

LONGFORD PARISH COUNCIL

Email: longfordpc@outlook.com Tel: 07759 118922

Minutes of the Council Meeting held on 5th February 2019 at 7.30pm in Longford Village Hall

- Present:** Cllrs A. Williams (Chair), K. Bates, E. Doherty, K. Doherty, L. Gough, M. Hamblett.
Also present: J. Shirley (Clerk), County Cllr P Awford
Public: One
Apologies: Cllr P. Gough, Borough Cllrs M. Williams and D. Waters.
- Declarations of interest in items on the agenda:** None.
- Approval of the minutes of the meeting** held on 4th December 2018. Cllr Bates proposed accepting the minutes as circulated, Cllr K. Doherty seconded, all in favour. Council resolved to approve the minutes.
- Review outstanding actions from previous meeting:** none.
- Consider changes to order of business:** none.

The meeting was opened for questions and comments from the public.

One member of public raised the issue of dog fouling on the football pitch and requested that signs be put up to remind dog owners to clean up after their pets. There was a discussion about other measures that could be introduced to improve the situation. Clerk to make enquiries as to what can be done and add to next agenda for discussion.

The skip containing sand in the car park has been used for general rubbish and needs tidying out.

Report from the County Councillor: Cllr Awford gave a report from the County Council. The Javelin Park decision is under scrutiny again. Gigaclear (high speed broadband) has a new member of staff looking at the area; Craig Freeman is the local highways manager for Longford. Cllr Awford also gave a brief update on Tewkesbury Borough Council activities; local plan review consultation has been completed. At a recent planning appeal, it was established that the borough council does not have a 5 year housing land supply which leaves the borough at risk of speculative development. The borough council is reviewing past decisions to see how many officer recommendations are overturned at planning committee.

Report from the Borough Councillors: No report.

6. Planning

6.1. Council noted the following planning decisions issued by Tewkesbury Borough Council:

Application No:	Address	Details	TBC Decision
18/00942/FUL	105C Tewkesbury Road	Conversion, alterations and extension to an existing building to form a live/work unit.	PERMIT 07/12/18
18/00409/FUL	382 Longford Lane	Erection of detached dwelling with alteration to existing vehicular access. Revised application 16/00948/FUL	REFUSE 11/12/18

6.2 Council considered the following planning applications:

Date received	Deadline	App Ref	Address	Details	LPC Comments:
21/01/2019	11/02/2019	19/00028/FUL	12 Lewis Avenue Longford	Two storey side and single storey rear extension	No objection. Observation that this site flooded in

Signed

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					2007 and recommend appropriate measures be implemented.
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7. Groups / Meetings / Reports

7.1 To receive reports from representatives for information only:

- Allotments: Cllr Hamblett reported that the standpipe sprung a leak as the stopcock was on and the fittings froze. A local plumber was able to break the padlock and turn off the stopcock and will return to make a permanent repair when a special tool is received to gain access to the standpipe casing. The allotment tenants' list is not up to date and we lack signed lease agreements for the plots which will take a while to resolve.
- Finance: Cllr E Doherty recently undertook a check of the accounts with no issues to report.
- Personnel: Cllr K Doherty had nothing to report.
- Play Park & Playing Field: Cllr P Gough recently carried out a check of the play equipment, no issues to report. The Clerk noted that tree surveys are required, and quotes will be brought to the March meeting for consideration. One bench seat needs attention. **Action: Clerk** to contact Ben Limbrick to quote for risk assessments for the parish council.
- Village Hall Committee: Cllr K Doherty reported on the recent meeting (minutes were circulated by email to all councillors).
- Village Hall Working Group: Cllr K Doherty reported on recent meetings, the working group has agreed some of the questions to be included on the community consultation. There will be a free training day for volunteers involved in the community consultation.

7.2 The Clerk gave a verbal update on the Vehicle Activated Sign (VAS); the new Local Highways Manager was intending to complete the paperwork in January. Cllr E Doherty noted that a traffic survey was undertaken on Tewkesbury Road, the results of the survey would be appreciated. Cllr E Doherty also asked for an update on a pedestrian crossing that was requested near the roundabout. Cllr Awford offered to take these matters up with the Local Highways Manager.

8. Finance / Procedures

8.1 Council received the latest bank reconciliations (October, November and December) and budget versus spend report for the 2018/19 accounts

8.2 Council approved the payment of expenses for Clerk.

8.3 Council received the Clerk timesheets for December 2018 and January 2019

8.4 Council noted that the precept request for 2019/20 has been submitted at £24,500 as agreed at the December meeting.

8.5 Council noted the new pay scales that will be implemented from 1st April 2019.

8.6 Council discussed amending the meeting schedule to increase from 8 meetings per year; Cllr L Gough proposed returning to meeting once monthly except for August. Cllr Bates seconded the proposal. 2 in favour, 4 against. Motion denied.

8.7 Council discussed where to use two notice boards currently in storage. Cllr E Doherty will assess the condition of the stored notice boards to see if they can be utilised. It was agreed to use one at the allotment if suitable. **Action: Cllr E Doherty** to report back to Council.

8.8 Council discussed proceeding with illuminating the village hall driveway now that consent to use electricity has been given by Village Hall. **Action: Clerk** to obtain service plans to locate utilities under the driveway and to research lighting options including solar lights.

Signed

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- 8.9 Council discussed updating the barrier at the village hall driveway to improve access as the barrier drops at the padlock end which makes it difficult to lock. **Action: Clerk** to find out what needs to be done to the barrier to make easier to open/close.
- 8.10 Cllr K Doherty summarised the costs of the community consultation which Council previously agreed to share 50/50 of the costs of £4,800 (therefore £2,400 per organisation). The Village Hall Committee has confirmed a maximum budget of £3,000 to allow for incidental costs such as travel expenses. Cllr K Doherty proposed that the Council do the same; seconded by Cllr Bates. All agreed that the budget for the community consultation is £3,000.
- 8.11 Council considered quotes received for annual maintenance contract; Cllr E Doherty proposed accepting the quote from Glebe Contractors for 2019, seconded by Cllr Bates and agreed by all. Cllr L Gough queried who carries out the grass cutting both sides of Tewkesbury Road as this has not been included in the maintenance contract. **Action: Clerk** to make enquiries.
- 8.12 Council approved annual play equipment inspection with Wicksteed at a cost of £45+VAT and risk assessment for £15+VAT. **Action: Clerk.**
- 8.13 To ratify payments made between meetings:

Date	Payee	Net	VAT	Gross	Budget	Power
04/01/19	December 2018 Pay and expenses	£824.57	£0	£824.57	Admin	LGA 1972 s112
04/01/19	HMRC (PAYE/NI Oct-Dec 2018)	£410.20	£0	£410.20	Admin	LGA 1972 s111

- 8.14 To approve the accounts for payment:

Date	Payee	Net	VAT	Gross	Budget	Power
04/02/19	January 2019 Pay and expenses	£549.79	£15.32	£565.11	Admin	LGA 1972 s112
04/12/18	Mrs K Doherty (reimbursement of expenses)	£12.10	£0	£12.10	Admin	LGA 1972 s15(5)
13/12/18	PATA (UK) for Payroll services	£8.25	£0	£8.25	Admin	LGA 1972 s112
17/12/18	Clerks & Councils Direct	£75.00	£0	£75.00	Admin	LGA 1972 S111
	Total	£645.14	£15.32	£660.46		

Cllr A Williams declined his reimbursement of expenses £60, preferring that the Council use the money for other matters.

9. Council received a list of the previous month's correspondence for information.

Business for next agenda:

- CPR / defib training to be considered.
- Lighting for the defib cabinets.
- Emptying of dog waste bins.
- Painting of the youth pod.

Council noted that the next meeting is 5th March 2019 at 7.30pm.

Meeting closed at 9.15pm.

Signed

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Date