



## Minutes of the Ordinary Meeting of the Parish Council held on 10 June 2021 at 7.30pm at Longdon Village Hall

### Present:

Bill Austin (chair)  
Neil Gray  
Trish Mullins (part)  
Kathryn Cook  
Jim Unwin

### In attendance:

Cllr Bronwyn Behan (MHDC)  
Philip Striplin (clerk)

1) **Apologies:** *To receive apologies and to approve reasons for absence.*  
Apologies were received from Cllrs Griffiths and Young.

2) **Declarations of Interest**

No declarations of interest were made

3) **Public session:** *this section of the meeting will be open for questions and contributions from parishioners, first on planning matters and then on other topics.*

No representations were made.

4) **Minutes:** *To consider for adoption the minutes of the last meeting of the council (previously circulated).*

It was proposed by Cllr Gray, seconded by Cllr Austin and RESOLVED to accept the draft minutes of the extraordinary meeting held on 4 May as a true record of the meeting.

It was proposed by Cllr Austin, seconded by Cllr Cook and RESOLVED to accept the draft minutes of the annual meeting held on 21 May as a true record of the meeting. It was noted that the minutes should show the date of the meeting.

Both sets of minutes were signed by the Chair.

5) **Progress Reports and Matters Arising:** *for information*

The report was considered. It was agreed that, should no replacement clerk be appointed before 30 June, Cllr Austin should be given temporary powers to create payments on the council's internet banking service. The clerk confirmed that anyone, including a councillor, could take minutes for a meeting.

6) **District/County Councillor Reports:** *for information*

Cllr Behan reported as follows:

- a. A property marking service using smartwater is available and would be able to make a visit to the parish if requested.
- b. She reminded council that MHDC operate a pre-application advice service for prospective planning applicants to help identify areas that need attention and increase the chances of a successful application. Although this service normally incurs a fee, applications from registered disabled people for changes to improve access to property can use this service without charge.
- c. MHDC have a team who carry out annual housing needs surveys on a selection of parishes to help identify the quantity and type of housing needs. Although the parishes for 2021/22 have already been selected, parishes who wish to be considered for the survey in 2022/23 can put themselves forward now.
- d. MHDC is helping promote a "back to the High Street" initiative amongst independent shops in the district.

7) **Finance:**

i) *To receive and approve a report on the financial position of the council for the month ended 31 May 2021*

The report was considered and APPROVED by council.

ii) *To consider payment of fees and invoices presented.*

It was AGREED to approve payment of the outstanding liabilities for CALC membership and the Clerk's pay as they become due. In addition, it was AGREED to pay the two Lengthsman's invoices circulated at the meeting for a total of £962.

(Cllr Mullins joined the meeting)

**8) Planning:**

i) *To note the following responses made to planning application*

<a href="#">21/00884/FUL</a>	Three Limes, Roberts End Lane, Forthampton, Gloucester, GL19 4QH	New Agricultural Shed	The proposal is for an "agricultural" building. The Parish Council is not aware of any agricultural activity currently on this site. The proposal is for quite a large building and will be close to a road. Although the proposal states that the new building would not be close to trees, this is not clear from the site. MHDC should assure itself that there is an agricultural purpose for the building, that there is no impact on nearby roads and that the trees in proximity to the planned site are sufficiently protected.
<a href="#">21/00804/FUL</a>	Hill House, From Green Street To M5 Overbridge, Bushley, GL20 6A	Siting of a safari tent sited on raised platform / decking for use as shoot room (retrospective)	The planning application relates to the siting of a "safari tent sited on a raised platform". As this is retrospective, it is clear that the structure is a more permanent building than might be suggested by the term "tent" and is similar to a portacabin, albeit with guy ropes attached. It is considered that this development is out of character with the surroundings, particularly as it is raised and thus clearly visible. If the proposal is agreed, the Parish Council recommend that it should not have agreement as a permanent feature and its siting should be limited (for example, to 12 months) in order for a more suitable structure and site to be agreed.
<a href="#">21/00823/HP</a>	Orchard Farm House, Longdon Hill End, Upton Upon Severn, Worcester, WR8 0RN	Proposed extensions to garaging	No objection and no substantive comments

9) **Village Hall:** *to discuss next steps and set a date for the next meeting of the council in its capacity as Sole Trustee.*

Council reviewed the history of the creation of the sole trusteeship. Council recognised that for the village hall to continue successfully the continued involvement of the former trustees in some capacity was very desirable. It was proposed by Cllr Gray, seconded by Cllr Mullins and RESOLVED unanimously to form a sub-committee of the council to sit as sole trustee of the Village Hall charity. This committee to include all members of the parish council, and to invite the participation of the former trustees of the charity. A meeting of the Sole Trustee to be organised as soon as practical.

It was noted that membership of the committee could be changed at some future time if experience showed a change was necessary.

Cllr Austin noted that there was a training course being offered by CALC on charity and trust matters and suggested it would be useful for one or more councillors to attend. Clerk to follow up with possible attendees and book.

He also noted that a training course on community involvement was available. Cllr Gray agreed to attend. Clerk to follow up and make the booking.

10) **Proposed community event on 18 July:** *To note plans to hold an event on the recreation field on this date and authorise the Lengthsman to cut the grass on the field before then.*

The plans were noted and it was AGREED to instruct the Lengthsman to cut the grass shortly before the 18<sup>th</sup> July.

11) **Speeding:** *update on actions agreed at the meeting on 4 May.*

The Clerk presented the formal quotation from ElanCity and noted changes from the proposal discussed at earlier meetings. Approval to proceed with the purchase had already been given, so no further vote was taken.

- 12) **Neighbourhood Watch:** *to discuss Parish Council support of a neighbourhood watch scheme in the parish*  
Cllr Cook suggested that the council could investigate whether there was a demand for a neighbourhood watch scheme to be set up in the parish. It was agreed to seek feedback through the village Facebook group, and to request the local police community team to attend a future council meeting to discuss this and other issues including the speeding monitoring project.
- 13) **Future meeting schedule:** *Confirm the date of the next meeting provisionally scheduled for 5 July.*  
Given the ongoing uncertainty over COVID restrictions, Council agreed to ask for a provisional booking for 5 July, but to be prepared to move the July meeting to Thursday 8 July in the event that the 72 hour period between bookings is still in force at that time and a Monday booking would cause problems with this policy.

The meeting closed at 9.31pm.

Signed:

Date:

DRAFT