

**Minutes of the Meeting of
LONGHOPE PARISH COUNCIL
held on Monday 20th May 2019**

PRESENT: Cllrs. M Phelps (retiring Chair), L Isko, S Collins, A Toomey, T Walmsley and R Noblett

IN ATTENDANCE: Mr A Maliphant (Clerk), District Cllrs. B Robinson and B Jones, and two local residents

1. Election of the Chair and Vice Chair for 2019/20

Mike Phelps was elected unopposed as chairman of the council for 2019/20, and Lenette Isko was elected unopposed as vice chairman of the council for 2019/20.

2. There were no apologies for absence

3. TW declared an interest in planning applications made by a neighbour.

4. Membership

There had been no proposals yet for the current parish council vacancies, and it was agreed to place a notice on the parish notice board inviting interested parties to contact MP.

ACTION: AM

5. Public Forum

The Recreation Ground warden thanked volunteers led by LI and RN for improvement work on the guttering at the Pavilion

6. Planning

The circulated planning report was received with thanks. After discussion, it was felt that there were no objections to planning applications P0744/19/TCA or P0745/19/TPO.

7. Annual Meeting agenda items from standing orders:

- i. MP delivered his acceptance of office form as Parish Chairman
- ii. The minutes of the meeting on April 15th were agreed as a true record and signed accordingly
- iii. The delegation arrangements to committees, sub-committees, employees and other local authorities were confirmed as current, principally the long-standing arrangements around the Recreation Ground and Latchen Room
- iv. There was a long discussion about the current terms of reference for the Recreation Ground Management Committee, with suggestions including increasing the number of local resident places from two to five, and the possibility of a Pavilion Improvements Sub-Committee. The clerk described the implications of the current committee also being a registered charity, and it was agreed he would have a meeting with the committee secretary and bring back a proposal to the June parish council meeting **ACTION: AM**
- v. LI and RN were nominated as members of the Recreation Ground Management Committee, and RN as member of the Latchen Room Management Committee. SC and AT were nominated members of the new Staffing Committee, with one seat vacant, and MP, LI and TW were nominated members of the Community Land Trust steering group

- vi. The circulated terms of reference were agreed for a new sub-committee to monitor the implementation of the Longhope Neighbourhood Development Plan
- vii. The current standing orders and financial regulations were confirmed, and it was agreed that SC would take over the role of Internal Financial Controller
- viii. The only regular arrangement with other authorities, street cleaning on behalf of the District Council, was noted to continue as before.
- ix. It was agreed that the parish council would no longer attend the chartered parish group meetings or the road safety group meetings, though TW would be happy to receive the road safety minutes
- x. The council accepted with thanks the revised inventory of land and assets previously circulated by the clerk
- xi. The clerk presented the circulated details of current insurance cover, which were approved
- xii. The council's membership of GAPTC and GPFA was confirmed
- xiii. The current complaints procedure was confirmed
- xiv. It was confirmed that in the event of receiving requests under the Freedom of Information and Data Protection Acts, advice would be sought from the District Council monitoring officer. The parish council's own data protection policies were confirmed as current
- xv. The policy of councillors speaking to the media rather than the clerk was confirmed, with individual councillors being careful to speak to the chairman beforehand
- xvi. It was agreed that the full parish council would meet on the third Monday of every month at 7 pm in the Latchen Room during 2019/20, except in August and December.

8. Members' Reports

BR said he was pleased to have been elected to serve on the District Council for Longhope and Huntley, and he remained the County Councillor for the area. There had been a recent debate at full County Council meeting about climate change, with house heating and transport being the two main sources of carbon emission that the County Council could address. Green sources of energy were being investigated, also the potential for electric cars, as the County Council had adopted a policy of 80% reduction in carbon emissions for the whole of Gloucestershire by 2030, and 100% by 2050.

LI suggested that the parish council should check future housing applications for these points, which should also be part of any community land trust house planning.

In terms of council grants, BR noted that the District Council had just launched a £20,000 community grant fund, while at county level there was a broadly-based fund of £30,000, as well as the potential for match funding for any local road improvements. The "lengthsmans" scheme was still in place for minor roadworks, though under a different name, and any suggestions for such works should be sent to BR for forwarding.

AT reported that part of the A40 had collapsed just opposite the entrance to the Hillside Brewery, and the road was proving particularly dangerous for cyclists. BR said he would ask Highways England to address the issue.

BJ introduced himself as the joint district councillor for Longhope and Huntley, and said he looked forward to working with the parish council.

AT reported there had been complaints from May Hill residents about uncontrolled parking around the water tower and nearby houses on May morning, when many visitors go to the top of the hill to see the Morris dancing. It was agreed that signs about parking would be

placed by the water tower in future years, and the word spread more widely for people to park on the common on the other side of May Hill. **ACTION: AM**

SC reported an issue around a resident in the village accused of molesting women, and it was noted that the police should be informed at once of any such behaviour.

LI advised that fundraising had raised the Youth Fund to £7,000, of which £3,300 was earmarked for the new canopy at the Pavilion, that RN was project managing. The next project would be a cantilevered swing – LI had applied to the high Sheriff's fund for £2,000, but if that bid was unsuccessful, she would come to the parish council asking to draw down the £2,000 in the parish youth budget.

LI added that residents had complained about high grass on the verges affecting the safe exit from Velthouse Lane onto the A4136. It was agreed to mow the area under the parish council's call-off contract in the absence of county highways mowing **ACTION: AM**

TW reported that two nights of the pop-up pub in the Pavilion had so far netted £676.48 profit. There was an issue around buying enough stock, and proper drinks measures and trained volunteers were needed, though a number of people were willing to help. In terms of where the money should be banked, LI said she would raise the matter with the newly-formed Friends of the Recreation Ground and report back.

RN reported that the improvements to the vehicle-activated sign (VAS) were all ready to go, and he would be working on it with SC after the meeting.

9. Committee Reports

(a) Latchen Room Management Committee

RN advised there was nothing to report at present.

(b) Recreation Ground Management Committee

The clerk reported that the necessary third quotes for improvement works on the pavilion had not yet arrived. It was agreed to chase quotes in advance of the June meeting before making final decisions, but meanwhile the clerk would progress improvements to the Pavilion railings as a health and safety issue. **ACTION: AM**

10. Clerk's Report & Correspondence

The clerk advised that the Aster Group would be bringing some proposals to the next meeting of the community land trust steering group on June 5th.

The clerk summarised the recommendations of the January report from the Committee on Standards in Public Life, and the circulated draft changes to the code of conduct were agreed in line with the clerk's correspondence with the District Monitoring Officer.

The clerk explained the principles behind the "general power of competence" created under the Localism Act 2011, allowing local authorities to do anything that an individual may do rather than relying (as at present) on more specific powers under different Acts of Parliament. Following the results of the recent parish council elections, the parish council duly resolved it was eligible to exercise this power, as two-thirds of the members had been elected rather than co-opted, and the clerk held a suitable qualification in the Certificate in Local Council Administration (CiLCA).

There were a number of items of correspondence including:

- A survey by Homes England of forthcoming demand for community housing funds, which the clerk would respond to on behalf of the CLT Steering Group
- The annual safety report on the play area, the recommendations of which RN would include in a new maintenance record for the recreation ground
- A survey by West Dean Parish Council of local VAS experiences, which RN would complete

11. Finance

The payment of the following invoices, approved by the chairman and clerk in line with decisions at the April meeting, was confirmed:

PBSL Group td	369.56	Pavilion guttering
Omega (Roofing) Plastics Ltd	4,053.99	Pavilion canopy

The following new invoices were approved for payment:

Flying Colours Ross Ltd	79.00	Leafletter printing
Merlin Waste	90.00	Dog waste collection
Glebe Contractors	118.69	Grass cutting
Andrew Maliphant	540.53	Salary - April
Andrew Maliphant	49.32	Expenses – April

It was agreed AT would replace previous councillor Terry Barnes as a cheque signatory.

ACTION: AM/AT

The financial report for May was received with thanks.

The clerk's proposal to retain the current contractor for the street cleaning work funded by the District Council was agreed, in line with the contract.

ACTION: AM

After discussion, the annual review of the current grass cutting contracts confirmed there were no reasons of dissatisfaction to end the contracts early, as the wording allows.

After discussion, it was agreed that £800 would be made available in advance to the organisers of the annual Rose Barton & Margaret Skelton party.

12. Next Meeting - Monday 17th June at 7 pm, when agenda items would include the Annual Return for 2019.

Signed:.....Chairman. Date:.....