matters were included in the agenda.

6. County Councillors report

Cllr Stowe was not present at the meeting.

7. Ward Councillor's report

Cllr Cunningham reported on the following matters:

- a. Two District Councillors had stepped down from positions in The Cabinet for personal reasons and there would be an announcement of revised responsibilities for the Portfolio holders in due course.
- b. The toilets in Stow Square, Stow on the Wold would now be retained but the conveniences located in the town centre car park would close instead.
- c. A new government website to assist local communities with Resilience/Emergency Planning in their areas had been launched with details displayed on the CDC main website.

8. Correspondence

- a. **An email from a local resident** regarding ownership of The Old Shoppe which had been identified as being in need of urgent exterior repairs, had contained useful information on the matter which had been forwarded to Cotswold District Council with the permission of the resident concerned. It was noted that until clear ownership could be confirmed, that progress may be slower than originally anticipated. CDC Building Control had agreed to keep the Parish Council updated on the matter.
- b. **A consultation document on the Area of Outstanding Natural Beauty for the Cotswolds** region had been previously circulated to Councillors. There were no comments submitted at the present time.

9. Finance

- a. **Finance reports to end October 2024** – The reports were received and duly noted.
- b. **Approval of bank reconciliation to bank statement.** In accordance with the Council's revised Financial Regulations, Cllr Regan carried out a manual check of the account reconciliation with the bank statement to end of October 2024. The documents were approved as accurate and duly authorised.
- c. **Payments for October and November 2024** – The following payments were approved:
 - October
Mrs J Walsh – salary (DP)
HMRC – PAYE (DP)
Netwise – Annual webhosting fee - £72.00
 - November
Mrs J Walsh – salary – (DP)
HMRC- PAYE – (DP)
CT Landscapes – grass and grounds contract final payment for year - £558.00 (estimate only)
- d. **Community Infrastructure Levy (CIL) funding** for Upper Town House development - £2,005 had been received in respect of the said housing scheme. Allocation of community projects to utilise all of the funding received to date was discussed in Private Session (see Part Two Minutes below). Councillors were reminded that the Parish Council had not received a CIL payment in respect of the Waterstyles development as this had been prioritised for secondary school education in the local area.
- e. **Budget and Precept for 2025/26** – This item was discussed under Private Session. Council resolved to set a budget and Precept of £21,555.

10. Planning

- a. **Planning applications received**
 - i. **24/02445/FUL** -Timbers, The Crook – Replacement storage building. No Comments. (Permission now granted).
 - ii. **24/03014/AGFO** -Land south of Moreton Road – Mono-pitch lean-to on the southern side of existing grain store for agricultural and forestry uses. No comments. (Permission with Conditions now granted).
 - iii. **24/03239/FUL**-Bounty Cottage, Church Street – Single storey rear extension and associated works. TBC
 - iv. **21/02068/FUL & 24/00569/FUL**-New dwellings at Upper Town House- The Chairman reported on the following matters: The Fire Brigade had attended a fire on the site which was held to be due to an electrical fault and the matter resolved by Western Power on the same date. Notification of ancient human remains on the site had been submitted and the Parish Council had sought reassurance from the developers, that all the correct protocols on the matter had been followed. The response from the owner of the site was disappointing as they had decided not to continue liaison with the Parish Council and declined to comment on the query raised. Cllr Cunningham added that he was assured that all the formal requirements on this, and any advertising material that has recently been erected outside the site, was compliant with Planning/Highways regulations. The Parish Council would continue to pursue progress with reinstatement of the footpath.
- b. **Planning Decisions**
 - i. **23/03845/FUL**- Frogmore Cottage- Retrospective permission for an equestrian centre and storage container outlet. LPC had objected to this application which had now been refused on grounds of Highways concerns regarding increased traffic.
- c. **Other Planning matters**

There were no other matters discussed.

11. Highways

- a. **Speed watch project**- The Council were hoping to engage another new volunteer to the team this month. No further communications from GCC regarding Speedwatch grant funding.
- b. **Request for funding from Gloucestershire Footpaths Team - Footpath at Waterstyles** – The Clerk reported that the request concerned repairs needed to parts of the HL020 which included Longborough. It was agreed to respond by asking for an update on other funding that had been sourced to date, then the Parish Council would review their position in due course.
- c. **Public Rights of Way (PROW) consultation** -Councillors had been previously circulated with details from GCC regarding a deadline of 2026 for any requests for retention/changes to PROW designations within the Parish. The Chairman agreed to circulate information to residents suggesting a working party of volunteers be established to walk and survey all existing routes in Longborough with a view to submitting our recommendations to GCC before the deadline occurred.

12. Repairs and Maintenance

- a. **Grounds maintenance and grass cutting** – Review of the contract would be carried out as part of the discussion on budget in Private Session as it related to award of contracts.
- b. **Defibrillator** – The Clerk reported that a replacement battery for our own defibrillator was on its way. The whole unit had been identified as well past its shelf life and should be replaced as soon as possible. This matter would be discussed as part of the budget plan (see Part Two Minutes below).
- c. **Damage to dry stone wall** – An urgent payment of £480 had been approved at the September LPC meeting, for emergency repairs to the wall at the playground.
- d. **The Old Shoppe - Memorial Green**– The matter of contacting the owners of the property which was in need of urgent exterior repairs, had been placed with Building Control at CDC. (Please also see Minute 8.a. regarding this matter.)

13. Events Calendar

- a. **Remembrance Day Service 10th November 2024** – Cllr Regan had represented the Council and laid the wreath at the service held at the church on the above date.
- b. Christmas tree for the village – Cllr Driver confirmed that an order had been placed with the usual supplier for a tree to be located outside the village hall.
- c. Light a Lamp for Peace – commemoration of 80th anniversary VE Day May 2025 – The Chairman reported that the details for commemorating this event would be circulated nearer the time in 2025.

14. Emergency/Resilience Plan

The Chairman would continue to work towards a draft Plan in due course.

15. Calendar of meetings for the Parish Council in 2025

Council unanimously approved the calendar of dates for LPC meetings next year and the Clerk would circulate the dates to all interested parties.

16. Any Other Business

- a. Cllr Prior reported on a community meeting she had attended recently regarding proposed new housing schemes in Moreton in Marsh. Notes of the meeting had been circulated to Councillors and Cllr Cunningham thanked the Council for attending and keeping him apprised of views at local level. He reminded Council of the changes that were indicated by the Prime Minister, to housing targets in local areas, had still not yet been confirmed but communities should anticipate there being significant increases in the targets for housing need in many areas around the region as well as nation-wide.
- b. Cllr Prior and the Clerk had attended an online training session last month on the new Gloucestershire Association of Local Councils (GAPTC) website. Some services, such as booking training courses, were being restricted to online only access and the Clerk had details for any Councillors who sought further information. Chairman were being encouraged to set up their own accounts online with GAPTC if they also wished to access the database of support that was provided.

8.25pm: The public part of the meeting closed and members of the public were asked to leave.

PART TWO

(CONFIDENTIAL)

Following a vote, Council agreed unanimously to move to Private Session for the reasons of discussing award of Contracts for goods/services.

Item PT 1. Budget and Precept for 2025/26

- a. **Contract for Grass cutting and Grounds maintenance for 2025/6** The existing Contractor would be invited to submit a quotation and Council would review this with any other quotations received with a decision in January 2025.
- b. **Defibrillator** Council agreed unanimously to purchase a replacement new defibrillator from a preferred supplier for the sum of £1,095+VAT. The cost would be allocated to the existing 2024/5 budget for community projects.
- c. **Community Infrastructure Levy (CIL) funding** Council identified four possible schemes for use of CIL funding and Projects Plans for each one would be drawn up with view to being considered at the January 2025 meeting of the Council.
- d. **Budget and Precept for 2025/26** Council resolved unanimously to set a budget and Precept of £21,555. There would be no subsidy from Reserves.

The meeting closed at 9.20pm

The next meeting will be on Monday 13th January 2025