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**Minutes of the Ordinary meeting of the Parish Council held on Monday 13th May 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 &

M Huttunen.

**Also present:** County Councillor Lynden Stowe & Clerk to the Council, Jenny Walsh.

There were no members of the public present.

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# **Apologies for absence**

Apologies were accepted from Cllrs Eddolls and Regan.

# **Decs of interest**

There were no declarations made.

# **Public Participation**

There were no members of the public present.

# **Approval of Minutes**

Minutes were approved as set out.

# **Matters arising from the last meeting**

There were no items raised.

# **County Councillors report**

Cllr Stow provided an update on progress with the Council’s Speed Watch grant application. It had been noted that traffic survey equipment had been installed in Longborough on Weds 8th May. Cllr Stowe agreed to check if this was the survey being carried out for GCC as the date of installation was different to the date he had been given. The main purpose of the survey would be to ascertain the changes in traffic speeds since the introduction of the 20mph limit was imposed in 2016 and whether further measures to curtail speeding vehicles were now needed. The Council confirmed that if/when ANPR cameras were introduced, that they would maintain them and ensure that any trees that may obscure the camera views, were kept trimmed back. Cllr Stowe agreed to report back to the Council in due course. In response to a question from the Chairman regarding a blocked drain on Chapel Lane, Cllr Stowe would look into correspondence between the Parish Council and the Highways Dept.

# **Ward Councillor’s report**

Cllr Cunningham was unable to attend.

# **Correspondence**

No correspondence had been received.

# **Finance**

# **Approval of draft annual accounts for 2023/24** - The accounts were approved unanimously as follows: Annual Statement of Governance; Internal Auditor’s report (nil return on points for action); Exemption Certificate for Small Authority; draft final accounts and explanations.

# **Renewal of Insurance for 2024/25**- It was agreed unanimously to renew the Council’s annual insurance with Gallaghers for the sum of £504.68.

# **Payments for April and May 2024** – The following payments were approved: April Mrs J Walsh – salary (DP) HMRC – PAYE (DP) Stow Ag – Cleaning materials £67.80 GAPTC- Annual Subscription - £130.23 SLCC- Annual Subscription - £112 RoSPA- Annual Playground Inspection- £153.60 May Mrs J Walsh – salary – (DP) HMRC- PAYE – (DP) Anthony Coombes- Internal Audit - £98.70 Travis Perkins (Cllr Driver)- materials for footpath repairs - £60

# **Community Infrastructure Levy (CIL**) – allocation of funds to community projects - Cllr Howse proposed that, if possible, it would be good to create/improve pedestrian access paths around the village. The Clerk would ascertain what criteria covered the use of CIL on community projects and Cllr Prior agreed to research the availability of grant funding for the scheme.

# **Planning**

# **Planning applications received**

# **24/00387/FUL –** Quarry House- Erection of yoga hut and woodland pool. LPC comment: The Council will concur with the recommendations of CDC Conservation Officer.

# **24/01053/TCONR**-Lower Farm House, Church St – various tree work. LPC comment: The Council will concur with CDC Tree Officer.

# **24/00824/FUL**-Land south of The Gables, Ganborough Rd-creation of a new pond and associated development (variation to approved application 21/02068/FUL, Condition 2). LPC comment: No objections.

# **24/00569/FUL**-Upper Town House- (variation to approved application 21/02068/FUL, creation of 6 new dwellings). LPC comment: The Council believes that the changes are to be welcomed and overall, the changes are not significant enough to change the core aspects of the original approved application.

# **24/01073/FUL**- Cotswold Garage, Sitch House – erection of single storey front and side extension to existing garage. LPC comment: On the basis that this proposal could encourage future employment opportunities in the local neighbourhood, The Parish Council will support this application.

# **24/01115/FUL**-Bounty Cottage, Church St – single storey rear extension; window works and thermal improvements. LPC comment: The Parish Council believes that the proposal provides for a degree of improvement, especially to the frontage of Bounty Cottage. However, we wish to highlight, during the construction phase, there would be a need to ensure that construction vehicles/deliveries are made aware of the tight bend upon which the site is located and make provision for this for safety reasons. The road is also narrow and there is a risk of obstruction by vehicles during construction. We therefore ask for a commitment for the road to be kept clear of construction traffic.

# **23/03756/FUL** -Milverton, Old Rectory Gardens- creation of garage with windows. An update from District Councillor Cunningham would be provided in due course.

# **Planning Decisions** – There were no decisions recorded.

# **Highways**

# **Speed watch project**- Grant funding update was discussed under Item 6. Cllr Howse reported that surveillance teams were still active but more volunteers were needed to carry out speed gun exercises.

# **Drains and potholes** – The Chairman urged that that as many people as possible be encouraged to report any problems with potholes or other road issues online using the GCC ‘report- it’ system as this was the most effective way to enable accurate information to be received by the Highways Team and organise appropriate action.

# **Road repairs** -Cllr Stowe had previously reported that patch repairs to Moreton road opposite Stow Ag, had already been undertaken and that full patching to the right hand side of Church Lane had been included in the 2024 Schedule of Works.

# **Repairs and Maintenance**

# **Annual playground inspection** – Cllr Prior was thanked to attending the inspection last month. There were no red flag issues identified in the report, and Cllr Driver agreed to organise in-house repairs for minor items that had been noted.

# **Grounds maintenance and grass cutting** - Cllr Driver would contact the contractors and ask for them to provide a price to the Clerk, for including the addition work agreed at the last LPC meeting.

# **Events Calendar**

# **Commemorations on 6th June for the D Day anniversary** - The Chairman reported that he was liaising with the Sezincote Estate Manager regarding arrangements for the lighting of a beacon.

# **Annual community get-together and BBQ on 23rd June** -Volunteers were being sought to carry out various duties and Cllr Driver was working with the Cricket Club on other aspects of the event.

# **Longborough Village School**

# **Safety and security fencing** - Council noted that the school had obtained funding to erect security fencing to comply with safety and security regulations.

# **Child welfare meeting** - Cllrs Huttunen, who was a Governor at the School, reported that Cllr Howse, in his capacity as Chairman of the Parish Council, had been invited to attend a recent meeting at the school with other community partners, to consider ways of promoting and supporting community exchanges surrounding the school. No actions were made at the present time but it further meetings were anticipated to progress those matters that had been previously raised.

# **Chairman’s Annual Report -** Cllr Howse report that his report would be made available before the next meeting of the Council.

# **Any Other Business -** There were not items raised.

The meeting closed at 8.50pm - **The next meeting will be on Monday 8th July 2024**