

**Draft Minutes for the Extraordinary Meeting of
LONGHOPE PARISH COUNCIL
To be held on Monday 7th August 2023 at 7pm
At The Latchen Room, Longhope**

Present: Parish Councillors – Cllr Jackie Barker (Acting Chair) Cllr Gary Nicholas, Cllr Lee Haines, Cllr Dave East, Cllr Vicky Brobyn and Cllr Ant Moverley
24 members of the public in attendance.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, and any disability) crime and disorder, Health and Safety and Human Rights.

1. Welcome from Chair of Meeting (including Safety Evacuation Notice)

In the absence of a Chairman, or Vice Chair, Cllr Barker commenced the meeting. Council agreed that Cllr Barker should act as Chair for the duration of this meeting.

2. Apologies for absence

Apologies Received from GCC Member Cllr Robinson & FOD DC Members Cllr John Francis and Cllr Dave Tradgett.

3. Public Forum

- A resident attended to make representation in relation to planning application P0913/23/FUL. As the owner of the property in question he wished to offer some background information to the application. The resident explained that they had been in the village for 40+ years, previously served on the Council, and were keen to remain in the village. As such they wished to make the property more practical for modern living. This involves the removal of a conservatory which is 30+ years old and making the property generally more accessible. They were aware of an objection from a neighbour. However, they felt that the adjoining property would not be overlooked. They also explained that a nearby drain had been replaced some time ago and there had been no record of issues with the drainage.
- A resident queried why a new Chair had not been appointed, it was explained that this meeting was an EGM, and had been called at short notice, therefore it was not included on the agenda. This would take place at the next ordinary meeting. (Minutes for the 7th August meeting should also be noted – Council deferred appointment of a Vice-Chair).
- A resident queried where the Ordinary Council Vacancy was advertised. It was explained that it was posted on Parish noticeboards, the Parish Council Website and previously posted on the Councils Facebook Page. The resident queried the Councils claim that it was on the Councils Website. The Clerk viewed the website immediately and demonstrated its presence to the acting chair.

4. Verbal report from County Councillor Philip Robinson, if in attendance

Not in attendance, apologies received.

5. Verbal reports from FOD District Councillors John Francis and Dave Tradgett, if in attendance

Not in attendance, apologies received.

6. Declaration of interest in any agenda items

None

7. To consider any requests, for Dispensations, received in advance of meeting.

None Received

8. Review any items, that required action, from the previous meeting, and receive an update on any outstanding items.

No matters requiring attention at this time.

9. To Consider Planning Applications Received:

- P0913/23/FUL | Erection of two storey and single storey extensions. Demolition of existing conservatory and small lean-to. | Chase Cottage Velthouse Lane Longhope Gloucestershire GL17 0AD
Support: *Cllr Barker and Cllr East stated that they had attended the property for a period of time, prior to the meeting. Council considered the plans as submitted, and reviewed an objection submitted by a neighbour of the property. Council, having considered all relevant information, did not feel there were any grounds for objection. Whilst the extension will substantially increase the property size it is not considered to be excessive. Views from the glazed gable end will likely be directed 'down' the garden. This, coupled with the lack of new windows on the rear of the extension, should mean there is no direct intrusion into the privacy of the adjacent property. Only suggestion would be to impose a condition in relation to external lighting, ie. Downlights to minimise light spill etc.*
- P0063/23/DISCON | Discharge of Condition 5 (External Lighting Plan), Condition 6 (Hard & Soft Landscaping Scheme), Condition 7 (Landscape & Ecological Management Plan), Condition 8 (Construction Ecological Management Plan), Condition 9 (Biodiversity Enhancement Plan) and Condition 10 (Drainage Scheme) relating to planning permission P0561/22/FUL. | Land Rear Of The Old Wheelwrights Latchen Longhope Gloucestershire GL17 0QB
Support: *Council satisfied with the various lighting and environmental mitigation measures as proposed, as well as the proposed improvements/enrichment of the surrounding area.*

10. Council to consider the repositioning of an existing ANPR speed Camera, or the purchase of an additional unit, to be placed on the A4136.

*Council considered purchasing an additional camera unit, however a majority were against such a proposal. However, the Council agreed to reposition the existing ANPR Camera unit from the Latchen to the A4136, exact location to be investigated by Cllr Nicholas and Cllr Haines and approval sought from Gloucestershire Constabulary. Council acknowledged and approved the expenditure of £79, to AutoSpeedWatch, for the registration of the camera's new location. **Action:** Cllr Haines & Cllr Nicholas*

11. Council to consider the quote/s received for the replacement of the Council owned bus shelter on the A40.

Following numerous discussions by Council, and agreement that the works were required, two quotes had been received, several other companies had been approached but were unwilling or unable to provide a quote at this time. As such the costings were presented to Council. It was previously considered that a block built, timber clad and tiled roof structure would be most visually appropriate for the location. The best value quote of £4050.00 was presented to Council and given that it met the Councils preferences it was suggested that it was the only viable quote.

However, Cllr East claimed that accepting this quote would be in breach of the Councils Standing Orders as three quotes must be obtained. Despite the Clerk clarifying the rules in relation to competitive tendering and explaining that multiple quotes had been sought to establish best value for public funds, Cllr East was supported by Cllr Brobyn, Cllr Moverley and Cllr Barker and the matter was deferred without an agreed schedule for resolving the matter. LPC Financial Regulations 10.3 & 11.1 and LPC Procurement Policy para.10 should be noted.

12. Council to receive update from Cllr Haines on the progression of fencing works at the rear of the Latchen Rooms (as approved at the June 19th 2023 meeting)

Cllr Haines advised Council that the previously agreed first phase of fencing works was now complete. The L shaped section has been installed with gates. However, the contractor is to return with a digger to level off a section of ground around the gate. Whilst the final invoice for materials is still to be received, the total works should come in within budget.

13. Consider costings for additional fencing at the rear of the Latchen Rooms. Council previously advised of costs at its June 19th 2023 meeting, but approval was deferred.

At the previous meeting, held on the 17th of July 2023, Cllr East queried why only part of the overall fencing required had been approved. Despite this being the prior agreement of the Council, due to overall costs, several councillors had felt that all works should be completed. As such the costings were re-presented to Council. It had previously been made clear that multiple quotes had been sought, however several contractors were unable/unwilling to quote for the works at this time. As such a quote of £1650 was now deemed to be the only viable quote.

Cllr East claimed that accepting this quote would be in breach of the Councils Standing Orders as three quotes must be obtained. Despite the Clerk clarifying the rules in relation to competitive tendering and explaining that multiple quotes had been sought to establish best value for public funds, Cllr East was supported by Cllr Brobyn, Cllr Moverley and Cllr Barker and the matter was deferred without an agreed schedule for resolving the matter. LPC Financial Regulations 10.3 & 11.1 and LPC Procurement Policy para.10 should be noted.

14. Outstanding works at Longhope Play Park

- **Consider quotes received for fencing, or any additional steps necessary to obtain appropriate costings.**

Following discussion at numerous meetings, and previous quotes being discussed and deferred, having received another quote the issue was once again considered. Council was also advised that a separate local contractor had declined to quote. As such the costings were re-presented to Council. It had previously been made clear that multiple quotes had been sought, however several contractors were unable/unwilling to quote for the works at this time. The current quote of £4876.13 includes all fencing and gates, and met the specification required. The Clerk also reminded the Council that a £2000

grant had already been received from the Gloucestershire Playing Fields Association and was earmarked for use against the cost of the fencing. The remaining project balance had also been budgeted for.

Cllr East claimed that accepting this quote would be in breach of the Council's Standing Orders as three quotes must be obtained. Despite the Clerk clarifying the rules in relation to competitive tendering and explaining that multiple quotes had been sought to establish best value for public funds, Cllr East was initially supported by several Councillors. Financial Regulations 10.3 & 11.1 and LPC Procurement Policy para.10 should be noted. Following discussion, and the Council being reminded that the play park fencing had already been outstanding for some time, despite quotes being received, a majority of Council members agreed to proceed with the quote as received, it was noted that all timber should be in a planed finish, to minimise risk of splinters.

Action: Clerk

15. Finance

- **Consider approval of expenses for Cllr Brobyn, in relation to items purchased as prizes for the road safety signage artwork competition.** *Council approved expenses in the amount of £39.48*
- **Consider approval for the purchase of bark chippings to be used at Longhope Allotments.** *Council Approved expenses in the amount of £*
- **Consider approval for the purchase of correx boards to be used with road safety signage.** *Council Approved expenses in the amount of £*
- **Consider approval of expenses for Clerk, in relation to printing expenses (purchase of printer ink).** *Council Approved expenses in the amount of £36.46*

16. Receive Councillors Reports

Cllr East referenced the recent meeting that the Council had attended with Gloucestershire Constabulary and GCC Highways. He reminded the Council that a second meeting had been arranged for the start of September. Cllr Nicholas also explained that Gloucestershire Constabulary, who had called the first meeting, were keen for LPC to manage the meetings going forward as they may be better placed to pursue the matter with the various stakeholders. It is also hoped that a public meeting can be arranged in the near future.

Cllr Brobyn passed on news from the Hobbs Nature Reserve Trust that ownership of the site, known as Hobbs Quarry, had now passed to the Trust, from the Gloucestershire Wildlife Trust.

17. Clerks Report

The Clerk advised Council that an email had been received from representatives of SevenHomes, who intend to seek development of a site off Church Road.

Whilst the Clerk had contacted Sevenhomes in January 2023, following the publication of their press release, and invited the developer to hold a public consultation/engagement event in the Parish, this offer was declined.

However, SevenHomes now appear keen to hold a private meeting with the Council only. Council agreed that such a meeting would not be appropriate, particularly as no planning submission has been received by the Council as a Consultee. The Clerk suggested that he once again offer the developer the opportunity to hold a public meeting instead.

18. Public Forum

No matters raised

19. Next ordinary meeting of the Council scheduled for the 18th September 2023

20. Close of meeting at 20:20

Agreed by Council as being a true and accurate record of the above meeting:

Signed:

Dated: