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**Minutes of a meeting of the Parish Council held on Monday 14th July 2025 at 7.30 pm** at Longborough Village Hall.

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

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

There were 2 members of the public present.

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# **Apologies for absence**

Apologies were accepted from Cllrs Howse and Eddolls.

# **Decs of interest**

There were no declarations made.

# **Public Participation –** The meeting was suspended temporarily whilst any residents raised their questions:

1. Tim Gardner, on behalf of the Longborough community, extended his thanks to Jenny Walsh for her service to the Parish Council over the past nine years. A presentation of flowers and a gift were received and Mrs Walsh thanked everyone concerned and said it had been her pleasure to work for and support the Parish Council.

The meeting then resumed.

# **Approval of Minutes**

Minutes of the Annual and Ordinary meetings held on 12th May 2025 were approved unanimously and duly signed by the Chairman.

# **Matters arising from the last meeting**

All items were included in the agenda.

# **County Councillors report**

The Chairman welcomed the newly elected County Councillor, Tom Bradley and congratulated him upon his election. Cllr Bradley made his report which included details of the new structure of the County Council since the May elections and progress with the plans for a devolved Authority. Formal proposals for the structure would be submitted in November 2025. Priorities for the Councillor would be supporting the Parish Council on Highways – in particular road surface maintenance and strategies for lowering speed limits in the area. The Chairman asked for support regarding ongoing negotiations towards achieving speed monitoring equipment in the village and Cllr Bradley agreed to look into the current position following receipt of a brief summary from the Parish Council, of what had transpired to date.

# **Ward Councillor’s report**

Cllr Cunningham reported on the following: Plans for devolution; consultation on the five year Housing Land Supply proposals to be submitted to Government; planning matters affecting the Parish and provision of summer holiday activities for youngsters over the coming weeks. Following a question from the Chairman regarding reinstatement of a kerbed path on the entrance to the former Upper Town House development, Cllr Cunningham advised that the Parish Council should send pictures of the original pathway to the developers with a reminder of their verbal assurance that the kerb would be reinstated before they left the site as finished.

1. **Correspondence**
2. The Clerk reported that a local resident had raised a second complaint regarding smells of creosote emanating from Stow Ag’s storage facility. The Chairman had spoken to the owner of the premises, who had extended an invitation to the resident to come and meet with him to discuss the concerns but this had been declined. It was noted that Cotswold District Council Environmental Health Department had also carried out tests which concluded that no breach of the regulations had taken place. It was agreed that the Chairman would speak to the Stow Ag owner to outline the resident’s suggestions for a solution and ask if they would provide a reply that we could forward to the resident in due course.
3. **Finance**

# **Finance reports for June and July 2025**- The reports were received and acknowledged.

# **Approval of bank reconciliation to end June 2025 –** Cllr Regan signed the documents as accurate.

# **Approval of payments for June and July 2025** – Council unanimously approved the following payments:

June 2025  
Mrs J Walsh – salary (DP)  
HMRC – PAYE (DP)

R Sampson – Grounds Maintenance March 2025 - £484.00

Microsoft – annual licence fee - £84.99

Lloyds Bank – service charge - £4.25

July 2025

Mrs J Walsh – salary (DP)  
HMRC – PAYE (DP)

Lloyds Bank – service charge - £4.25

Longborough Cricket Club – donation of £10 for hire of room on 1st July in connection with interviews for Clerk.

# **Community Infrastructure Levy (CIL) allocations** – The Chairman reported that the Cricket Club had purchased a goal post for use on their fields by older children in the village. The Parish Council had previously discussed making provision for 11–16-year-olds but had struggled to find a suitable space and agreed that the new posts at the cricket club would be a positive step forward. It was therefore agreed unanimously, to re-imburse the club for the cost of the item at £100 from the CIL funding stream.

* 1. **Community Grant applications for 2025** (This item was discussed in Private Session – see Part Two Minutes)
  2. **Laptop computer (Clerk)** – The Clerk reported that the screen on her LPC laptop had broken and was currently unstable. The PC was over 5 years old and out of its warranty therefore the Council agreed to purchase a replacement at a cost not exceeding £450.
  3. The Clerk reported that Lloyds Bank had introduced from 1st April 2025, fees on its former community bank account holders of £4.25 per month. The Clerk would provide information to Council on alternative banking services including digital banks, who may offer a service with no monthly fees for account holders that are not commercial entities.

# **Planning**

# **Planning applications received**

**25/01630/TCONR**– **Eastridge, Longborough.** Dismantle maple tree at front of the property. Concur with CDC Tree Officer recommendations.

**25/01735/FUL – 2 Orchard Rise** – Changes to fenestration on original planning application, (25/00365/FUL). No comments.

**25/01510/SPANOT –** **Land South of Moreton Rd**. Installation of solar panels to agricultural buildings. The Clerk had pointed out that notice of the application was for information only. Following a question from a Councillor regarding why consultation was not offered on this occasion, Cllr Cuningham agreed to check with the CDC Case Officer and report back.

1. **Planning Decisions**

None to report.

1. **Other Planning matters**
2. **23/02068/FUL – New dwellings at Upper Town House** – (see Item 7 – Ward Councillor report).

# **Highways**

# **Site visit by GCC Highways Manager to Longborough**– County Cllr Bradley reported that he had met with the Highways Manager recently at the Moreton Area Office and various items had been discussed and prioritised for consideration. The matter of speed restriction and the accompanying grant would also be reviewed.

# **Request from resident to seek Listed Status for the Telephone kiosk, High Street** – The Clerk reported that she had received an email from a relative of a resident who had recently carried out re-painting of the telephone kiosk belonging to the Council suggesting that consideration of registering the kiosk as a Listed Building should be made. During discussion, it was noted that given its location, there was no significant threat to its viability, but it was agreed to investigate the matter further and report on findings at the next meeting.

1. **Request from GCC Highways for contribution towards cost of repairs to a public footpath** –Subsequent to an earlier assurance that the Parish Council would be willing to contribute towards essential repairs and maintenance of a public footpath running through Longborough, the Clerk had now received a further email from GCC Footpaths confirming that the necessary funds had now been secured, therefore there was no long a need for a payment to be made. GCC were congratulated for successfully sourcing the funding that was needed.
2. **Request from Longborough Book Club to store books in the bus shelter on High Street** -The Chairman reported that he had received a request from the above Book Club and had explained that it should be referred to the Council as co-owners of the building with GCC. The Clerk advised that it was not practical, or safe, to consider using space that was designated as a shelter for people waiting for a bus, for storage of books. No information as to how many books would be kept; how they would be stored or protected from weather, had been received, so it was agreed to liaise with the Book Club to consider an alternative site as a better solution.

# **Repairs and Maintenance**

# **Annual safety inspection for the playground** – A suggestion of purchasing a child friendly ‘animal shaped’ bin had previously been discussed. Cllr Driver would produce recommendations for this, and any other proposals for the playground at the next LPC meeting.

1. **Grass and Grounds Contract 2025**– The Chairman and Cllr Green reported that the Council were very pleased with the work carried out by the new contractor to date.

# **Play space in Longborough for older children**

See Item 9.v.

1. **Position of Clerk/RFO to the Parish Council** –This item was discussed in Private Session. See Part Two Minutes below.
2. **Any other business**
3. **The Olde Shop empty dwelling on High Street** – CDC Building Control had been previously notified by the Parish Council regarding loose/falling tiles on the roof of this empty property. Cllr Cunningham reported that some progress had been made with the family of the deceased owners of the property, but until Probate was passed, sadly, there was very little that could be done.
4. **Review of Public Rights of Way in Longborough**- This matter was raised at the last meeting and would be added to the agenda for the September LPC meeting.

The meeting closed at 9.10pm

**The next meeting will be on Monday 8th September 2025.**

**PART TWO MINUTES**

**(CONFIDENTIAL SESSION)**

The Council resolved unanimously to move to Private Session for the reason of discussion relating to Personnel.

The public left the meeting**.**

**PT 1 Position of Clerk and RFO to the Parish Council**

The Clerk had given notice in March 2025, of her intention to retire from her position with effect from end of September 2025.

The Personnel Committee had assembled and an advertisement for the post of Clerk and RFO had been placed on the GAPTC website and selected local digital platforms with a closing date for applications of 30th June 2025. Selection procedure was in accordance with NALC guidelines and interviews were held on 1st July. A successful candidate accepted the position, and a Contract of Employment was signed by both parties at the meeting.

**PT2 Community grant applications for 2025**

The following donations were approved unanimously as shown below:

|  |  |
| --- | --- |
| **Organisation Name** | **Amount awarded £** |
| North Cotswold School Federation | 708 |
| The Longborough Link Magazine | 200 |
| Longborough Village Hall | 394 |
| Cotswold Friends | 593 |
| Longborough Village Shop | 612 |
| Longborough Cricket Club | 593 |
| Total | 3,100 |

The meeting closed at 8.30pm