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**Minutes of a meeting of the Parish Council held on Monday 8th September 2025 at 7.30 pm** at Longborough Village Hall.

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

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

There were 0 members of the public present.

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# **Election of Chairman**

Following the resignation of Cllr Driver as Chair wef 1/9/25, the Clerk asked for nominations for the position of Chairman. Cllr Prior proposed Cllr Howse, seconded by Cllr Green. There being no other nominees, Cllr Howse took the Chair. A unanimous decision to re-instate Cllr Driver as Vice Chair was also recorded.

# **Apologies for absence**

Apologies were accepted from Cllrs Regan, Eddolls and Huttunen.

# **Decs of interest**

There were no declarations made.

# **Public Participation –** There were no representations by the public.

The meeting then resumed.

# **Approval of Minutes**

Minutes of the meeting held on 14th July 2025 were approved unanimously and duly signed by Cllr Driver who had Chaired the meeting.

# **Matters arising from the last meeting**

All items were included in the agenda.

# **County Councillors report**

Cllr Bradley had previously set out the procedures relating to a proposed unitary authority and devolution in the area. Councillors would consider the options with a view to selecting a favoured one to put forward and the final decision by central government would be expected in 2027.

The 20mph campaign was moving forward although it was noted that Longborough had its 20mph limits in place for some years.

The Chairman passed on the Council’s thanks to GCC Highways for the recent installation of bollards and repairs to the safety barrier outside Longborough village school in time for the start of the Autumn Term.

The Speedwatch scheme and grant for the Parish Council was discussed and Cllr Howse agreed to forward Cllr Bradley key information on the locations of proposed signage previously put forward by the Parish Council in its grant application from 2023.

GCC were asking for suggested sites from Parish Councils for on-road EV charging units. It was confirmed that no suitable space could be determined in Longborough at the present time.

# **Ward Councillor’s report**

Cllr Cunningham reported that the summer recess had now ended and meetings would resume in due course. However, concerns had been raised following notification that the housing supply targets for the District were currently well below those set by central government and measures were being considered to meet the deficit.

Unitary status had also been a topic for report. Cllr Bradley had already provided an update in his own report to the Parish Council. (*see Item 7)*

1. **Correspondence**
2. **Update on problems with creosote odours emanating from Stow Ag storage yard**. Cllr Driver confirmed that all possible avenues had been pursued on this matter, and the Council were unable to act further on behalf of the resident due to there being no evidence of a breach of environmental or other regulations having occurred.
3. **The Clerk reported that letters of thanks had been received from all recipients of 2025 community grants.**
4. **Finance**

# **Finance reports for July and August 2025**- The reports were received and acknowledged. The Chairman would look at the budget tracking sheet with a view to recommending possible changes at the next LPC meeting.

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

# **Approval of payments for August and September 2025** – Council unanimously approved the following payments:

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

R Sampson – Grounds Maintenance March 2025 - £484.00

GCC – contribution to public footpath repairs - £300.00

Currys – New laptop for Clerk - £399.00

Longborough Cricket Club – donation for hire of room on 1/7/25 - £10.00

Longborough Cricket Club – donation towards cost of goal posts (CIL fund) - £100.00

TKMaxx – Stationery – storage bags- £5.16

Lloyds Bank – service charge - £4.25

September 2025

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

Lloyds Bank – service charge - £4.25

Robert Sampson – grass cutting - £484.00

# **Planning**

# **Planning applications received**

**25/02176/FUL – South Orchard House, Banks Fee Lane.** New plans replaced the original (under same planning application reference).

**25/02384/TCONTR – Bounty Cottage, Church St.**  Tree work to hawthorn and white beam trees. Council would concur with recommendations of CDC Tree Officer.

**25/02172/FUL –** **4 The Cider Mill** – Extension to residential curtilage; installation of solar panels and revised boundary fencing (part retrospective). Council request that monitoring be carried out to ensure that surrounding trees that have Tree Protection Orders, are not damaged during the works.

**25/02785/TCONR – Springside, Banks Fee Lane.** Various tree work at front and in garden. Council would concur with recommendations of CDC Tree Officer.

**25/02680/TCONR –** **Berry Cottage, Upper Town Barns** – Removal of 3 x leylandii and a small fir tree. Council would concur with recommendations of CDC Tree Officer.

1. **Planning Decisions**

None to report.

1. **Other Planning matters**

**23/02068/FUL – New dwellings at Upper Town House** – It was agreed that the Council would contact Mckenzie Miller Homes with a view to obtaining a written undertaking to support the earlier verbal assurance given to Cllr Huttunen, that the kerbside on the entrance to the development would be properly reinstated.

**Consultation on Moreton-in-Marsh Neighbourhood Plan** had been received – deadline for responses is November 2025.

**Consultation notification from agents acting for developers of land east of Evenlode Rd, Moreton-in-Marsh – 150 new dwellings** had been previously circulated by the Clerk. No planning application had been received at this time.

# **Highways**

# **Request from GCC for contribution towards repairs to public footpath in Longborough** - The Clerk explained that her earlier report that the Parish Council’s offer of £300 towards the cost of said repairs would not be needed, was not accurate. The communication from GCC was actually confirming that the go ahead for the repairs included the contribution from Longborough, therefore the sum had now been paid.

# **Consideration of Listed Status for the Telephone kiosk, High Street** – This matter had been discussed at the last LPC meeting and it was therefore agreed that there being no immediate concerns as to the safety and or protection of the kiosk, no further consideration would be made at the present time.

1. **Review of Public Rights of Way**–Cllr Howse would gather volunteers to walk the footpaths and report on any matters that should be flagged up with GCC Highways prior to any formal review being carried out.

# **Repairs and Maintenance**

# **Annual safety inspection for the playground** – Cllr Driver had suggested that a child-friendly designed litter bin might be purchased to replace the existing one that was damaged. Cllr Driver agreed to provide a selection of designs for the Council to consider in due course.

1. **Grass and Grounds Contract 2025**– The Council were very satisfied with the work undertaken by the Contractors for the grass and grounds and the Clerk would ask for a revised quotation for 2026 from them in time for the November LPC meeting. Land between the school and the village pub was in need of more in depth work and Cllrs Howse and Driver would liaise with the School and the pub on how best to proceed with ensuring that the area was kept neat and tidy.
2. **Position of Clerk/RFO to the Parish Council** –This item was discussed in Private Session. See Part Two Minutes below.
3. **Any other business**
4. **LaSCA charity -**Cllr Howse reported that the Longborough charity were looking at a combined fundraising efforts including replacement of the noticeboard at the village school.
5. **War memorial** – problems had been reported with youngsters climbing onto the memorial – this matter would be placed on the next agenda for discussion.
6. **Fence at Upper Town House** – The damaged fence at the entrance to the footpath opposite Upper Town House would be repaired by Cllrs Driver and Green.
7. **Damaged GCC Highways sign** on entrance to village – Cllr Howse would report this online.

**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 successful candidate for the position of Clerk had later withdrawn before taking up the role, therefore the position was again, now vacant.

Council agreed to accept Mrs Walsh’s offer to suspend her pending retirement until 31st December and an advertisement for the post would be drafted as quickly as possible.

The meeting closed at 8.45pm

**The next meeting will be on Monday 10th November 2025.**