



Longdon, Queenhill and Holdfast Parish Council

Councillors are hereby summoned to attend an Ordinary Parish Council Meeting to be held at Longdon Village Hall on Monday 4 October 2021 at 7.30pm.

This meeting is open and welcomes members of the public.

Agenda

1. Apologies:

Councillors are reminded to give apologies for absence in writing to the clerk in advance of each meeting missed and that the 6 months absence rule may be upheld.

2. Declarations of Interest:

Councillors are reminded when applicable to update their register of interests.

- a) Register of Interests: Keep their R of I updated.
- b) Declare Disclosable pecuniary interests in items on the agenda and their nature.
- c) Declare any other Disclosable interests in items on the agenda and their nature.
- d) To-submit written requests for the grant of Dispensation to the clerk in advance of the meeting.

3. Public session:

The time allocated is at the discretion of the chairman. Parishioners are invited to give their views on issues and ask questions relating to items on the agenda.

4. Minutes:

To receive and approve the minutes of the last ordinary meeting held on 6 September 2021.

5. Progress Reports:

- a) VAS units deployment.
- b) Outdated Parish Council website.

6. Reports from district and County Councillors.

7. Finance:

- a) To receive and approve a report on the financial position of the council on 30 September 2021.
- b) To consider payment of fees and invoices presented.
- c) Bank signatories – Application of previous signatories to be removed in progress.

8. Finance Working Group: Agree a meeting in October to set precept for 2022/23.

9. Report on the Charities Course: Course attended by the Clerk and Cllr Mullins.

10. Official Bank Card: To consider requesting a bank card to be used solely by the clerk to make purchases and payments on behalf of the council as currently recommended by CALC to comply with transparency requirements.

11. Council Telephone: To consider the purchase of a mobile phone registered in the name of the Council solely for the use of the Clerk for official council business and to be the main contact point for persons wishing to contact the council this eliminates the requirement to change the number at such time as the Council needs to recruit a new Clerk.

12. Remembrance Day: The Royal British Legion have suggested that Councils consider purchasing a “Tommy” (An outline or solid one dimensional figure of a First World War soldier) to focus attention on the approaching Remembrance Day. Email attached.

13. Planning Matters:

a) To consider the Council’s response to the following Planning Application.

Application Number	21/01655/HP
Location	Sportsman’s Lodge, Longdon, Tewkesbury, GL20 6AR
Description of proposal	Alterations to existing garage doors and erection of a new garden studio

b) The district Council will be producing a draft Supplementary Document for Local Listed Buildings. In view of the length of the documents it is recommended that Councillors view them by using the following links:-

www.malvern hills.gov.uk/planning/heritage/supplementary-planning-document-local-listed-buildings
www.malvern hills.gov.uk/about-your-council/public-notice-and-consultations

14. Future meeting schedule: Confirm the date of the next meeting.



Clerk to the Parish Council, 28 September 2021