

Longdon Parish Council

Minutes of Meeting of Longdon Parish Council held 7.00pm on Tuesday 9th January 2018 at WI Hall, Longdon.

Present: **Parish Councillors:** G Duckett (Chair), Cllrs. H Meere, J Watkins, C Webb, H Hulme, E Stevens, B Butler, P. Couchman, A. Fullwood, SCC Cllr M Tittley.
Clerk: Mrs C. Heelis (Locum Clerk).
Public Attendees: None
Apologies: A Cliffe, K. Taylor and LDC Councillor I Pritchard.

Min No.	Item	Action
504 504.1	Apologies & Acceptance of Absence Apologies were received and accepted from Cllrs A. Cliffe and K. Taylor.	
505 505.1	Declarations of Interest None	
506 506.1	Chairman to close meeting for public session No one in attendance	
507 507.1	Minutes of Monthly Full Council Meeting held 28th November 2017. The minutes were read and approved. Proposed: Cllr J. Watkins Seconded: Cllr H. Meere It was resolved to approve and accept the minutes of 28th November 2017.	
508 508.1	Matters Arising All matters had been dealt with or were on the agenda except for: 424.1 – Cllr Meere indicated that discussions were ongoing with the solicitor regarding the land purchase at Gentleshaw. 446.5 – future mowing contracts needed to be discussed at H and OS next meeting along with responsibility of SCC/LDC in mowing the highway verges. 470.1 –Cllr Stevens and Meere had not been to the bank to authorise their signatures. 496.2 – Mr S. Whitmore had cut the hedges and was commended on a job well done.	Cllr Meere H and OS Committee Cllrs to do Clerk to write a letter of thanks to Mr Whitmore
509 509.1	Planning Applications No notifications of submitted planning applications had been received.	
510 510.1	Outside Body Representatives Feedback There were no reports to receive.	
511 511.1	Communications by the Parish Council Vacancy for Clerk – Mrs Heelis had agreed to act as Locum Clerk for a short period. The position had been re-advertised in the SPCA circulars and on the Parish noticeboards. Mrs Heelis reported that two expressions of interest had been received to date. If appropriate interviews would be arranged after the closing date for application of February 9 th , 2018.	
511.2	Distribution of Longdon Life - The delivery of future editions of Longdon Life was again discussed. Cllr. Duckett had explored the possibility of delivery by Royal Mail and other local delivery people. Initially delivery in Longdon itself was required as other areas were covered by members. It was agreed to continue to seek assistance locally with an offer of	All Councillors to spread the word

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	remuneration. Cllr. Webb proposed that a map of the parish was provided for the next meeting with a draft allocation of areas to members able and willing to deliver a small number of copies.	Map and draft allocation for next meeting
511.3	Parish Newsletter – It was agreed that items of interest would be considered at the end of meetings to enable a newsletter to be compiled for display on the noticeboards.	Input required from all members
511.4	Annual Assembly – It was agreed that the Annual Assembly would be held on April 25 th , 2018. All organisations would be invited and the WI were to be asked to provide refreshments. Cllr. Webb referred to a good presentation he had attended recently and suggested that a representative of Citizens Advice Bureau was invited as speaker. All were in favour of this suggestion.	Cllr Webb to supply contact details for CAB. Clerk to book Village Hall and advertise
511.5	World War 1 Commemorations – Cllr Duckett proposed a community event be held to commemorate the end of the First World War. From the ensuing discussions members preferred a memorial to ‘all those fallen in conflict’ as opposed to a memorial inscribed with names, or solely for the fallen from World War 1. It was resolved to include an item on the agenda for the next meeting in order to establish a working group to consider costs, fundraising and an appropriate memorial.	Item agenda for next meeting to establish a working group
512	Highways and Open Spaces	
512.1	Tree works recommended by G.C. McCulloch – Following a recommendation from the contractor regarding various tree works, Cllr. Duckett and Mr. Rose had inspected the trees indicated. It was resolved to advise the County Council as landowners, that a dead tree and a dangerous leaning tree on the verge in Upper Longdon, required removal. Mr McCulloch also suggested that the lower branches of an oak tree on Longdon Green were removed, however, it was agreed that the branches did not obstruct visibility and could remain. Other works at Berkeley Green had already been attended to.	Email SCC to advise Thank Mr McCulloch and advise of action taken
512.2	Interpretation Boards:- In the absence of Cllr. Cliffe it was agreed to place this item on the agenda for the next Highways and Open Spaces Committee meeting for further consideration.	For H&OS agenda
512.3	Advising Parishioners of responsibilities regarding hedgecutting – It was agreed to send out letters to householders responsible for the cutting of hedges to remind them of their duty in March.	Letters to be sent in March
512.4	Gateway Features - Further research was required into costings, locations and design. Mr Mellor had now taken over the responsibility for this area from Mary Lee. Inconsiderate and dangerous parking – The Chairman raised the issue of vehicles parked on pavements, which was especially dangerous during the recent icy weather and resulted in pedestrians having to walk in the road. There followed a general discussion about the matter and it was noted that it was a problem especially on Church Hill, Longdon Green. This road was narrow with a 60mph speed limit. It was resolved that letters be sent to the residents advising them that the practice was dangerous and illegal and requesting them to park on their drives or in the road. It was further agreed to email the Inspector of Police Joanne Rea and request that the situation be monitored by the PCSO's.	On agenda for H&OS Clerk to write to residents and email Inspector Rea
513	Finance and General Purposes Committee	

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513.1	No Meeting had been held since October 9 th , 2017																										
514 514.1	Internal Audit Although Alan Toplis had conducted the interim Audit in October, no report had been received. Alan had indicated that the Internal Audit Fee for 2017/18 would be £119 plus VAT and out of pocket expenses and would be billed after the year end. Mrs Heelis would speak to Alan about a report and in-house training sessions.	Agenda for next meeting																									
515 515.1	Correspondence Letter received from resident of Upper Way regarding inappropriate parking of vehicles – A letter had been received from Angela Rogers, resident of Upper Way, expressing concern about parking by Sunny Corner. Mrs Rogers had enquired whether rockery stones could be placed on the grass to prevent parking. Members considered that flower pots may be preferable and it was resolved to contact the County Council, including photographs of the area, to enquire if this would be acceptable.	Clerk to contact County Council and respond to Mrs Rogers, advising of action taken																									
515.2	1998 Definitive Map Modification Reference Number LH630G – An email had been received from Mr A. Rowe concerning this application which was purportedly due to be considered by the County Councils Countryside and Rights of Way Panel shortly. The Council resolved to support the application and submit a positive response upon receipt of the report and consultation. Letter from Mr Hammersley regarding Dark Lane, Longdon – Mr Hammersley referred to the state of the lane, which he stated it was suffering from neglect. Cllr. Titley recalled that the lane had been closed some years ago although members were not aware of any formal closure. Cllr Titley agreed to investigate and advise the Clerk of the current situation to enable a response to be sent to the complainant.	Cllr Titley to investigate and report to Clerk. Response to be sent to Mr Hammersley																									
516 516.1	Budget Precept for 2018/19 – Spreadsheets (copy attached) had been circulated showing a draft budget for to coming year. It was resolved to levy a Precept of £25280 from the District Council. This was an unchanged amount from 2017/18 but owing to the withdrawal of the Council Tax Support Grant would entail a 7.42% increase and an increase to a Band D Council Tax to £33.82. It was noted that a further £8000 would be allocated from the reserves to implement various projects. It was further resolved that any surplus precept at the end of March would be transferred to reserves and earmarked for work on the Neighbourhood Plan, Information Boards and Gateway Features. Proposed by Cllr. Butler, Seconded by Cllr. Meere, with all in agreement.	Clerk to forward details of precept to LDC																									
517 517.1	Accounts for Payment The following payments were agreed and approved: <table border="1"> <thead> <tr> <th>Payee</th> <th>Cheque</th> <th>Net</th> <th>Vat</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Woodman Tree Services</td> <td>2185</td> <td>1370.00</td> <td>-</td> <td>1370.00</td> </tr> <tr> <td>C. Heelis – remuneration & expenses December 2017</td> <td>2186</td> <td>600.00</td> <td>-</td> <td>600.00</td> </tr> <tr> <td>Longdon Womens Institute – Meetings November</td> <td>2187</td> <td>36.00</td> <td>-</td> <td>36.00</td> </tr> <tr> <td>Kenneth Dovey – work on Neighbourhood Plan</td> <td>2188</td> <td>180.00</td> <td>-</td> <td>180.00</td> </tr> </tbody> </table> Proposed; Cllr. Webb Seconded; Cllr. Meere It was agreed to approve the payments.	Payee	Cheque	Net	Vat	Total	Woodman Tree Services	2185	1370.00	-	1370.00	C. Heelis – remuneration & expenses December 2017	2186	600.00	-	600.00	Longdon Womens Institute – Meetings November	2187	36.00	-	36.00	Kenneth Dovey – work on Neighbourhood Plan	2188	180.00	-	180.00	
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<p>518 518.1</p>	<p>Councillors Reports Damaged road name sign - Cllr. A. Fullwood reported a damaged sign for Bardy Lane lodged in the hedge.</p>	<p>Report to SCC</p>
<p>518.2</p>	<p>Junction Breretonhill and A51 - Cllr. Titley referred to the junction of Breretonhill Lane with the A51 and the dangers resulting from poor visibility on the bend and speed of approaching traffic. It was resolved to raise this issue with the County Council.</p>	<p>Report to SCC</p>
<p>518.3</p>	<p>Grant Application – Cllr Duckett report receipt of a grant application from the Pre-School towards the replacement of vandalised equipment. All the necessary details had been provided and it was resolved to discuss the application at the next meeting.</p>	<p>On agenda for February 13th.</p>
<p>519 519.1</p>	<p>Date of Upcoming Meetings Longdon Parish Council meeting – Tuesday 13th, February 2018 – 7pm – Longdon WI Hall.</p>	
<p>519.2</p>	<p>Highways and Open Spaces Committee – Monday February 5th, 2018 - 7pm – Longdon WI Hall – Please note - WI Hall unavailable on this date – new date to be notified</p>	

The meeting ended at 8.45pm

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