

LONGHOPE PARISH COUNCIL

Minutes of the meeting held on Monday 7th November 2022 at 7.00pm at The Latchen Rooms,
Longhope

Present:

Parish Councillors: Gary Nicholas (Chair), Richard Gough, Geoff Bick, Dean White and Jackie Barker

Also present: April Seabrook (Clerk)
County Councillor Philip Robinson
6 members of the public

1. To note apologies for absence

Cllrs Vicky Brobyn and Dave East, and District Councillors Brian Robinson and Brian Jones, who sent no apologies

2. Members of the public issues (15 minutes Standing Orders suspended)

Resident a stated that the Friends of Longhope Church will be holding an event for the Kings Coronation and will liaise with the Parish Council.

A resident from May Hill stated that the May Hill Society had been offered a Traffic Regulation Order to reduce the traffic speed in the village to 30mph, by the County Council Highways Department. They can get match funding to assist with the costs for this, however they still need to raise £7,500 and will be asking the Parish Council for a donation towards this, which will be discussed at the Council Meeting in December.

He also mentioned the sofa which has been dumped on the top of May Hill, and the Chairman informed him that it would be removed in the next few days.

A representative from the Flood Action Group informed Council that there would be a meeting in early December for riparian owners.

A resident stated that there was a loose kerb stone on the corner of the Latchen and was informed that this would be reported to the County Council Highways Department.

3. County & District Councillor Reports

County Councillor Philip Robinson informed Council that due to a shortage of drivers Stagecoach were reducing some of their rural services and the Forest of Dean was going to be particularly affected with the loss of six bus routes. The County Council were in the process of trying to get new operators to take over these routes.

4. Declarations of Interests

None

5. Requests for Dispensations

None

6. Minutes of the meeting of Longhope Parish Council held on 3rd October 2022

It was resolved to accept the minutes of the meeting which was held on 3rd October 2022 as an accurate record of the meeting, and was signed by the Chairman.

7. Planning matters

a) P1249/22/OUT – Yew Tree Inn, Monmouth Road, Longhope – Outline application for the erection of a dwelling and associated garage and works (all matters reserved). Objections, as this would be back filling, which goes against Longhope's NDP policies, the raised elevation would potentially mean it would overlook neighbouring properties and it would also mean a loss of car parking facilities for the public house.

b) P1318/22/FUL – The Farmers Boy, Ross Road, Longhope – Installation of two rapid electric vehicle charging stations. Three existing parking spaces will become EV charging bays, along with associated equipment. No objections

c) P1377/22/FUL – Bali Hai, The Slad, Little London, Longhope – Erection of a single storey rear extension. No objections

8. Grants Policy

Council agreed to adopt the new Grants Policy. **Action: Clerk**

9. Donation Request from the Flood Action Group

Council agreed to allow the Flood Action Group use the Pavilion for their smaller meetings for free and to give them a grant of £20 to help cover the costs of hiring the Latchen Rooms for their large meetings. **Action: Clerk**

10. Quote for Tree Work at Brookend

Council ratified their agreement of the quote for £5,552.00, part of which was to carry out the tree work at Brookend.

11. Anti-Harassment & Bully Policy

Council agreed to adopt the Anti-Harassment & Bullying Policy. **Action: Clerk**

12. Financial Regulations

Council agreed to adopt the updated Financial Regulations. **Action: Clerk**

13. Organising CRY (Cardiac Risk in the Young) Screening Event

Council agreed to defer this matter pending further investigation regarding how many villagers would make use of this screening event.

14. King's Coronation Event

Council agreed that they would hold a Children's Party on the Saturday afternoon, 6th May, and an evening event at the Pavilion. Cllrs Nicholas, Gough, White, Barker and Bick offered to join be part of the working group to organise this event.

Action: Cllrs Nicholas, Barker, Gough, White and Bick

15. Planting Areas of Wildflowers Around the Village

Cllr Nicholas pointed out that the planting areas for the wildflowers that had been suggested by the resident would need to be discussed by the Recreation Committee as they were on the recreation ground. Other areas were discussed, however they belonged to the County Council and therefore the Parish Council had no jurisdiction over them.

16. The Headwall in the Brook at Brookend

Cllr Nicholas informed Council that the headwall on the side of the brook at Brookend belonged to the Parish Council and that he was in the process of getting a quote for the remedial works that were required on it. **Action: Cllr Nicholas**

17. Budget for 2023/24

Council agreed the budget for 2023/24. Please Appendix A. **Action: Clerk**

18. Precept for 2023/24

Council agreed to set the Precept at £27,720, which is an increase of 10%. **Action: Clerk**

19. New Premises Licence for Hollybush Farm, Ross Road, Longhope

Council had no objections to the application for a New Premises Licence for Hollybush Farm, Ross Road, Longhope. **Action: Clerk**

20. Risk Management Schedule

Council agreed to adopt the Risk Management Schedule. **Action: Clerk**

21. Update Regarding New Play Park Equipment

Cllr Nicholas informed Council that the loan monies had now been received from the Public Loans Board and that although the cost of the play equipment had increased in price by £2,200 he had found ways to save money by, with the assistance of local residents, getting rid of any waste materials himself and the Council will supply the installers with a storage container. **Action: Cllr Nicholas**

22. Quote for New Bus Stop on the Ross Road

Cllr Nicholas informed Council that he had received a quote of £4,270 for a new block build bus stop on the Ross Road. As the road is closed at the moment this item will be deferred for further discussion until the December meeting. **Action: Clerk**

23. Councillor Reports

Cllr Bick informed Council that he had received a complaint from a resident about an overhanging tree along the A4136, which had caused an accident and resulted in a car driving into her fence. Cllr Bick has reported the tree to the County Council Highways Department.

Cllr Bick also stated that the noticeboard at Little London wasn't being kept updated and Cllr Nicholas said that he would try and find the key so that it could be kept updated in future.

Cllr Gough informed Council that he had numbered tagged and made a GPS map of 100 trees on the summit of May Hill and that there were 321 trees situated there and would therefore need more tags to complete the task. Cllr Nicholas is going to order more tags for this. Council thanked Craig Buffrey who assisted Cllr Gough tagged the trees.

Cllr Nicholas stated that he was chasing the County Council Highways Department about the Community Speedwatch Fund as he had applied for another speed camera and was yet to hear if he had been successful in his bid.

He also stated that an initial meeting had taken place to discuss updating the NDP and had met with Councillors from Huntley regarding their recent Neighbourhood Development Plan. Cllr Nicholas informed Council that it was important to put together a plan of acceptable future development in the village as District would be looking for land that could be used for building new homes.

Cllr Nicholas informed Council that several residents had now volunteered to help with the Fete and the Fete Working Group were now contacting local groups to see if they would like to get involved.

24. Clerk's Report

The Clerk reported the following:

The Forest of Dean planning portal has now been updated so that I am now a consultee and can add Council's planning comments straight on to the portal. For information, if Council are sending their comments after the initial end date for comments to be received, they will still have to be sent by email.

Contacted National Highways regarding reducing the speed limit on the A40 near the Farmers Boy. National Highways responded and informed me that this is something that is being considered.

Organised a tree survey for the trees on the summit of May Hill.

25. Members of the public issues (15 minutes Standing Orders suspended)

None

26. Accounts/Finance

a) Council agreed the following payments and receipts:

Payments made since last meeting

Payee	Details	Method	Amount	Power	Budget
Cash	Petty Cash	CHQ (13/10/22)	£20.00	LGA 1972 s111	General Admin
EE	Mobile Phone	DD (15/10/22)	£27.28	LG(FP)A 1963 s5	General Admin
April Seabrook	October Salary	BACS (27/10/22)	£406.96	LGA 1972 s112(2)	Staff Costs
Gary Nicholas	Reimbursement for tree tags	BACS (05/11/22)	£29.22	LGA 1972 s111	Estate Management
		TOTAL	£483.46		

Payments to be agreed at meeting

Payee	Details	Method	Amount	Power	Budget
AM Groundcare	Grass cutting & bins	BACS (08/11/22)	£220.00	HA 1980 s96	Estate Management
99 Web	Monthly website maintenance	BACS (08/11/22)	£30.00	LGA 1972 s142	Communications
Waterplus	Water @ allotments	BACS (08/11/22)	£176.86	LGA 1972 s111	Estate Management
		TOTAL	£426.86		

Receipts

10/10/22 Deposit	£0.08
10/10/22 Interest	£0.92
24/10/22 Monies from Car Boot Sale	£41.50
25/10/22 Loan monies received	£24,975.00
31/10/22 Interest	£1.78

- b) Council approved the petty cash figures for October 2022.
- c) Council received the bank reconciliation for October 2022
- d) Council received the budget versus spend report up to 4th November 2022
- e) Cllr Barker carried out the monthly financial checks of the Council's accounts on 7th November 2022

There being no further business, the meeting closed at 9.35pm

SIGNED:

DATE:

APPENDIX A

BUDGET FOR 2023/2024

Budget Titles	Budget 2022/23	Expenditure	Forecast Expenditure	Budget 2023/24
Grit Bins	150			
Trees	5,500		5,552.00	5,500
Landscaping	850	700.00	840.00	935
Green Bin Licence				50
Bins	1100	320.00	720.00	1,144
Allotments	300			165
Sundries	1,300	1,307.90	1,700.00	1,500
Estate Management	9,200	2,327.90	8,812.00	9,294
Mobile Phone		22.73	136.38	300
Training	500			500
Petty Cash	100	20.00	50.00	100
Subscriptions	500	483.21	483.21	600
Audit	500	195.00	500.00	500
Insurance	1,500	1,284.92	1,284.92	1,650
Sundries	200	52.69	200.00	200
General Admin	3,300	2,058.55	2,654.51	3,850
Annual Inspection	250			250
Repairs	250			
Repayment of Loan	2,500			1,750
Play Area	3,000			2,000
Payroll admin	90	46.80	94.50	100
HMRC	90	115.40	785.96	1,320
Salaries	6,300	3,169.77	5,448.13	5,400
Staff Costs	6,480	3,331.97	6,328.59	6,820
Grants	2,000	874.00	1,500.00	1,500
Chairman's Grant Fund	250	250.00	250.00	250
Grants	2,250	1,124.00	1,750.00	1,750
Village Fete	2,000		500.00	500
Jubilee Events	1,500			
King's Coronation Event				500

Village Events	3,500		500.00	1,000
Budget Titles	Budget 2022/23	Expenditure	Forecast Expenditure	Budget 2023/24
Website	400	225.00	375.00	330
Communications	400	225.00	375.00	330
Play Park	25,000		25,000.00	
Play Park	25,000		25,000.00	
Fencing				13,546
New Bus Shelter	3,780		3,780.00	
Projects	3,780		3,780.00	13,546
Totals	56,910	9,067.42	49,200.10	38590

INCOME			2022/23	2023/24
Precept			25,200	27,720
SLA			1,200	1,200
Allotments			500	350
Wayleave			110	110
VAT refund			4,900	1,500
Loan			25,000	
Unspent				7,710
Total			56,910	38,590

Reserves:

Reserves Account £18,332

Fencing £13,546

(Replacement fencing at rear of Latchen Rooms & Play Park boundary)

This shows a 10% increase in our Precept.

2023/24

£ 27,720 divided by tax base (awaiting figure from Forest of Dean District Council)