

LONGHOPE PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD
IN THE LATCHEN ROOMS, LONGHOPE ON 17th MARCH 2025 AT 19:00

[These minutes remain in draft form until approved at a subsequent meeting of the Council]

Abbreviations used

FODDC: Forest of Dean District Council
GAPTC: Gloucestershire Association of Parish & Town Councils
GCC (RoW): Gloucestershire County Council (Rights of Way)
GH: Gloucestershire Highways
ICO: Information Commissioners Office
LAHM: Local Area Highways Manager
NALC: National Association of Local Council Clerks.

PRESENT

Ms K Hearne, Clerk & RFO
Cllr Phelps, Cllr Farman, Cllr Wyman, Cllr Barker and Cllr McCoy
Ten members of the public.

1 APOLOGIES

Cllr Booth
Cllr Dangerfield-Booth – Resigned.
County Cllr Robinson (GCC)
District Cllr Francis (FODDC)
District Cllr Tradgett (FODDC)

2 DECLARATIONS OF INTEREST

None.

3 DISPENSATION REQUESTS

None.

4 MINUTES OF PREVIOUS MEETING – 17 FEBRUARY 2025

It was **resolved** to accept the minutes as a true record of the meeting.

5 COUNCILLOR ROLES & RESPONSIBILITIES

5.1. Councillor Dangerfield-Booth will be taken off following her resignation. Planning will be looked after by Cllrs Barker, Booth and Phelps, but really all the Councillors will be involved as necessary. Cllr Farman suggested writing a framework of what is expected under each role and responsibility. She expressed interest in learning more about Planning and asked for structure from Councillors who have been doing this for longer and have this experience.
5.2 The Neighbourhood Development Plan (NDP) needs updating. An independent person

will need to do this with our input.

5.3 Cllr Wyman suggested a contact list, Clerk advised she has started one and will keep updating it.

6 POLICIES UPDATE

6.1 The Clerk and Cllrs Wyman, Booth and Farman met to discuss this and have shared out the first few policies for updating. They will meet again soon to review the policies started on and share out the next few to work on. Cllr Barker expressed an interest in updating the Councillor Co-Option Policy, however this is not due to be updated until April 2026.

7 GAPTC EGM

7.1 GAPTC are changing their title and becoming a limited company. We will await developments.

8 VE DAY CELEBRATION

8.1 A meeting was held last Wednesday at Longhope church, involving the Recreation Ground Committee and Sub-Committee. There were some good ideas, but no plans were forthcoming. The British Legion are running an event in Blaisdon. There was some talk about VJ day in June.

9 GATE LOCKS FOR MAY HILL

9.1 Cllr Phelps has purchased two combination locks and will inform the Clerk and Councillors of the number. Cllr Wyman has a contact for a Ranger at the National Trust – we need to notify them about the change of locks too, as well as the emergency services. The Clerk's mobile phone number will be added on there too in case access is needed.

9.2 The salt bin on May Hill has been vandalised. Cllr Barker will talk to Highways about it.

10 NAMING CLT HOUSING DEVELOPMENT

10.1 A member of the public advised a name is needed for the new development. The land it is being built on is called Keens Hill, so Keens Hill Close was suggested. There was general support for this suggestion. The member of public advised he has already put this suggestion forward and would keep us updated on progress.

11 PUBLIC ISSUES

11.1 A member of the public raised his concerns again about the dangerous road by Old Hill and asked for an update on his request for a red friction surface here. Cllr Farman advised she has emailed Highways but is still waiting to hear back. The Clerk has also done the same of Cllr Robinson but has not yet heard back, as has another member of the public.

11.2 Another member of the public has been in touch with Cllr Robinson regarding the speed limit by the business park. They believe it should be 40mph, but they were advised it costs money to do this. Cllr Barker suggested getting Highways to come to one of our meetings and also advised Cllr Robinson is on long-term leave at the moment. She suggested going directly to the Director of Transport and Highways Jason Humm.

11.3 A member of the public advised that Severn Trent parked badly when doing work at the end of Church Road, and buses couldn't get past at school pick up time. It was acknowledged this was emergency unplanned works and this has now been completed. It was also suggested there should be better parking there generally.

12 TO RECEIVE THE CLERK'S REPORT

12.1 The bank reconciliation report was included in the meeting pack.

12.2 The Clerk is due to attend CiLCA session three of four the day after the meeting.

12.3 The Clerk is in the process of opening two new accounts for The May Hill Trust and The Rose Barton and Margaret Skelton charities. She has also submitted two outstanding Annual Returns for both charities.

12.4 The Clerk met with Not Just a Mower Man at the Playpark to go through what was needed here with the fencing. The work is due to commence on Thursday 20th March and complete by Friday 21st March.

12.5 All other actions taken by the Clerk have been covered under the relevant agenda points.

13 TO RECEIVE A REPORT FROM COUNTY COUNCILLOR

None – Apologies given.

14 TO RECEIVE REPORTS FROM DISTRICT COUNCILLORS

None – Apologies given.

15 TO RECEIVE REPORTS FROM PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

15.1 Cllr Farman advised on progress with the bus shelter. She phoned Axxcel about working in partnership with them, they will come back to her to discuss further. She will arrange for the area to be cleared at a later date otherwise this will just grow back. Cllr Farman has also been working on policies and the A4136 issue.

15.2 Cllr Barker has talked to Highways regarding the horses in the field off School Lane but heard nothing more back from them yet – she will chase them. By one of the gates there is a stile, which has been planked across and the gate is wired up. Cllr Barker also advised Church Road will be closed for three weeks for drainage installation. The three black bins are due to be delivered soon. A member of the public asked for one by the Old Vicarage.

15.3 Cllr Wyman advised workmen are starting work prior to 8am by the housing development, which they are not supposed to do. A road cleaner sprayed the houses when spraying the road. The banks are also getting damaged. Cllr Phelps will talk to Asters about the unsociable hours. Cllr Wyman also raised the issue again of the footpath at Hobbs Lane; it needs a large stone put there as a step, and the longer it is left the worse it will get. She has also reported this through Fix My Street.

15.4 Cllr McCoy advised it has been a quiet month with the speed sign as there are builders there and not much traffic. The battery has therefore lasted through the month. A member of the public asked whether data can be downloaded. Another member of the public asked for another speed sign. The Council advised this was expensive - around £5,000 for a solar panel one.

The defibrillators are both working fine. There was an email warning from The Circuit this week, advising the model we have has a tendency to lose the ability to shock. This is being looked into. Torches are still needed – the Clerk will action. The map of the defibrillators was raised again, this doesn't show all the defibrillators but will be published and displayed as it is. A member of the public said this can be easily modified. There is also now a new defibrillator by the coffee and cider place.

The dangerous overhanging branches at Hobbs Lane hasn't changed. The Clerk confirmed she has written to the landowner.

16 PLANNING

16.1 FODDC – APPLICATIONS APPROVED:

	LPA Ref / applicant	Location	Proposal
16.1.1	P0210/25/PJ14PA Mr B Batt	Longhope: Chessgrove Farm, Chessgrove Lane	Erection of a small two storey extension to enable two residential rooms to be increased in size. No objections.

17 FINANCE

19.1 ACCOUNTS FOR PAYMENT - It was **resolved** to settle the following accounts:

Ref	Payee	Inv. No.	Purpose	Method of payment	Net	VAT	Total
24.70	99 Web Ltd		Web management for February	Standing order	25.00	5.00	30.00
24.71	EE		Mobile phone monthly contract - February	DD	27.14	5.43	32.57
24.72	Water Plus		Water for allotments – 14.01.25 - 14.02.25	DD	15.63	0.00	15.63
				TOTALS:	67.77	10.43	78.20

18 DATES OF FUTURE MEETINGS AND ASSOCIATED TIMETABLE

Date	Time	Meeting	Venue
21 Apr	19:00	Monthly Parish Council	Latchen Rooms, Longhope
19 May	18:30	Annual Parish Council	Latchen Rooms, Longhope
16 Jun	19:00	Monthly Parish Council	Latchen Rooms, Longhope
21 Jul	19:00	Monthly Parish Council	Latchen Rooms, Longhope
15 Sept	19:00	Monthly Parish Council	Latchen Rooms, Longhope
20 Oct	19:00	Monthly Parish Council	Latchen Rooms, Longhope
17 Nov	19:00	Monthly Parish Council	Latchen Rooms, Longhope

FUTURE MEETINGS

The next meeting will instead be held on Tuesday 22nd April as the 21st falls on Easter Monday. There was a discussion about how many meetings we should have each year. We currently have ten per year, but don't know why this was set this way, as only three are needed legally, plus the annual meeting – a minimum of four in total. The reason it was scheduled for the third Monday in each month was to fit in with planning deadlines and requesting extensions. This issue will be added to future agenda.

The meeting closed at 20.10.