

MINUTES OF A MEETING OF THE PARISH COUNCIL OF LONGDON HELD
IN THE W. I. HALL, LONGDON, ON TUESDAY, FEBRUARY 13TH, 2007

Present: Cllr. S. K. Welch (Chairman); Cllr. The Rev. J. R. Andrews; Cllr. N. J. Bird;
Cllr. B. J. Butler; Cllr. R. C. Hemmingsley; and Cllr. M. A. W. Parsons.

Also present were the Clerk and Cllr. N. J. Roberts, Lichfield District Council.

1. APOLOGIES

Cllr. A. J. Juxon; Cllr. Mrs. H. A. Meere; Cllr. Mrs. M. G. Nichols;
Cllr. H. M. P. Reynolds; and Cllr. N. Stanfield.

Apologies were also received from County Councillor F. W. Lewis, M. B. E.
and Mrs. Jane Russell, Village Correspondent for "The Lichfield Mercury".

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting, held at the W. I. Hall, Longdon, on Tuesday, January 9th, 2007, were, on a motion proposed by Cllr. Andrews and seconded by Cllr. Hemmingsley, approved and signed after Cllr. Hemmingsley's objection to the Council's decision not to require a completed grant application form from St. Giles Hospice before responding to its appeal for a donation was added.

3. PARISHIONERS' QUESTIONS AND COMMENTS

No parishioners were present.

4. MATTERS ARISING FROM THE MINUTES

(i) Robinia outside No. 12 Berkeley Way

The Clerk reported that work on pruning this tree had now been carried out and that he had received an invoice from Acme Tree Services.

(ii) Parking outside Gentleshaw School

The Chairman said that he had not yet had an opportunity to speak to John Smith but would do so shortly.

(iii) Unstable Litter Bins

The Clerk reported that work on stabilising these litter bins had been completed and that he had received an invoice from Aquajet Service.

(iv) Terry Burns, M. B. E.

The Clerk reported that he had, as instructed, written to Mr. Burns, offering him the Council's warm congratulations.

(v) Parish Website

Cllr. Hemmingsley reported that work had been completed on re-designing the website, which had involved using a larger format for the benefit of the visually-impaired.

The new format had been temporarily placed on www.the.roys.net/net/kon/ and would replace the existing website once the Parish Council had approved it.

Currently, the website was receiving 1000 hits a month.

5. PLANNING

(i) Report of Working Group

Cllr. Hemmingsley reported that the following planning application had been considered:

07/00012/CLE – Certificate of Lawfulness (Existing): Without compliance of agricultural occupancy condition (No. 2 of 7858): The Bungalow, Dark Lane, Longdon

No evidence had been found to contradict the statements avowed by the applicants, but there had been considerable concern that avoidance had been allowed to continue, and details of the District Council's monitoring and enforcement procedures currently in force to prevent occupancy conditions from being abused had been requested.

(ii) For Consideration

The following planning applications were then considered by the Council:

07/00086/FUL: Mr. N. Bird: Single-storey side extension to form utility and dining room: 12, The Grange, Upper Longdon

It was noted the proposed extension was well within the curtilage and would not, in the opinion of the Council, interfere with the aesthetics of the building.

Prior to the discussion, Cllr. Bird declared an interest and withdrew from the room.

07/00087/FUL: Nigel Massey: Two-storey and first-floor extensions and various alterations to form snug, utility, inglenook fireplace, bedrooms with ensuite and dormer windows: High Meadow, Hill Top, Longdon Green

The Parish Council objected to this application on grounds of volume and massing which might exceed the District Council's limit on extensions of no more than ten per cent of the original building.

It was thought to be part of a farm building and might even have an agricultural occupancy condition still attached to it.

(iii) Approved by Lichfield District Council

The Clerk reported that, since the last meeting, Lichfield District Council had issued the following Notices of Approval of Planning Permission:

06/01071/FUL: Mr. & Mrs. Stevenson: New pitched roof and alterations to garage block and new pitched roof and alterations to family/snooker room: 61 Upper Way, Upper Longdon

06/01083/COU: R. S. & J. Burt: Change of use (of) land and existing building from agricultural to equestrian use: Rookery Farm, Giddywell Lane, Longdon

06/01099/FUL: Mr. G. Witherington: Single-storey detached garden building (storage/studio): Ivyhurst, Lower Way, Upper Longdon

06/01141/FUL//06/01151/LBC: Mr. & Mrs. I. Morrall: Retention of external site boundary wall: Willow Barn, Borough Lane, Longdon

(iv) Refused by Lichfield District Council

The Clerk reported that, since the last meeting, Lichfield District Council had issued the following Notices of Refusal of Planning Permission:

06/01011/FUL: Mr. and Mrs. D. Roe: First-floor and single-storey extension to form utility, porch, 3 bedrooms and ensuites: 73 Upper Way, Upper Longdon

06/010117/FUL: Mr. & Mrs. S. F. Taylor: Demolition of existing dwelling and erection of a five-bedroom detached dwelling: Broad Hazels, Beadesert Park

(v) Appeal Decision

The Clerk reported that the appeal of Mrs. L. M. Murran against the decision of Lichfield District Council to refuse permission for a change of use of agricultural land at Borough Lane, Longdon, to the grazing of horses and the erection of a stable block had been dismissed.

(vi) West Midlands Regional Spatial Strategy – Phase Two Revision Special Options

Cllr. Hemmingsley reported that, to date, there had been four responses to the invitation which he had put on the parish website to parishioners to comment on the above proposals.

They had all been concerned about the projected number of houses and their impact on the infrastructure.

It was agreed that the Chairman and Clerk should together formulate the Parish Council's response, framed around similar concerns expressed at the previous meeting.

(vii) Other Planning Matters

(a) Erection of building for storage of fodder and implements at Badger Brook Farm, Giddywell Lane, Longdon

The Clerk reported that he had received a copy of a letter written by Jeff Upton, Development Control Manager, Development Services, Lichfield District Council, dated 22nd December 2006 and addressed to Mr. P. Hamlet, at Burton Old Road, Lichfield, advising him that prior planning approval was required for the above building.

This, it was noted, had confirmed the Parish Council's own conclusion.

(b) Parish Council comments of planning applications

The Clerk reported that he had received by email a letter from Jeff Upton, Development Control Manager, Development Services, Lichfield District Council, dated 12th January 2007, asking all consultees to respond to future consultation requests by email.

6. REPORTS OF MEETINGS

(i) Lichfield District Parish Forum

The Clerk gave a report on a meeting of the Lichfield District Parish Forum which had taken place at District Council House, Frog Lane, Lichfield, on Wednesday, 10th January, 2007, and which he and Cllr. Hemmingsley had attended.

The opening talk had been given by Bob Lee, of the Staffordshire Ambulance and Emergency Services, who had warned the meeting that the proposed merger with the West Midlands Ambulance Service would proceed in spite of the strong opposition which it had met in Staffordshire.

However, a date had not yet been set for setting up the partnership board which would oversee the merger.

He was confident that Staffordshire would continue to receive a high-class service, and saw the merger as an opportunity for new ideas to be introduced.

The County Air Ambulance Service operated three air ambulances and was seeking Government support, which Cllr. Hemmingsley thought unwise, given the Government's record and its philosophy of centralisation!

Cllr. Hemmingsley added that he had not been convinced by Mr. Lee's presentation, which he thought too optimistic.

There had also been a presentation by Beth Harris, the District Council's Solicitor, and Steve Hill, Development Team Manager, on Planning Obligations, which provided for the allocation of financial contributions from developers for social and community facilities.

However, Longdon was unlikely to benefit from such arrangements, which related only to large-scale developments.

Finally, there had been a presentation by Craig Jordan, Development Plans Implementation Manager, on the Partial Review of the West Midlands Spatial Strategy in which he had covered ground which Cllr. Roberts had already covered with the Parish Council at its last meeting.

(ii) Chase Country Park Workshop

Cllr. Roberts gave a short report on the above event, which had taken place at The Red Rose Theatre, Turners Lane, Rugeley, on Tuesday, 23rd January 2007.

He explained that the main issue had been the appropriate degree of fencing if grazing were introduced to the Country Park.

(iii) Lichfield Cathedral School Founders' Day Breakfast and Service

Cllr. Andrews gave a brief report on the above events, which had taken place at the School on Tuesday, 30th January 2007, and at which he and the Clerk had represented the Council.

He had been present at both events, the Clerk at the service only.

(iv) Longdon Village Hall Management Committee

Cllr. Bird gave a report on a meeting of the Longdon Village Hall Management Committee which had taken place on Monday, 5th February 2007, and at which he had been present.

A site meeting had been arranged at the Hall prior to the present meeting at which the location of the information unit would be decided. This had subsequently taken place and had been attended by the Chairman of the Committee, the Chairman of the Council, Cllr. Bird and the Clerk, and a recommendation would be made in the letter which Mr. Vyse would be writing to the Council updating Councillors on the aspirations of the Management Committee.

Mr. Vyse had been in touch with Robin Helsop concerning his offer to carry out the legal formalities necessary for the transfer of the land and building from the trusteeship of the original trustees to the Parish Council, for which he was asking payment of £250. 00, plus VAT.

However, the Committee had felt that there was no great urgency in making this transfer, but would include the offer in its list of forthcoming projects.

Councillors felt that there was a more pressing need to establish whether the land on which the Hall stood had been properly registered, and, if so, in whose name it had been registered, and the Clerk was instructed to make the necessary enquiries.

Cllr. Bird concluded his report by saying that, as a matter of policy, the Committee maintained a balance of £2000. 00 for contingencies, and, following the social and financial success of two recent Late Summer Balls, a Pig Roast was being organised for June 16th.

Councillors agreed that the community was fortunate in having its village hall run by such an enterprising and hard-working Committee.

(v) Lichfield Area Committee

The Clerk reported that the meeting of the Lichfield Area Committee of the Staffordshire Parish Council's Association which should have taken place at District Council House, Frog Lane, Lichfield, on Thursday, 8th February 2007, had been postponed following heavy snowfall.

7. NOTICE OF MEETINGS

The Clerk reported that, since the last meeting, he had received notice of the following meetings:

(i) "The Last Post" – an event to highlight the proposed changes to rural Post Office services: Thursday, 1st March 2007, at The Gatehouse Theatre, Stafford, from 9. 30 a.m. to 1. 00 p.m.

This event would be hosted by Mrs. Joan Davies, Chairman of the Community Council of Staffordshire, and speakers would be attending from the Rural Shops Alliance and Postwatch.

Lunch would be provided at the end of the event.

(ii) Annual Archive Day on "The Ecclesiastical Buildings of Staffordshire": Saturday, 31st March 2007, at The Gallery, Staffordshire University, Stafford, from 10. 00 a.m. to 4. 30 p.m.

The speakers would be Nigel Tringham ("Lichfield Cathedral in its Landscape Setting"); Ina Wykes ("Monasticism in Staffordshire, an 'unconventional view' "); and Christopher Wakeling ("Nonconformist places of worship in Staffordshire"); Revd. Michael Fisher ("AWN Pugin, a passion for Gothic"); and Bob Meeson ("Church Archaeology in Staffordshire").

Tickets would cost £22. 00 and would include lunch, tea and coffee.

8. HIGHWAYS AND FOOTPATHS

(i) A51 Traffic Management Scheme at Longdon

The Clerk reported that he had received from Clive Thomson, Area Highways Manager, Development Services Directorate, Staffordshire County Council, a letter dated 29th January 2007, regarding the Traffic Management Scheme implemented on the A51 at Longdon.

This had been in reply to the Clerk's letter of 16th January 2007 requesting a site meeting at which the impact of this Scheme could be assessed.

In his reply, Mr. Thomson had informed the Parish Council that the alterations to the road markings at Longdon Green had already been investigated as part of the post-construction safety audit, when it had been concluded that the present lining arrangement complied with the appropriate codes and did not present a safety hazard.

In particular, it had been noted that, in circumstances where queuing vehicles extended beyond the end of the right-turn lane at Brook End, they could wait briefly in the hatched area without blocking through traffic, while the right-turn lane cleared.

Referring to attempts to improve the access to the public right-of-way that connected The Croft with the A51, he reported that he had mentioned this matter to the Rights of Way Improvement Planning Officer and had been informed that this project might be eligible for financial assistance from the County Council's Community Paths Initiative and that, as a consequence, the Clerk would be contacted shortly by Paul Rochfort, a member of the Public Rights of Way Team, with a view to progressing this matter.

In view of the above, Mr. Thomson had concluded that he saw little merit in arranging a site meeting, although he would continue to review the success of the Scheme.

The Council was reminded, however, that a site meeting had been agreed at the outset of the project; there was still concern over the hatchings opposite the church, which, it believed,

were encouraging dangerous overtaking, and there had been no evidence of the speed checks which were promised when the Scheme was finally in place.

The Clerk was therefore instructed to reply to Mr. Thomson, re-iterating the Parish Council's desire for a site meeting.

(ii) Report of Site Meeting with Paul Rochfort

The Chairman reported on a site meeting with Paul Rochfort, Rights of Way Assistant, which had taken place on Tuesday, February 6th, 2007, at which he, the Clerk and Mr. Will Rose, a member of the Parish Council's Footpaths Working Group, had been present.

Cllr. Mrs. Meere had been unable to attend and had sent her apologies.

It had been decided that access would be improved by repairing the existing steps and adding an extra step to reduce their height and by replacing the existing kissing-gate with two parallel barriers, staggered to allow the passage of prams and push-chairs.

Mr. Rochfort would prepare a plan showing these improvements and send it to the Council for its approval.

(iii) Highway Management Agreement – Programme of Work

The Clerk reminded the Council that, in addition to a contribution towards the cost of mowing selected highway verges, it received £1040. 00 annually for minor road maintenance, most of which had recently been absorbed by the cost of renovating the four cast-iron roadside signs.

Tasks which could be undertaken under the Agreement included cleaning roadside traffic signs and clearing by weeding or spraying any vegetation growing around them; removing leaves and other debris from drains and gulleys; and maintaining verges, roads and footpaths.

It was agreed that appropriate work should be commissioned once the winter months were passed.

(iv) Community Paths Initiative Bid

The Clerk reported that no bid had been submitted this year.

(v) Upper Longdon Traffic Calming Survey

The Clerk reported that he had, as instructed, sent the results of this survey, presented to the Council by Cllr. Butler at its last meeting, to Clive Thomson, the Area Highway Manager, together with a copy to County Councillor Lewis.

(vi) Letters on Road Safety received from Parishioners

The Clerk reported that, in addition to letters from Mr. Barry Griffin and Mrs. Lou. Foster, already presented to the Council, both of whom had expressed concern over a number of local highway issues, he had received from a third parishioner, Mr. Michael Neill, of Mill Way, Longdon, a letter dated 24th January 2007, in which he had expressed his concern about the right-turn lane into Brook End opposite Borough Lane and the action of a number of highly irresponsible motorists who continued to turn right at this junction out of Brook End in spite of the prohibition signs.

The Chairman said that he would reply to Mr. Griffin; the Clerk would write to Mrs. Foster and Mr. Neil.

(vii) Footpaths/Bridleways (5) Longdon

The Clerk reported that he had received from Caroline Golder, Development Services Directorate, Staffordshire County Council, a letter dated 17th January 2007, informing the Council that the complaint which it had made concerning the above Public Right of Way had now been resolved.

(viii) Other Highway Issues

The Clerk reported that he had received from Ken Owen, Divisional Highway Manager, Development Services Directorate, Staffordshire County Council, a letter dated 6th February 2007, in which he dealt with a number of highway issues raised in the Clerk's letters of 16th and 26th January 2007.

(a) Upper Way

The existing situation on Upper Way had been looked at by the Local Traffic Management Officer, who did not recommend the installation of a white line at the present time. However, a first step in controlling the speed of through traffic would be a speed-and-volume survey, and he invited the Council's view on the most suitable place to install the wires of a counter.

It was agreed that the Chairman should confer with Cllr. Butler on the choice.

It was felt that whatever effectiveness the coloured strip alongside Upper Way might ever have had in slowing traffic had been lost when resurfacing had removed the sharpness of the distinction.

(b) Grange Hill

Mr. Owen was still awaiting a response from Mr. Lewis, of Grange Hill, whose curtilage was contiguous with the highway bank.

(c) Ford Lane

Mr. Owen was not in a position to tarmac the verge on Ford Lane. The metal carriageway was inspected twice a year and any repairs the Inspector considered necessary were prioritised and repaired.

(d) Fir Tree Cottage

The resident at Fir Tree Cottage had assured the Network Inspector that this access was a temporary arrangement whilst building works were completed.

However, the Inspector would make contact shortly and monitor the situation.

9. GREENS AND OPEN SPACES

(i) Report by Rodney Helliwell on Spinney at Longdon Green

The Clerk reported that he had met Rodney Helliwell, Arboricultural Consultant, at Longdon Green on Thursday, 11th January 2007, and together they had inspected the spinney off Lysways Lane. He had now received Mr. Helliwell's report, copies of which he had distributed to Councillors.

Mr. Helliwell had recommended the immediate felling of about a dozen trees and progressive remedial work on the rest of the spinney.

His report had contained the names of three tree surgeons whom the Council could approach to carry out the work.

It was agreed that the Chairman and the Clerk should identify work which needed immediate attention and that a letter should then be sent to each of the tree surgeons asking for a quotation.

The Clerk also reported that he had received an offer from Mr. David Drury, of The Farmhouse, Lysways Lane, to manage the spinney on the Parish Council's behalf, but it was agreed that no decision should be taken on this offer until the remedial work had been completed.

(ii) Mowing Contract 2007

It was unanimously agreed that Graham McCulloch should be offered a twelve-month extension to last year's contract.

10. COMMUNITY HALLS

(i) Longdon Village Hall

The Clerk reported that he had received from Neil Vyse, Chairman of the Longdon Village Hall Management Committee, a letter dated 28th January 2007 thanking the Parish Council for agreeing to pay in full the cost of the noise attenuation system and explaining that his Committee had not been aware that the Council required three quotes before approving such a grant, but had followed its philosophy of employing local suppliers and labour wherever possible.

The meeting at which the provision of a racking system for displaying magazines and reports in the Hall to which Mr. Vyse referred in his letter had already taken place and its conclusion reported to the Council.

(ii) Longdon Memorial Hall

A written report on the meeting which had taken place in the Memorial Hall on Friday, 19th January 2007, at which details had been given on the progress of the Refurbishment Appeal Fund had been presented by the Clerk at the meeting of the Parish Council which had taken place on the following Monday, January 22nd.

A full report on the second of these two meetings was laid before the Council (and is attached as an appendix to these minutes).

Doubts were raised about making public funds available to a self-appointed fund-raising group which seemed to be answerable to neither the Club's Management Committee nor the Parish Council or for the refurbishment of the building whose ownership had not been resolved, and the Council believed that it must first to ask the Management Committee to confirm that it laid no claim to ownership of the Hall.

11. LAW AND ORDER

(i) Cleat Hill Layby

The Clerk reported that he had received from Inspector Ashley Farrington, NPU Commander, Burntwood & District Local Policing Unit, a letter dated 23rd January 2007, in which he said that the local Neighbourhood Beat Officer, PC Andy Brown, would be made aware of the Council's concern over the improper activities taking place at the Cleat Hill layby.

(ii) Untaxed Vehicle

PC Brown had informed the Clerk that, following a complaint, he had inspected the untaxed vehicle parked at the side of the road in Brook End and, having established that it had not been officially registered as having been taken off the road, as claimed, he had issued a fixed penalty notice and had reported its presence to DVLA, Swansea, who would be issuing a demand for unpaid tax.

12. EDUCATION

(i) District Review of School Places

The Clerk reported that he had received from Andrew Marsden, Head of School Organisation and Information Unit, Children and Lifelong Learning Directorate, Staffordshire County Council, a letter dated 1st February 2007, enclosing a copy of the recent report on the ongoing review being conducted by the County Council in which it was recommended that the County Council publish the relevant statutory notices to cease to maintain Boney Hay Primary School.

13. HEALTH AND SOCIAL SERVICES

The Clerk reported that he had received from Nigel Pursey, Chief Executive, Staffordshire County Council, a letter dated 5th February 2007 drawing the attention of the Parish Council to its intention for in-house home care services to be provided by an independent sector.

The County Council's Cabinet had approved a one-off investment of an extra £19m. to be spent over three years to invest in new services, meet new demands and support ongoing commitments.

The letter had gone on to outline how the Council proposed to spend this new investment.

In view of its detail, the Clerk had provided each Councillor with a copy of Mr. Pursey's letter.

14. BEST KEPT VILLAGE COMPETITION

The Council decided that, in spite of the sense of unfairness felt at the perceived harshness of the judges' comments on Upper Longdon, both Longdon & Longdon Green and Upper Longdon should be entered in the Competition again this year.

A programme of improvements would be considered at the next meeting.

15. FINANCIAL MATTERS

(i) Accounts for Payment

On a motion proposed by the Chairman and seconded by Cllr. Reynolds, payment of the following accounts was approved:

*Rodney Helliwell	Inspection of trees in spinney	£178. 89
*Acme Tree Services	To prune back and crown-lift robinia at side of No. 12 Berkeley Way, Longdon	£ 52. 87
Longdon W. I.	Hire of hall	£ 12. 00
Audit Commission	Audit Fee	£141. 00
≠Community Council Staffordshire	BKV entry fees: £24. 00 20 large posters: £3. 00 550 small posters: £38. 50	£ 65. 50
Longdon Village Hall Management Committee	Noise Attenuation System	£942. 00
Aquajet Services	To refit 2 litter bins materials: £17. 50 labour: £84. 00	£101. 50

(* confirmation ≠ payment made under Section 137)

(ii) Pro-Forma Invoice: Harry Stebbing Workshop

The Clerk reported that he had received from Pamela Stebbing, of Harry Stebbing Workshop, Great Hockham, Norfolk, a letter dated 3rd February 2007, in which she had complained about the attitude and behaviour of Cllr. Hemmingsley when TNT attempted on two occasions to deliver notice-boards ordered from her firm by the Parish Council.

He had distributed a copy of Mrs. Stebbing's letter to each Councillor prior to the present meeting.

The Chairman said that Cllr. Hemmingsley had agreed to leave the meeting while the complaint was being discussed but asked him whether he wished to make any comment about the letter before he left.

Cllr. Hemmingsley strongly disputed the accuracy of some of Mrs. Stebbing's statements and said that he believed that, since the letter was now in the public domain, he had a case for libel to pursue, though it was pointed out that circulation had been restricted to members of the Parish Council, to whom the letter had been addressed.

Following Cllr. Hemmingsley's withdrawal from the meeting, the remaining Councillors considered how to respond to the letter.

The amended invoice now included a charge for checking over, replacing damaged components, repacking with new packaging material and re-delivery, all of which had added a further £159. 86, inclusive of VAT, to the bill.

While Councillors still held to the view that the major responsibility for what had occurred lay with TNT, it was also felt that, inasmuch as Cllr. Hemmingsley had been acting on behalf of the Parish Council and not as a private individual, the Council should not prolong the situation by disputing this extra payment, and by four votes to one it was agreed that, as a gesture of goodwill to Harry Stebbing Workshop and as a way of bringing closure to the incident, full payment should be made, Cllr. Bird, having argued that an offer to pay only fifty per cent of the increased cost should be made, voting against the proposal.

In a letter accompanying the payment, the Clerk would express the Council's regret at the distress which Mrs. Stebbing had felt, stress that the full charge was being met as an act of goodwill and urge Mrs. Stebbing to make TNT aware of her client's dissatisfaction with the level of service which they had offered.

(iii) Payments Received

The Clerk reported that, since the last meeting the following payment had been received:

Olwyn Benett	Advertisement: "Longdon Life"	£ 8. 00
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(iv) Current Balances

The Clerk reported that, on 31st January 2007, the Council's balances stood as follows:

NatWest c/a: £2161. 81	The Halifax d/a: £12062. 52
(less unrepresented cheques £64. 87)	

(v) Appeals for Grant Aid

The Clerk reported that he had received completed Grant Application forms from Mary Cooke, Play Development Manager, Leisure and Culture, Lichfield District Council, and Mrs. Chris Fitter, Organiser of the Christ Church, Gentleshaw, Flower Festival.

However, since neither event was imminent, it was decided to defer a decision on the level of financial support for each until the next meeting.

The Clerk also reported that he had received a circular letter from Cllr. Maureen Willetts, Vice-Chairman of Hatherton Parish Council, dated 28th January 2007, in which she had invited other parish councils to follow the example of her own and pledge a sum of money

under 'The Free Resource' to be used by the Cannock Chase AONB Unit as and when the need arose.

A decision on this proposal was deferred until a later meeting.

(vi) Independent Internal Auditor

The Clerk reported that John Blount, Clerk to Stowe-by-Chartley Parish Council, had accepted the Council's offer to act once again as its Independent Internal Auditor.

The Interim Audit would take place at the Clerk's home on Monday, February 19th.

(vii) Appointment of External Auditor

The Clerk reported that he had received from Mike Norman, Manager, Audit Policy and Practice, Audit Commission, Millbank, London, a letter dated 9th February 2007, informing the Council that he was proposing Michael Newbury, an officer of the Audit Commission, as auditor to Longdon Parish Council for the financial year 2006/2007

The Council saw no reason not to accept this proposal.

16. CORRESPONDENCE SINCE LAST MEETING

(i) The Clerk reported that he had received from Laura Pennycuick, Fundraising Co-ordinator, St. Giles Hospice, Whittington, a letter dated 23rd January 2007, thanking the Council for its kind and generous donation of £100.00 for the Hospice.

(ii) The Clerk reported that he had received from Paul Rowsell, Deputy Director, Local Democracy, Communities and Local Government, a letter dated 22nd January 2007, informing the Council that the Government had that day published a consultation paper which sought views on a draft of a proposed new model code of conduct for local authority members.

A copy of the consultation document had been enclosed.

17. OTHER COMMUNICATIONS

The Clerk reported that, in addition to the above, he had received the following communications:

(i) From Beth Harris, Solicitor, Democratic, Development and Legal Services, Lichfield District Council:

Executive Arrangements – Forward Plan 2006/2007 – December – Version 1 (published 15th December 2006 – effective for period from 1st January 2007 to 30th April 2007);

Executive Arrangements – Forward Plan 2006/2007 – January – Version 1 (published 17th January 2007 – effective for period from 1st February 2007 to 31st May 2007);

Calendar of Meetings, fortnight ending 1st January 2007;

Calendar of Meetings, fortnight ending 4th February 2007;

Calendar of Meetings, fortnight ending 18th February 2007.

(ii) From The Licensing Officer, Democratic, Development and Legal Services, Lichfield District Council:

Licensing Act Applications registered during week ending 22nd December 2006;

Licensing Act Applications registered during week ending 5th January 2007;

Licensing Act Applications registered during week ending 12th January 2007;

Licensing Act Applications registered during week ending 19th January 2007;

Licensing Act Applications registered during week ending 26th January 2007;

Licensing Act Applications registered during week ending 1st February 2007.

- (iii) From Mary Cooke, Play Development Manager, Leisure and Culture, Lichfield District Council:

New Play Strategy – Final Draft;
Play Strategy Consultation Questionnaire;
Guidance Notes.

(withdrawn by email on 7th February 2007)

- (iv) From The Electoral Registration Officer, Lichfield District Council:

Register of Electors 2007 – Monthly Applications for 1st February 2007.

- (v) From The Head of Road Safety and Sustainable Travel, Development Services Directorate, Staffordshire County Council:

Road Safety Guide: “Safety Around Staffordshire”.

- (vi) From The National Association of Local Councils:

“LCR” (formerly “Local Council Review”): Vol. 58, No. 5 – January 2007.

- (vii) From The Staffordshire Parish Councils’ Association:

Chief Executive’s Circular 32;
Policy and Parliamentary Briefing: The Local Government and Public Involvement in Public Health Bill (Second Reading);
Booking Forms: Free Clerk’s CiLCA Mentoring Event (21st February 2007, in The Oak Room, County Buildings, Martin Street, Stafford); Chairmanship Skills 5 (1st March 2007 in Room 3, Peel Buildings, St. Chad’s Place, Stafford);
Notice of Vacancies for Clerks (Hixon Parish Council; Albrighton Parish Council; Burntwood Town Council).

- (viii) From The Staffordshire and Stoke-on-Trent Archive Service:

“from Time 2 Time”: Issue 13, Winter 2007.

- (ix) From NatWest, Menai Bridge, Anglesey:

Leaflet: “Current and Savings Account”.

- (x) From Shaw & Sons Limited, Crayford, Kent:

“Forms, Records & Registers for Local Councils”.

- (xi) From e.on Central Networks, Castle Donington, Derbyshire:

Parish Council Pack
(contains an analogue corded telephone, a torch with batteries, a wind-up mobile phone charger, a battery-operated radio, a foil blanket and a reusable hand-warmer)

- (xii) From Bruno Peek, National Organiser, St. George’s Day, Lowestoft, Suffolk:

Guide: “Enjoy England – Celebrate St. George’s Day”.

18. ANY OTHER URGENT BUSINESS

- (i) The Clerk reported that he had been asked whether a draft of the minutes of the most recent meeting of the Parish Council could be posted on the parish website without waiting for them to be approved the next month.
- (ii) It was agreed that this suggestion should be considered at the next meeting.

19. DATE OF NEXT MEETING

Tuesday, March 13th, 2007, in the Meeting Room of Christ Church, Gentleshaw, commencing at 7. 30 p.m.