

MINUTES OF A MEETING OF THE PARISH COUNCIL OF LONGDON
HELD IN THE W. I. HALL, LONGDON, ON TUESDAY, OCTOBER 9TH, 2007

Present: Cllr. R. C. Hemmingsley (Chairman); Cllr. The Rev. J. R. Andrews;
Cllr. B. J. Butler; Cllr. Mrs. G. D. Duckett; Cllr. A. J. Juxon;
Cllr. Mrs. J. A. Russell; Cllr. N. Stanfield; and Cllr. S. K. Welch.

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

1. APOLOGIES

Cllr. N. J. Bird; Cllr. Mrs. H.A. Meere; Cllr. M. A. W. Parsons; and County Councillor F. W. Lewis, MBE.

2. TALK BY EMMA BEAMAN, ASSISTANT A.O.N.B. OFFICER, CANNOCK CHASE A.O.N.B. UNIT

The meeting was preceded by a talk given by Emma Beaman, Assistant A.O.N.B. Officer, Cannock Chase Area of Outstanding Natural Beauty Unit, in which she reminded Councillors that a five-year Management Plan had been published in 2004 and was still active.

She also referred to a number of Awareness Days of which she had already notified parish councils, and a Fixed Point Photography Project for which tuition was available through a series of workshops led by Cllr. Welch.

There had been a number of Consultation Days, the most successful of which had been at Cannock Wood during the recent Country Fayre.

Appropriate roadside signage was now available, for which a 50% grant could be obtained. The Highways Authority would be willing to talk to parish councils about possible locations.

The Unit had received funding to enable it to offer Sustainable Development Awards which would be available until the end of March 2008; projects for which grants had already been awarded included a survey and report on the Beadesert Ruin and a calendar of views of Cannock Chase.

2008 would mark the fiftieth anniversary of the setting up of the Cannock Chase Area of Outstanding Natural Beauty, and a series of celebrations was being planned, including an old-fashioned fetê on Milford Common.

Ms. Beaman then invited questions. Cllr. Juxon asked whether a weight restriction could be placed on the road running from Penkridge Bank to Rugeley, currently being used by heavy good vehicles to the detriment of wildlife. Ms. Beaman agreed that there was a high rate of deer fatalities and promised to make Cllr. Juxon's concern known at her office.

Cllr. Stanfield pointed out that, in matters of planning, no fewer than five local authorities were involved, leading to an inconsistency in decision-making, and he asked if it were possible to adopt a more co-ordinated approach. While sympathising, Ms. Beaman replied that a planning protocol had been developed over the past two years.

Ms. Beaman concluded her presentation by thanking the Council for its invitation; in turn, the Chairman thanked her for coming to the meeting to update the Council on developments in managing and publicising Cannock Chase.

Ms. Beaman then took her leave.

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday, September 11th, 2007, were, on a motion proposed by Cllr. Welch and seconded by Cllr. Juxon, approved and signed.

4. PARISHIONERS' QUESTIONS AND COMMENTS

No parishioners were present.

5. MATTERS ARISING FROM THE MINUTES

(i) Redhill Barn, Upper Longdon

The Clerk confirmed that there had been no further communication from Christine Hibbs, the Principal Planning Officer (Enforcement).

He had, however, received copies of letters from three parishioners sent to either Mrs. Hibbs or Cllr. Roberts setting out their objections to the activities taking place at this site.

Cllr. Roberts informed the meeting that he and Mrs. Hibbs had met concerned neighbours the previous Friday. Mrs. Hibbs had explained that the District Council was taking action to regularise the situation and had requested a planning application for change of use which was still awaited, the would-be applicants' solicitor pleading illness as the cause of delay.

A number of issues needed resolving which were involving the highways authority, DEFRA and the police.

The District Council had now issued a Requisition for Information and would formally respond once it had been received.

It was agreed that the Parish Council should keep the matter under continuous review.

(ii) Hill Top, High Meadow, Longdon Green

The Clerk reported that he had, as yet, not received a reply to his latest letter.

Cllr. Mrs. Duckett said that Mrs. Robb had been away for the past month, first through illness and then on leave.

He added that the work carried out at this site had amounted to a re-building far beyond the extension earlier approved.

Cllr. Roberts said that he would speak to Mrs. Robb on her return.

(iii) Draft Rights of Way Improvement Plan

Cllr. Stanfield said that the next meeting of the Highways and Footpaths Working Group would take place on November 5th, and he would make sure that a scrutiny of this Plan would be on the agenda.

(iv) Footpath between Nos. 31 and 33 Church Way, Longdon

The Clerk reported that he had received from Royston Simms, of 31 Church Way, Longdon, a letter dated 17th September 2007 asking to be advised of the status which the above footpath would be given if it appeared on a definitive rights of way map, who would own it and who would maintain it.

He had added that, while the deeds of his property showed the footpath, it was not shown on any new Ordnance Survey Map.

The Clerk said that he had been advised by County Councillor Lewis that the County Council was now taking an active interest in the status and management of the footpath.

The Chairman suggested that it was, after all, no more than a country path and, at most, needed treating with weed-killer.

The Clerk pointed out that Mr. Simms had been the only parishioner to complain to the Council about the condition of this footpath, even though it was regularly used.

(v) Badger Brook Farm, Giddywell Lane, Longdon

Cllr. Juxon reported that he had once again received a complaint from a local resident regarding the activity taking place on this site.

Quite heavy machinery was being used there, and there was a suspicion that a ménage was being created there.

It was agreed that the planning authorities should be notified.

(vi) Adoption of Revised Model Code of Conduct

The Clerk reported that he had received from Kimberley Connell, Policy and Guidance Administrator, The Standards Board for England, Lever Street, Manchester, a letter dated 2nd October 2007, asking him to confirm whether, in adopting the Revised Code, the Council had made any amendments.

He was instructed to confirm that no amendments had been made.

Reminding the Council of the statutory requirement to advertise its adoption of the Revised Code, the Clerk said that he had not received an acknowledgement from the Clerk of Elford Parish Council over her email to a number of parish councils suggesting that they shared the cost of a multiple advertisement; he was instructed to arrange for an advertisement to appear on behalf of Longdon Parish Council.

(vii) Unauthorised Roadside Signs

The Clerk read out the draft of a letter which he had prepared to be sent to the various parties who had been displaying unauthorised signs on the highway verge along the A51.

The text was approved, and the Clerk was instructed to despatch the letters forthwith.

(viii) Remedial Treework on Spinney off Lysways Lane, Longdon Green

The Clerk reported that he awaited quotations from Midland Tree Management and A. Dunford & Son.

6. PLANNING(i) Report of Working Group

Cllr. Stanfield reported that, since the last meeting, the Working Group had considered the following planning applications and recommended the Council to submit the following observations, which the Council then endorsed:

07/00987/FUL: Longdon Stud Ltd.: Erection of studman's dwelling: Longdon Stud, Bardy Lane, Upper Longdon

Whilst the proposed siting of the dwelling and its design were a considerable improvement on the original proposal (although the Parish Council would question the need for a vet's accommodation), the Council still objected in principle to the proposal.

There was clearly not only a physical separation of this proposed unit from the existing but also a functional separation, given the applicants' assertion that they wished to prevent as far as possible the spread of disease from one unit to another.

The Parish Council therefore remained unconvinced that the provision of eleven stables justified the provision of a new dwelling and whether this unit would be financially viable.

The stables for which this dwelling was being justified had not yet been constructed, and the Parish Council would question what provision had been made to ensure that they would be erected if permission was granted for the dwelling proposed.

07/00978/COU: Mr. T. Cox: Change of use of stables/workshop to offices, welfare area and small tools store room: Holly Farm, Chorley

The Parish Council objected to this application on the following grounds:

1. Stable Block A was constructed of timber with a metal roof, and the proposed conversion would not fall within Policy DC4 (1), as the building was not "of permanent and substantial construction". It was noted that the conversion proposed involved the provision of a new roof with eight new roof lights and an extension to the building to provide a glazed walkway.
2. In relation to Building B, whilst this was of a more substantial construction, nevertheless the change of use would involve significant alterations, including the provision of a new roof with five new roof lights and three new windows.
3. The applicant's agents have specified that the building would be occupied by Mr. Hughes, of Brook Farm, and Miss Cox, of Chorley Hall Farm. An inspection of these premises would reveal that there were substantial buildings at both these premises which would be more appropriate for the use proposed. Indeed, at Brook Farm, which did not now appear to be used for agricultural purposes, planning permission was granted in 1998 for a number of buildings, including a farm office.
4. The land to the north-west of the application site has for some time been used for storage of building materials, presumably in connection with the building company referred to; this was considered to be inappropriate development in the Green Belt, and, as far as the Parish Council was aware, did not have the benefit of planning permission. This use should therefore be considered with this application.

07/00998/ABN: Serviticum Ltd.: Agricultural Determination – Grain and machinery store: Land at Chestall Hall Estate, Beaudesert Park, Cannock Wood

The Parish Council had no objection to this application.

07/00999/FUL: Mr. A. Rowe: Two-storey side extension to form lounge and bedroom with en suite and extension to garage including a new pitched roof: 70 High Street, Longdon

The Parish Council had no objection to this application.

(ii) 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:

06/00755/FUL: Longdon Stud Ltd.: Replacement purpose-built stable block: Longdon Stud, Bardy Lane, Upper Longdon

07/00679/FUL: Mr. J. Woodward: Rear and side extensions to form bedroom, utility, tackroom, garden room at ground level with bedroom at first floor: Cringle Ford, Lower Way, Upper Longdon

07/00784/FUL: Mr. Crarer: Erection of conservatory: Brook House, Longdon Green

07/00793/REM: Mr. and Mrs. R. Bate, Erection of detached dwelling: Pine Ridge, Brereton Hill Lane, Upper Longdon

07/00840/FUL: Mr. and Mrs. Jules: Erection of summer house/store and new roof to existing pergola: Brooklands, Hay Lane, Longdon Green

(iii) Other Planning Matters

(a) Withdrawal of Applications

The Clerk reported that he had received notice of the withdrawal of the following planning applications:

07/00555/FUL: Mr. P. Boston: Erection of a seven-bay steel portal frame building for machinery storage: Hawcroft Grange Farm, Hood Lane, Longdon (withdrawn on 17th August 2007);

07/00754/FUL: Longdon Stud Ltd.: Erection of studman's dwelling: Longdon Stud, Bardy Lane, Upper Longdon (withdrawn on 20th September 2007).

(b) Grand Lodge, Horsey Lane.

The Clerk reported that he had received from Christine Hibbs, Principal Planning Officer, Democratic, Development and Legal Services, Lichfield District Council, a letter dated 1st October 2007, advising the Council that the Conservation team were aware of the work being carried out at Grand Lodge and that none of it required LBC.

She assured the Council that the work was being closely monitored and that advice had been given on all aspects of the work.

The premises were unoccupied at present, and it was thought that the owners had sold the property to Maple Property Developments, who were carrying out the work.

(c) Lichfield District Strategic Housing Land Availability Assessment

The Clerk reported that he had received from Neil Cox, Principal Development Plans Officer, Democratic, Development and Legal Services, Lichfield District Council, a letter dated 20th September 2007 asking to be made

aware of any sites that the Parish Council would like looked at as part the Assessment, either for housing or mixed use development and providing a checklist which he asked to be returned completed no later than 31st October 2007.

Cllr. Roberts reminded the meeting that the number of houses was higher than the District Council would have liked, but lower than the highest figure initially proposed.

However, Councillors decided that there were no sites within the parish that they could put forward in response to Mr. Cox's enquiry.

(d) Cannock Chase Local Development Framework – Developer Contributions
Draft Supplementary Planning Document

Councillors concluded that this document had been sent as a courtesy for information only and did not require them to comment.

7. REPORTS OF MEETINGS

(i) Lichfield District Parish Forum: September 13th

The Chairman gave a short report on a meeting of the Lichfield District Parish Forum which had taken place in the Council Chamber, District Council House, Frog Lane, Lichfield, on Thursday, September 13th, 2007, and which he, the Vice-Chairman and the Clerk had attended.

There had been a presentation by Steve Langston, Health and Safety Manager, Lichfield District Council, on Health and Safety legislation, together with a four-page handout.

Relevant to the Parish Council was the extension of the meaning of the word "employees" to include volunteers and the suggestion that the legislation therefore affected parish councillors, and it was agreed that the Clerk should write to the Chief Executive of the Staffordshire Parish Councils' Association for guidance.

There had then been group-work to identify Parish and District priorities over the next four years; these had been established as Clean Environment, Listening to People, Local Facilities, Value for Money and Community Safety.

The meeting had been well attended, and it was agreed that the Council should continue to support the Forum.

(ii) Cannock Wood and Gentleshaw Country Fayre

The Chairman reported that the Fayre had been a great success, and a credit to the organisers; it had attracted a great number of people and, together with the evening Barn Dance, had raised £2600.

It was intended to stage a similar event in 2008, when it was hoped the local school, absent this year, would support it in some way.

The Clerk added that he had received from Richard Poynton, Treasurer of the Organising Committee, a letter dated 16th September 2007, thanking the Council for its donation.

(iii) Proposed Wind Farm Development at Bleak House, Cannock – Invitation to
Councillors' Preview: October 4th

The Chairman reported that he, Cllr. Andrews and the Clerk had attended a preview of a public exhibition at Burntwood Library, Sankey's Corner, Chase Terrace, on Thursday, October 4th, 2007, at which a team from Green Issues Communications had been present to discuss the proposal to erect three wind turbines on the site of the former opencast colliery at Heath Hayes.

He was doubtful about the claims being made for the amount of electricity expected to be generated from this site and suggested that, once the generous subsidy being offered by the Government was withdrawn, commercial companies would quickly lose interest.

Cllr. Andrews expressed the view that that the re-designed turbines, lower in height than originally proposed, would, in consequence, be less effective; he reminded the meeting of the concern over the danger which these turbines would present to birds, particularly the water-fowl which made Chasewater their home.

Each Councillor had been provided with a postcard on which to record their comments, and the Chairman and Cllr. Juxon had already completed and returned theirs.

8. NOTICE OF MEETINGS

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

- (i) SMP Seminar – “Play and Leisure Provision for Parish Councils”: Tuesday, October 9th, 2007, at Holthorpe Hall, Theddingworth, Leicestershire, from 6. 30 p.m. to 9. 00 p.m.
- (ii) Staffordshire County Council Contingency Planning Exercise – Operation Canks Wood: Tuesday, October 23rd, 2007, in the Oak Room, County Buildings, Martin Street, Stafford, from 9. 20 a.m. to 1. 30 p.m.
This exercise was part of a National Contingency Planning Exercise being run by DEFRA and was intended to test the County’s ability to respond to a major incident of rabies.
- (iii) Staffordshire Parish Councils’ Association Annual General Meetings and Conference: Saturday, November 3rd, 2007, in the Council Chamber, County Buildings, Martin Street, Stafford, commencing at 10. 00 a.m. and ending at 3. 30 p.m.
The Clerk would be unable to attend, but Cllr. Stanfield expected to be present and would propose a motion on behalf of the Council objecting to the exclusion of Councillors from a meeting once they had declared a prejudicial interest, the wording of which he would agree with the Chairman.

9. GREENS AND OPEN SPACES

(i) Friends of Gentleshaw Common

The Clerk reported that he had received from Richard Poynton, Treasurer of the Friends of Gentleshaw Common, a letter dated 16th September 2007, advising the Council that he would raise a cheque for the amount remaining in the organisation’s account and try to obtain a further signature or otherwise discuss with the bank ways of returning the funds to the Parish Council.

(ii) Mowing Contract

The Clerk reported that he had received from Graham McCulloch a report dated 13th September 2007, stating that he had encountered no problems while carrying out the latest cut and that he had also mown the centre of Longdon Green, for which he had invoiced the Council.

(iii) Elimination of Moles on Longdon Green

The Chairman reported that Peter Cartwright was waiting for the right conditions before using gas to exterminate the moles on Longdon Green.

He doubted whether there were more than two moles active on the Green, but needed to distinguish their main runs from their feeding tunnels.

(iv) Gentleshaw Common

The Clerk reported that he had received from Tamara Kabat, Biodiversity Officer, Lichfield District Council, and Justine Lloyd, Countryside Officer, Lichfield District Council, an email dated 5th October 2007, complaining that the minutes of the July meeting of the Parish Council had not accurately reported what had been said at the recent meeting between the Chairman and Ms. Kabat.

Specifically, the implication had been that all works on Gentleshaw Common had been shelved and resources diverted to Chasewater, whereas, while, until July, the highest priority of the Countryside team had been to set up the grazing project at Chasewater Country Park, this had been funded under a separate project and consequently had not affected resources allocated to Gentleshaw Common.

The Chairman had been advised that now that the grazing project was underway,

Ms. Kabat had been able to allocate time to the project looking at the grassed area opposite Gentleshaw Primary School (which was not part of the Gentleshaw SSSI) and was arranging to meet with the school to discuss a planning project. A solution to the parking problem was still being sought.

The belief that a management plan for Gentleshaw Common had been in preparation for the past ten years was also inaccurate, since there had been continual management plans for Gentleshaw Common, based on the review and renewal of plans over time, each plan replacing the previous one as an updated version.

Work to maintain the Common had been continuous over this time, and had been particularly increased since 1992 under environmental stewardship funded by DEFRA

The Clerk had just been sent a copy of the most recently updated nature conservation management plan.

The Countryside team was aware of its statutory function to maintain the SSSI area on Gentleshaw Common and had completed works in order to achieve this, including, this year, the control of bracken and Japanese Knotweed and the creation of wetland pools on the site.

Three interpretation boards had been provided and an invertebrate survey of the site completed. Scrub control work was planned for this winter.

The Chairman recalled that, at a meeting with a previous Countryside Officer, at which Cllr. Welch had also been present, they had been advised that work on Gentleshaw Common had been discontinued following the withdrawal of funds by DEFRA. Unfortunately, Cllr. Welch's early departure from the meeting meant that he was no longer present to confirm this.

The Chairman also pointed out that the recent management plan was the third in less than five years and, while it pointed out areas of neglect, it was not decisive in urging action.

(Here, Cllr. Roberts told the meeting that the Countryside team fulfilled an advisory role only and had no funds with which to initiate action.)

Concern was expressed by Councillors that the north end of the Common was becoming a forest of self-sets and bracken, and it was also felt that a lot more needed to be done in the area of the brook. However, it was Cllr. Roberts' belief only grazing could preserve the Common as heathland.

On a motion proposed, by Cllr. Andrews and seconded by Cllr. Russell, it was agreed that Ms. Kabat and Ms. Lloyd should be invited to attend the next meeting of the Parish Council, which they had intimated in their email that they were prepared to do.

10. COMMUNITY HALLS

(i) Longdon Village Hall

The Clerk reported that he had received from Cllr. Mrs. Duckett a copy of the minutes of a meeting of the Longdon Village Hall Management Committee held on 3rd September 2007.

11. NOTICE OF REVIEW OF POLLING DISTRICTS AND POLLING STATIONS

The Clerk reported that he had received from Sarah Pearce, Licensing and Electoral Services Manager, Lichfield District Council, an email dated 18th September 2007, enclosing details of a review of polling district and polling stations.

It was proposed that Gentleshaw Primary School should remain the polling station for the Gentleshaw Ward and St. James Primary School the polling station for the Longdon Ward.

However, any person or body had the right to suggest an alternative polling place/station and would be encouraged to give a reason so that it might be given appropriate consideration.

12. LAW AND ORDER

(i) Appointment of Chief Constable

The Clerk reported that he had received from C. P. Simms, the newly-appointed Chief Constable for Staffordshire, a letter dated 21st September 2007, in which he expressed his excitement at returning to Staffordshire Police as Chief Constable and invited support and involvement in improving the services delivered by the Force.

(ii) Neighbourhood Watch

The Chairman reported that he had received from Rob Nunn, Neighbourhood Watch Co-ordinator, an email listing criminal incidents in Longdon and Upper Longdon during August and September.

It was agreed that a decision as to whether to publish these details on the Parish website would be taken at the next meeting of the Council.

13. FINANCIAL MATTERS(i) Accounts for Payment

On a motion proposed by Cllr. Stanfield and seconded by Cllr. Juxon, payment of the following accounts were agreed:

*G. C. McCulloch	Mowing – September: £205. 00 Mowing centre of Longdon Green: £160. 00	£365. 00
Longdon W. I.	Hire of Hall – July 9 th : £12. 00 Hire of Hall - October 1 st : £12. 00 Hire of Hall – October 9 th : £12. 00	£ 36. 00

(* for confirmation)

(ii) Payments Received

Lynn Marshall	Advertisements: “Longdon Life”	£ 15. 00
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(iii) Current Balances

NatWest c/a: £1739. 63 (less uncleared cheques: £389. 00)	The Halifax d/a: £18170. 23
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(iv) Appeals for Grant

No appeals had been received.

(v) Report of meeting of Finance and General Purposes Committee

The Clerk presented a written report on a meeting of the Finance and General Purposes Committee which had taken place in the W. I. Hall on Monday, 1st October 2007 and at which the Chairman, the Vice-Chairman, Cllr. Juxon, Cllr. Mrs. Meere, Cllr. Welch and the Clerk had been present.

Cllr. Andrews and Cllr. Parsons had sent their apologies.

No member of the public had been present.

1. *Presentation of Financial Statement:* The Clerk had distributed copies of a financial statement for the first six months of the current financial year ending 30th September 2007.

This recorded receipts amounting to £16403. 16, compared with £15318. 64 the previous year, and total payments of £6789. 41, as compared with £7834. 92 the previous year.

2. *Recommendations of Independent Internal Auditor:* Amendments to Standing Orders 53 and 68, though agreed in principle, were yet to be formally approved by the Council.

On a motion proposed by Cllr. Stanfield and seconded by Cllr. Andrews, these amendments were approved and adopted.

Mr. Blount had suggested that, as the Council believed that the Job Description removed the need for a Contract of Employment, it should give further consideration to the terms and conditions which it had agreed to include in the Job Description.

On a motion proposed by Cllr. Juxon and seconded by Cllr. Andrews, it was agreed that the phrase 'terms and conditions' should be included.

It had been agreed that the Council should be recommended to appoint its Chairman as Finance Officer with the responsibility of checking invoices and the monthly Schedule of Payments which the Clerk would in future prepare.

This arrangement would allow for the added safeguard of a two-yearly rotation of the office.

The Council would also be recommended to review its investment policy annually in December.

3. Reports of Highways & Footpaths Working Group and the Greens & Open Spaces Working Group: The Committee had received from the above Working Groups reports of meetings which had taken place on 6th August 2007 and 24th July 2007 respectively, both of which recommended a number of projects.

The Chairman had prepared a compendium of these projects, copies of which were distributed to Councillors, and it was agreed that these projects should be considered for action at the next meeting.

(vi) Reconciliation Statement

The Clerk presented a Reconciliation Statement for the first sixth months of the current financial year, ending on 30th September 2007:

<i>Receipts & Payments</i>	<i>Current Balances</i>
Opening Account:£ 9892. 11	The Halifax d/a: £18170. 23
Receipts: <u>16403. 16</u>	NatWest c/a: <u>1724. 63</u>
26295. 27	19894. 86
less Payments: 6789. 41	less uncleared cheques: 389. 00
Total: 19505. 86	19505. 86

14. CORRESPONDENCE SINCE LAST MEETING

(i) The Clerk reported that he had received from Val Heseltine, Secretary, Longdon Produce and Flower Show Committee, a letter dated 15th September 2007, thanking the Parish Council for its support by paying for the hire of the W. I. Hall and Village Hall on the day of the Show.

The Show had been well supported in spite of the poor summer weather, and the Children's Section had been particularly good.

Attendance had been good, and a lot of villagers had enjoyed themselves.

(ii) The Clerk reported that he had received from Charlotte Green, Community Development Officer, Community Council of Staffordshire, a letter dated 20th September 2007, informing the Council that, as part of its Community Development support role,

the Community Council was planning to facilitate informal training for local community members, aimed at increasing involvement of local people in their communities by giving them confidence and skills to facilitate community groups.

Skill needs already identified included chairing a meeting, engaging with community members, funding bids, Local Authority functions and volunteer recruitment, though further input would be welcome.

Further information on this scheme could be obtained from Ms. Green.

(iii) The Clerk reported that he had received from Chris Plant, Business Investment and Support Officer, Lichfield District Council, an email dated 4th October 2007, advising the Council that the Lichfield District Council Business Support Team was running a Rural Business Security Scheme in partnership with a local security company, Central Security Installations, and was offering security grants of up to £1000 to rural businesses with fewer than fifteen employees, though any grant must be match-funded.

As part of the scheme, CSI was providing a free site visit, offering advice on the security measures available, and the Council was being asked to make this known to any local business that might benefit from the scheme.

(iv) The Clerk reported that he had received from Sarah Pearce, Licensing and Electoral Services Manager, Democratic, Development and Legal Services, Lichfield District Council, a letter dated 4th October 2007, enclosing a Statement of Licensing Policy, which the 2003 Licensing Act required it to prepare and publish every three years.

15. OTHER COMMUNICATIONS

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

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

Executive Arrangements – Forward Plan 2006/07 – September – Version 1 (effective from 1st October 2007);
Executive Arrangements – Forward Plan 2006/07 – issued 14th September 2007 (effective 31. 10. 07 – 31. 01. 08).

- (ii) From Heather Gibbons, Democratic, Development and Legal Services, Lichfield District Council:

Calendar of Meetings, fortnight ending 14th October 2007.

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

Licensing Act Applications registered during w/e 14th September 2007;
Licensing Act Applications registered during w/e 21st September 2007;
Licensing Act Applications registered during w/e 28th September 2007;
Licensing Act Applications registered during w/e 5th October 2007.

- (iv) From The Staffordshire Parish Councils' Association:

Newsletter (*contents: AGM; NALC updates; S137 spending; Training News; Internal/External Audit*).

- (v) From The Community Council of Staffordshire:

Annual Report 2006-2007;
"News and Views": Issue No. 1;
Voluntary Village Car Schemes – reminder.

- (vi) From The Cannock Chase AONB Joint Committee:

Management Plan 2004-2009;
Summary of Management Plan 2004-2009.

- (vii) From The Chief Executive, The Standards Board for England:

Town and Parish Standard: September 2007.

- (viii) From DEFRA:

Booklet: "Ways to tackle climate change".

16. ANY OTHER BUSINESS

- (i) Cllr. Stanfield reported that there was standing water at the bottom of School Lane, Gentleshaw.

The Chairman also drew the attention of Councillors to surface water running down Shaw Lane, Gentleshaw.

He suggested that the Council might be able to use moneys from the Highway Maintenance Agreement to carry out remedial work at these locations.

17. DATE OF NEXT MEETING

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