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Minutes of the meeting of Longden Parish Council held on  
Wednesday 1<sup>st</sup> November 2023 at 7.30 pm in Longden Village Hall

**Present:**

Cllr. Paul Carter – Chairman	Cllr. R Evans – Vice chair	Cllr. P Arnold
Cllr K Lovegrove	Cllr C Roberts	Cllr K Roberts

**Also present:** Caroline Higgins, Clerk; PC Richard Walters, West Mercia Police

**101/2023 Chairman’s Welcome** – Cllr P Carter opened the meeting and welcomed PC Walters.

**102/2023 Public Participation** – PC Walters introduced himself and his role as Safer Neighbourhood Officer. The Council confirmed that its policing priorities remained as speeding, anti-social behaviour and drug misuse. The officer reported the Safer Neighbourhood Team had been undertaking regular patrols at Lyth Hill to address anti-social behaviour issues and had spoken to motorists parking inconsiderately near Longden school. He warned that farm burglaries are a particular problem with machinery and vehicles being targeted by thieves. A total of 38 incidents had been reported in the last three months in Longden parish but this remained a low crime area. He agreed to send an updated contacts list for the SNT.  
*PC Walters left at 8:00pm and the Chairman closed the public participation session as no members of the public were present.*

**103/2023 Apologies** – Cllrs C Rigby and N Evans had submitted their apologies for health reasons, which were noted.

**104/2023 Declarations of Pecuniary Interest** – None

**105/2023 Minutes** - The Council unanimously **RESOLVED** to correct the spelling of former councillor David Shirra in minute 92.4 and to **approve** the corrected minutes of the meeting held on 4<sup>th</sup> October 2023.

**106/2023 Place Plan Projects** – An updated list of place plan projects agreed at the September meeting was noted.

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**107/2023 Highways Safety Projects –**

**107.1 Safety barrier for Longden school** - The Clerk reported that Shropshire Council Highways considered the pavement at the exit from the path to be too narrow to install a barrier but had acknowledged one could be installed further up the path. This was in line with the expectations of the parish council and it was **RESOLVED** to write again, requesting urgent implementation.

**107.2 Pedestrian Safety** – It was noted that Shropshire Council had plans to implement a 20mph zone in Longden during the following financial year.

**107.3 Longden VAS** – The Clerk confirmed this sign had never been added to the parish inventory and they were not responsible for its maintenance. The sign was thought to be in the wrong place and its location would be reviewed as part of the road safety scheme being developed by Shropshire Council Highways consultants.

**107.4 Obscured road signs** – It was noted that the request to Shropshire Council to cut back hedges during planned road closures had not been carried out so the parish council **RESOLVED** to seek quotes from local contractors to do the work, which would be partly funded by the Environmental Maintenance Grant.

**108/2023 Defibrillators** – The Clerk reported that attempts to secure a power supply for the proposed defibrillator in Annscroft had been unsuccessful to date but enquiries with other parishes using unheated cabinets had been reassuring. She suggested a local representative be invited to attend a future meeting to answer any technical questions.

**109/2023 Removal of pole light – Hook-a-Gate** – The Council considered a report on the removal of a pole light, and the recommendations of the Clerk. The Council noted that since the report was issued, Openreach had removed the pole so there may not be a need to remove the bench to install a new column.

The Council **RESOLVED** to give retrospective approval for the removal of the lantern from the condemned pole.

The Council **RESOLVED** to authorise the installation of a new lighting column and install the retained lantern as soon as possible.

The Council noted that this might be an opportunity to provide a power supply for a defibrillator cabinet, which could be attached to the new column. It was **RESOLVED** to authorise the installation of a spur supply for a defibrillator with associated isolator and meter as required from the supply for the new lighting column.

The Council **RESOLVED** to allocate a budget of £1,500 to replace the pole and provide a shared defibrillator supply. Revised quotes will be sought from suitably qualified

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contractors, but the Clerk was authorised to proceed with the project as soon as possible within the allocated budget.

**110/2023 Neighbourhood Plan** – The Council noted that the next meeting will be held at the Tankerville Arms on 6<sup>th</sup> November from 7:30pm. Work was continuing on the revisions to the questionnaire.

**111/2023 Reports**

**111.1 Chair’s Report** – The Chairman reported he will attend another meeting with the Lyth Hill Advisory Group on 14<sup>th</sup> November, and the Neighbourhood Plan Steering Group on 6<sup>th</sup> November. He was pleased to see the Remembrance poppies on display throughout the parish and thanked Cllrs Catherine and Keith Roberts for putting them up. He reported that the funeral for former Councillor David Shirra had been well attended and that the recent planned road closures had not caused any significant problems for residents or visitors. The Chair has also signed up for online planning training sessions on 8<sup>th</sup>, 15<sup>th</sup> and 22<sup>nd</sup> November.

**111.2 Shropshire Councillor’s Report** – Cllr R Evans reported on the following issues:

- Consultation on dog fouling open until 21 December 23, which would exclude dogs from fenced play areas and require owners to clear up after their dogs in all public spaces.
- Consultation on Shrewsbury Riverside Development – closes 15 Nov 23.
- Crowdfunding scheme offering matched funding to community groups launched.
- Re-opening of the restaurant at Theatre Severn after 3-year closure.
- Budget savings of £37.6M achieved towards required £51M.
- Prosecution of Severn Trent due to abuse of emergency road closure powers.
- Community Governance review commenced which will review town and parish boundaries ready for implementation by the next elections in May 25.
- North-West Relief Road planning application has been agreed in principle subject to conditions which will need to be brought back to the planning committee for sign off.
- Maple Class opening at Longden school deferred to 10<sup>th</sup> November due to an Ofsted inspection.
- Connect On-demand bus service is operating a pre-launch timetable during November. Road shows will be held on 15<sup>th</sup> and 18<sup>th</sup> November in Longden village hall with free trials offered between 20<sup>th</sup> and 25<sup>th</sup> November. The service will replace the 544 and 546 services on 4<sup>th</sup> December.

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**111.3 Clerk’s Report** - The Clerk gave a verbal update to her written report circulated with the agenda. The Council noted the following diary dates:

- ALC AGM – Friday 3<sup>rd</sup> November
- Crowdfund Shropshire – 21<sup>st</sup> November - Zoom meeting with Shropshire Council to explore opportunities for parish councils to work with communities to access match funding from the UK Shared Prosperity Fund
- Planning Training – 8<sup>th</sup>, 15<sup>th</sup> & 22<sup>nd</sup> November
- Publication of updated electoral register – 2<sup>nd</sup> January 2024.

**111.4 Councillors Reports –**

Cllr K Roberts reported that the information board at Lyth Hill fails to acknowledge the funding by Longden and Bayston Hill parish councils. The Chair undertook to raise the matter at the next meeting of the Lyth Hill Advisory Group.

Cllr Arnold reported significant flooding at the bottom of Longden hill during recent rainstorms. Flooding was also reported at The Oaks, Longden Common Lane and at the bottom of Lyth Bank.

**112/2023 Planning**

*Note: Council decisions are based on the information available at the time of the meeting. Members representing other bodies reserve the right to take new information into account and review their position should they be required to consider an application at a later date.*

**112.1 Planning Applications –**

**112.1.1 23/ 04143/FUL The Cottage, Lower Common** – Erection of a building for stables tack room fodder and machinery store. It was RESOLVED that whilst the Council did not object to a stable block in principle, it OBJECTED to the proposed size which would have a negative impact on residential amenity.

**112.1.2 23/04345/FUL The Vinnals, Lower Common, Longden** – Installation of CHP biomass boiler in existing building with 300Kg biomass batch feed boiler. It was RESOLVED to make NO COMMENT.

**112.1.3 23/04611/VAR Welbatch Farm, Hook-a-Gate** - Reserved matters for 2 dwellings approved under application reference 14/02138/OUT and variation reference 16/01008/REM. It was RESOLVED to make NO COMMENT.

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**112.2 Planning Decisions** – The Council noted that the following application had been **granted** permission: **23/0772/FUL Three Mile House, Hook-a-Gate** – Single storey rear extension and new front porch.

**113/2023 Play Areas –**

**113.1 Basketball Backboard** - The Council noted the cost to replace the basketball backboard was £790.00. It was **RESOLVED** to monitor the deterioration and review when the Annual Inspection Report is received.

**113.2 Signage** – The Clerk presented a draft design and costs for 2 signs showing the contact details for the Council. Some small amendments were agreed and the Clerk authorised to order two new signs.

**113.3 Hedge Quicks** – Due to a lack of response from Shropshire Council, this item was deferred.

**114/2023 Finance**

**114.1 Payments for approval** – The Council **RESOLVED** unanimously to approve the following online payments:

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• Clerk’s salary (November)	744.81
• HMRC (tax deductions)	39.44
• NEST Pension (Combined contributions)	55.02 (Direct debit)
• Cloudy IT (Nov invoice)	82.92
• Shropshire Council (Lyth Hill Grant)	8,656.00

**114.2 Bank Reconciliation** – The Council unanimously approved the bank reconciliation showing a balance of £100,854.17 as at 31 October 2023.

**114.3 Review of Banking Arrangements** – The bank mandate to authorise Cllr R Evans to access the online account was signed by two existing signatories.

**114.4 Budget Report** – The Council noted a report detailing expenditure against budget to the end of September.

**114.5 Finance Committee Meeting** – The start time of the Finance Committee meeting was confirmed as 2:00pm on 22 November.

**115/2023 Review of Standing Orders & Financial Regulations** – The Council approved and adopted the updated Standing Orders circulated with the agenda and

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requested a copy of the latest Financial Regulations be presented to the December meeting for adoption.

**116/2023 Next Meeting**– It was **RESOLVED** that the next meeting of the Full Council will be held on 6<sup>th</sup> December 2023.

**117/2023 Exclusion of the Press and Public** – In accordance with the Public Bodies, Admission to Meetings Act (1960) it was **RESOLVED** to exclude the press and public on the grounds that the following discussions may reveal confidential or commercially sensitive information.

**118/2023 Diocesan Land Transfer** – A brief progress report was noted.

**119/2023 Lyth Hill Land Management** – No further information.

*The meeting closed at 9:23pm*