

MINUTES OF A MEETING OF THE PARISH COUNCIL OF LONGDON HELD IN THE W. I. HALL, LONGDON, ON TUESDAY, FEBRUARY 10TH, 2009

Present: Cllr. R. C. Hemmingsley (Chairman); Cllr. The Rev. J. R. Andrews; Cllr. N. J. Bird; Cllr. B. J. Butler; Cllr. A. J. Juxon; Cllr. Mrs. H. A. Meere; Cllr. Mrs. J. A. Russell; and Cllr. S. K. Welch,

Also present were the Clerk; Cllr. N. J. Roberts, of Lichfield District Council; Mr. Julian Bagg, of CgMs Consulting; Mr. Glen Smith, of Park House Design; Mrs. Mary Cope, of Beaudesert Park Farm; Mr. Mark Lewis, of The Grange, Upper Longdon; and four other Longdon parishioners – Mr. Richard Clarke, of Brook End, Longdon; Mr. Cliff Hopkins, of Byron Court, Upper Longdon; Mrs. Hazel Liddle, of Upper Way, Upper Longdon; Mr. R. Whitmore; and Mr. Alex Witt, a Chorley parishioner.

1. APOLOGIES

Cllr. Mrs. G. D. Duckett; Cllr. N. Stanfield; Cllr. M. A. W. Parsons; and County Councillor F. W. Lewis, MBE..

PRIOR TO THE MEETING, Mrs. Claire Billings, Development Control Manager, Democratic, Development and Legal Services, Lichfield District Council, gave a presentation on recent changes in legislation relating to Permitted Development Rights. A summary of these changes is attached as an appendix to the minutes (*Appendix A*).

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday, January 13th, 2009, were, on a motion proposed by Cllr. Butler and seconded by Cllr. Welch, approved and signed.

3. PUBLIC PARTICIPATION

The Chairman welcomed the visitors to the meeting and invited **Mrs. Cope** to address the Council.

Mrs. Cope then read a letter relating to a planning application submitted to Lichfield District Council for a classroom and toilets at Beaudesert Park Farm.

In it she pointed out that outdoor education was being recognised as an important and valuable resource and was delivered through the “Learning in The Outdoor Classroom Manifesto”. The farm currently offered Educational Access for schools, groups and youth organisations through its involvement in the Higher Level Stewardship Scheme with Natural England, who were keen for the farm to have these facilities and would be co-funding the build.

During 2008, over 450 children, including eleven with severe learning difficulties and over 120 adults visited the farm, while Mrs. Cope had visited over 340 children in school to make healthy pizzas and to talk about farming and food products. She was CRB-checked and CEVAS (Countryside Educational Visit Accreditation Scheme) trained.

The provision of a wet-weather facility and toilet was now vitally important for these visits. The classroom and toilets would be housed in a log building with composting toilet units alongside. The aim was also to provide renewable energy, using a bio-diesel generator and heating through wood-burning stoves; rainwater would be harvested for hand-washing. In this way, curriculum areas would be widened to cover sustainable development.

The provision of a facility for year-round use would enable schools to visit at any time and to learn about the needs of a growing crop, animal husbandry conservation, as well as having a 'field-to-fork' activity while on the farm.

In conclusion, Mrs. Cope assured the Council that the whole development would be screened by a hedge. Copies of the letter were then distributed to Councillors.

The Chairman thanked Mrs. Cope for her presentation, adding that the Council was seeking further clarification before deciding on its response.

He then invited **Mr. Lewis** to address the Council.

Mr. Lewis said that, for the last two-and-a-half years, he had been increasingly concerned by the slow movement of the bank adjacent to his property which was now destabilising his boundary wall.

He had in that time exchanged a number of emails with the Assistant Highways Manager at Lichfield and had received acknowledgement that the bank between his property and Grange Hill was highway land.

However, the Highways Department had informed him that there was only sufficient funds to lay a nine-inch kerb, not for measures to contain the bank.

Mr. Lewis had established that the cost of gabions necessary to retain the bank was £200.00 per square metre, and, as he had, out of his own pocket, paid for a survey of the bank and for the removal of dead trees before they fell into the lane, he was reluctant to incur any further expenditure for work which was undoubtedly the responsibility of the County Highways Department; and he was now seeking the support of the Parish Council in his efforts to convince the Department of the urgency of the work.

Cllr. Bird and Cllr. Butler had both visited Mr. Lewis's property the previous Saturday and fully concurred with his assessment of the situation.

The Chairman assured Mr. Lewis that the Parish Council was also anxious to see this work carried out and had been in correspondence with the Divisional Highway Manager on the subject, but had not previously been aware that he had acknowledged that the bank was indeed part of the highway verge. Armed with that information, the Council would now press Mr. Owen to pursue the matter with greater vigour.

It was agreed that County Councillor Lewis should also be included in any correspondence.

He then invited **Mr. Bagg** and **Mr. Smith** to address the meeting.

Speaking for both, Mr. Bagg said that, following the rejection of the planning application relating to extensions at The Grand Lodge, he had now prepared two alternative proposals which he wished to present to the Council as part of a pre-application consultation.

The first option was to reduce the centre wing to one storey but to retain both single-storey wings, the other to retain the two-storey centre wing but dispense with both wings. The glazed link would be retained in order to make a clear distinction between the existing building and the new build, thus reducing the impact of the latter on the former and allowing the removal of the extensions if desired at a later date.

Mr. Bagg further explained that the belief that the front gates would be solid had arisen from a false impression given by the drawing.

He confirmed that the glass doorway shown at the front of the building would remain.

The kennels and outbuildings were not being submitted as part of the pre-application.

Mr. Bagg offered to leave the plans on display with the Council for comment within the next two weeks; however, it was pointed out to him that the Parish Council would not be submitting a comment until a formal application had been received.

Following Mr. Bagg's presentation, the Chairman invited **Mr. Hopkins** to address the Council.

Mr. Hopkins said that there was considerable concern in Upper Longdon at the state in which the Chase had been left after recent thinning and culling; brash was obscuring tracks used by walkers, and heavy machinery had been disturbing the surface, leaving it deep in mud and threatening the bluebells and daffodils which grew there each year.

Cllr. Welch explained that much of the felling had been an attempt to contain phytophthora, a water-borne fungal infection affecting the common pines on the Chase, which were being replaced by Scots pines.

In addition, the Forestry Commission's income was being badly affected by a dramatic fall in the price of timber and as a result were pursuing a policy of 'fell-as-you-sell'.

Brushing was left lying as a matter of policy in order to encourage ground-nesting birds such as night-jars.

However, he would make known the strength of local concern when he next spoke to Ian Hickman, the Regional Manager.

The Chairman said that the Parish Council would consider inviting someone from the Forestry Commission to speak at the Annual Assembly in April.

4. MATTERS ARISING FROM THE MINUTES

(i) Presentation on behalf of South Staffordshire Water

The Clerk reported that he had been advised that the publicity caravan would be in the parish on April 8th and April 9th.

5. PLANNING

(i) Report of Planning Committee

The Chairman reported that, since the last meeting, only one planning application had been submitted for the Parish Council's observations:

09/00050/FUL: D. W. Cope Partnership: Erection of temporary classroom and toilet to facilitate educational visits under Higher Level Stewardship (7 years): Beadesert Park Farm, Horsey Lane, Upper Longdon

Concern had been raised at some of the comments made by the applicants' agents in the accompanying document which seemed to suggest that non-educational activities such as the sale of meat and the serving of refreshments to visitors were being proposed, activities were not covered by the terms of the planning application, and that the expected visitors would not necessarily be from schools and youth groups and their visits could not therefore be classified as 'educational'.

In view of these doubts, it had been decided to seek further clarification to see whether the present application was adequate.

(ii) For Consideration

08/00133/FUL: S. Taylor: Internal and External Alterations: Broad Hazels, Beadesert Park, Cannock Wood

The Clerk reported that he had received from Della Templeton, Senior Planning Officer, Development Services, Lichfield District Council, a letter dated 5th February 2009, informing the Council that the applicant had requested minor amendments to the original proposal comprising alterations to the roof and that copies of the plans showing the amendments were available for inspection at District Council House.

Cllr. Stanfield had inspected these plans and had concluded that the amendments were so minimal that no further comment was necessary.

(iii) Approved by Lichfield District Council

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

08/01327/ABN: Kevin Healey: Building for storage of hay, straw and agricultural produce: Land at High Street, Longdon

(iv) Refused by Lichfield District Council

The Clerk reported that, since the last meeting, Lichfield District Council had issued no Notices of Refusal of Planning Permission relating to the parish of Longdon.

(v) Other Planning Matters

(a) Grand Lodge, Horsey Lane, Longdon

The Clerk that he had received from Kevin and Julie Phillips, owners of The Grand Lodge, a letter dated 19th January 2009, inviting the Council to an informal viewing of the Lodge and its grounds on Sunday, 8th February 2009 at around 2.00 p.m.

However, after consulting the Chairman and Vice-Chairman, he had written declining the invitation on the grounds that such a visit would be contrary to Council policy.

(b) Building at Hollow Farm, Gentleshaw

The Clerk reported that he had received from Christine Hibbs, Principal Planning Officer, Democratic, Development and Legal Services, Lichfield District Council, an email dated 23rd January 2009, informing the Council that the erection of the above building was still being pursued.

She had received a completed Planning Contravention Notice and was in correspondence with the owner as a last attempt to resolve the matter prior to serving an enforcement notice.

Prior to the reading of this communication, the Chairman expressed an interest as a neighbour and refrained from making any comment.

(c) Alleged storage of building materials at land at Brook Farm, Chorley

The Clerk reported that he had also received from Mrs. Hibbs, a letter dated 22nd January 2009, advising the Council that the site office had been removed from this site and that she had been informed by the owner that the building materials currently on the land were being used in conjunction with the development of the adjacent Brook House, and storage was therefore permitted development under Part 4, Class A of the Town and Country Planning (General permitted Development) Order 1995 (as amended).

There was also a small amount of agricultural storage on the site which she had been advised would also be removed.

6. REPORTS OF MEETINGS

(i) Lichfield District Parish Forum: January 15th

The Clerk gave a report on the meeting of the Lichfield District Parish Forum which had taken place in the Council Chamber, District Council House, Lichfield, on Thursday, January 15th, 2008.

There had been presentations by Paul Rochfort, Principal Rights of Way Officer, Staffordshire County Council, on footpaths and rights of way and by Debbie Boffin, Senior Conservation Officer, Lichfield District Council, on conservation area appraisals.

Christine Cole, Recycling and Street Scene Development Officer, had given a short presentation on waste and recycling covering, and there had been an agenda item entitled "Shared Learning" during which a number of parishes shared the highlights and lowlights of its activity in recent months.

The next meeting of the Forum would be on April 6th, when Brian Jenkins, MP, would be present to take part in a question-and-answer session.

(ii) Cannock Chase AONB Advisory Partnership: February 3rd:

Cllr. Welch gave a report on a meeting of the Cannock Chase Area of Outstanding Natural Beauty Advisory Partnership which had taken place at the Ramada Hotel, Cannock,, on Tuesday, February 10th, 2009., and at which Ian Hickman, Regional Manager, The Forestry Commission, had spoken.

His organisation was at present struggling for funding, having suffered a ten per cent cut in the past two years. The sale of timber was a main source of income, but, recently, prices had fallen dramatically.

In the last year or two, the annual outdoor summer concert had brought in vital income.

There was considerable concern over the spread of phytophthera, of which more than one strain was rampant in the area. Oak, rhododendron and bilberry were all being affected. Unfortunately, it was so new that no national policies had been formulated.

7. NOTICE OF MEETINGS

The Clerk reported that he had received notice of the following meetings:

(i) Funding Fair (organised by The Lichfield Community & Voluntary Sector Support): Wednesday, February 11th, 2009, at Wade Street Church, Lichfield, between 4. 00 p.m. and 6. 30 p.m,

Notice of this meeting had been posted on the Parish Website.

(ii) Staffordshire Third Sector Network: Wednesday, February 25th, 2009, at rising Brook Baptist Church, Stafford, from 2. 30 p.m, to 4. 30 p.m.

Agenda: To establish a S3SN Health & Well Being Reference Group.

8. HIGHWAYS AND FOOTPATHS

(i) Report of Meeting of Highways and Footpaths Committee

The Clerk presented a written report on a meeting of the Highways and Footpaths Committee which had taken place in the W. I. Hall, Longdon, on Monday, January 19th, 2009 (*Appendix B*).

Copies of this report had been distributed to Councillor prior to the meeting.

(ii) Report of Site Meeting in Stockings Lane

The Chairman gave a report on a site meeting which had taken place in Stockings Lane on Thursday, January 29th, which he had attended together with County Councillor Frank Lewis and Clive Thompson, the Area Highways Manager (East).

The meeting had been occasioned by letters of complaint sent to Cllr. Lewis by a resident, Mr. David Linford, of The Kennels, Stockings Lane, that ditches in this lane had been filled in by contractors working for the County Council with the result that the lane was flooded whenever there was a heavy rainfall.

Though Mr. Linford, who did not attend the meeting, had claimed that he had evidence to support his claim, he had not presented it to Cllr. Lewis, and Mr. Thompson had not been able to find any record of such work having been carried out on the instructions of the County Council (though Cllr. Juxon recalled that, sometime in the past, contractors had laid fibre optic cables along the lane).

An inspection of the ditch had revealed that, at one spot, a concrete plinth had been laid across it to facilitate access to the field beyond, and that, at another, the ditch had been filled but the pipe laid under it was too narrow to cope with the flow of water at times of heavy rain.

Mr. Thompson was prepared to arrange for the ditch to be cleared out and a longer bore pipe laid, even though maintaining roadside ditches was the responsibility of the owners of the adjoining fields.

However, before the commencement of the work, he would require the two landowners, Mrs. Mildred Power, of Windmill Farm, of Lodge Farm, and Miss Sarah Hollinshead, to each make a contribution of £500. 00.

The Chairman thought that, in view of the fact that maintaining these ditches was their responsibility as landowners, not the Highway Authority's, it was a very reasonable offer.

There was concern that neither Miss Hollinhead nor Mrs. Power might be aware of the position, and Mr. Thompson would be writing to them, putting them in the picture.

(iii) Community Paths Initiative – Bids for 2009/2010

The Clerk reported that he had received from Paul Rochfort, Principal Rights of Way Officer, Development Services Directorate, Staffordshire County Council, a letter dated 9th February 2009, inviting the Parish Council to bid for support for path projects under the Community Paths Initiative Scheme for 2009/2010.

The closing date for the submission of bids was 31st March 2009.

It was agreed that the Council should submit a bid for a grant towards the cost of the proposed footpath leaflets for Gentleshaw.

(iv) Grange Hill

The Clerk was instructed to write to the Divisional Highway Manager asking him to undertake remedial work in Grange Hill as soon as funding was available.

(v) Flooding in Lysways Lane

The Clerk reported that he had received from Richard Harris, Assistant Divisional Highways Manager, Development Services Directorate, Staffordshire County Council, a letter dated 14th January 2009, stating that he could find no record of complaints relating to flooding in this lane.

Mr. Harris's letter caused considerable surprise considering the exchange of correspondence which had taken place between the Parish Council and Mr. Harris's Department last year.

The Clerk reported that, following Cllr. Juxon's earlier complaint, he had driven down Lysways Lane on a number of occasions but had not been able to identify the exact site of the flooding about which Cllr. Juxon had complained.

It was agreed that Mr. Harris should be invited to a site meeting at which Cllr. Juxon would be present.

(vi) Footpath/Bridleway 10

The Clerk reported that he had received from Dawn Green, Rights of Way Assistant, Development Services Directorate, Staffordshire County Council, a letter dated 19th January 2009, informing the Council that the earlier complaint made about the above footpath had been resolved and the path cleared of overgrowth.

(vii) Request for Gritting Bins

The Clerk reported that he had received a request from a parishioner for the return of the grit bins that once stood at the junction of Church Way and Brook End and of Swan Close and Brook End.

He was instructed to contact the Highways Department to establish the County Council's policy regarding the supply of grit bins.

9. GREENS AND OPEN SPACES

(i) Report of Meeting of Greens and Open Spaces

Cllr. Welch presented a written report of a meeting of the Greens and Open Spaces Committee which had taken place in the W. I. Hall, Longdon, on Tuesday, January 20th, 2009 (*Appendix C*).

Copies of the report had been distributed to Councillors prior to the meeting.

(ii) Remedial Work at Spinney off Lysways Lane, Longdon Green

The Clerk reported that A. Dunford & Son had carried out the second stage of the regeneration programme recommended by Rodney Helliwell.

Cllr. Welch confirmed that the work had been carried out to the same high standard as the firm had carried out the first stage.

(iii) Best Kept Village Competition

On a motion proposed by Cllr. Mrs. Mere and seconded by Cllr. Bird, it was agreed that Longdon & Longdon Green and Upper Longdon should be entered in this year's Best Kept Village Competition, the first two jointly in the Large Village Section, the second in the Small Village Section.

The Chairman informed the Council that he had received a request from a member of Cannock Wood Parish Council to include Gentleshaw with Cannock Wood in her Council's entry, but his own enquiries had shown that there was no interest amongst Gentleshaw residents in being involved in the Competition.

(iv) Gentleshaw Common

(a) Management of land opposite Gentleshaw School

The Clerk reported that he had received from John Brown, Land and Property Manager, Democratic, Development and Legal Services, Lichfield District Council, a letter dated 30th January 2009, in reply to his letter of 23rd January 2009 in which he had informed Mr. Brown that Conditions 1 and 5 of the proposed agreement for the management of that part of Gentleshaw Common opposite Gentleshaw School by the Parish Council were unacceptable.

Mr. Brown had confirmed that his Council were fully supportive of the Parish Council's objectives for the land and had suggested that approval of the Parish Council's plans by the District Council did not have to be bureaucratic in that a phone call or site meeting to explain these proposals could identify if there were likely to be any problems.

Records could be kept of any phone call or meeting, and the situation could be regularised in writing at a later date, if desired.

Mr. Brown went on to point out that, without the fifth condition, no arrangements would exist for the termination of the agreement, and while the District Council was fully supportive of the Parish Council's intentions, as landowners his Council must retain the power to recover possession of the land, although this would not be done without explanation.

Copies of this letter had been circulated to Councillors prior to the meeting, and the Chairman read out the draft of a reply which he had written, stressing that the Parish Council would not proceed with the arrangement unless it were given complete autonomy over the scheme.

Cllr. Roberts suggested that Mr. Brown was simply drawing attention to some legal issues which had to be addressed before the scheme could go ahead.

Nonetheless, it was unanimously agreed that the letter drafted by the Chairman should be sent to Mr. Brown.

(b) De-registration and exchange of land

The Clerk reported that he had received from Rob Davis, Common Land Casework Officer, The Planning Inspectorate, Temple Quay, Bristol, a letter dated 3rd February 2009, enclosing a copy of the decision letter referring to an application from Mr. T. Cox, of Holly Farm, Chorley, for the de-registration and exchange of land at Gentleshaw Common.

The Inspector had concluded that, in spite of some irregularities in the application, the intentions of the applicant remained clear and the small negative effect on those having rights of common over the release land, the interest of the neighbourhood were enhanced by the replacement land, and there was a positive benefit in terms of the public interest.

She had therefore concluded that the application should be granted and an Order of Exchange should be given.

(v) Play Area for Longdon Children

The Clerk reported that he had received from Robert McNeil, Chair of Governors, St. James C. E. (V. C.) School, Longdon, a letter dated 9th February 2009, re-affirming the Governors' eagerness to participate in any discussions regarding the above matter.

Cllr. Welch said that he would shortly be convening a meeting of all interested parties.

10. GENERAL ADMINISTRATION

The Chairman distributed copies of the updated Standing Orders, asking each Councillor to sign a formal Confirmation of Receipt.

It was agreed that it should be the responsibility of those Councillors absent from the meeting to arrange with the Clerk to collect and sign for his or her copy, not the Clerk's.

A vote of thanks to Cllr. Hemmingsley was proposed by Cllr. Mrs. Meere and unanimously and enthusiastically approved.

11. LAW AND ORDER

(i) JOG Updates

The Clerk reported that he had received updates for the Joint Operations Group dated 15th January 2009, including enclosures on incidents of fly-capture and monthly performance figures, and 29th January 2009, including enclosures on incidents of fly-capture, the re-launch of Neighbourhood Watch and the re-classification of cannabis.

(ii) Neighbourhood Watch

The Chairman reported that the Neighbourhood Watch Crime Log for January 2009 showed three incidents of criminal activity in the Parish of Longdon: a mountain bike had been taken from the garage of a property in Hawcroft; diesel and tools had been taken from a property in Batesway; and a window had been smashed at a property in Hay Lane.

12. FINANCIAL MATTERS

(i) Accounts for Payments

On a motion proposed by Cllr. Butler and seconded by Cllr. Mrs. Meere, payment of the following accounts, received since the last meeting, was approved:

Longdon W. I.	Hire of Hall – January 19 th : £12. 00;
	Hire of Hall – January 20 th : £12. 00;
	Hire of Hall – February 10 th : £12. 00

09/22

		£ 36. 00
A. Dunford & Son	Work on spinney off Lysways Lane	£ 833. 75
Aqua Jet Services	Make & install two notice-boards for Brook End bus shelters	£ 151. 00
Community Council	BKV entry fees: £24. 00 Posters & handbills: £40. 30	£ 64. 30

(ii) Payments Received

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

Mrs. Margaret Nall Donation towards cost of footpath survey £ 20. 00

(iii) Current Balances

The Clerk reported that, currently, the Council's balances stood as follows:

NatWest c/a:	£1258. 06	The Halifax s/a: £14009. 98
less uncleared cheques:	£ 392. 00	
	£ 866. 06	

(iv) Appeals for Grant Aid

(i) Summer Play Programme 2009

The Clerk reported that he had received from Mary Cooke, Play Development Manager, Leisure and Culture, Lichfield District Council, a letter dated 16th January 2009, asking if the Parish Council would support the Summer Play Programme, as it had done in previous years.

She reminded the Council that, in 2008, there had been a one-week scheme at St. James School, Longdon, which had been fully booked and had provided 126 day places during the five days the scheme was open.

The Clerk was instructed to send Mrs. Cooke one of the Council's Grant Application Forms.

13. CORRESPONDENCE SINCE THE LAST MEETING

(i) The Clerk reported that he had received from Andrew Halden, Contacts Manager, Community Council of Staffordshire, informing the Council that the Community Council was in the process of gathering views of people at a grassroots level about community spirit and involvement, together with the role that community-led planning, including Parish Plans and Village Agents, could have on improving community involvement.

The Community Council was hoping to use this information to support the future direction of the organisation and develop its staffing around the support that communities might wish to receive in future.

Copies of the questionnaire enclosed with Mr. Halden's letter had been distributed to Councillors, who were being invited to complete it and return to the Clerk.

(ii) The Clerk reported that he had received from Viv. Evans, Chief Executive, Staffordshire Parish Councils Association, an email dated 2nd February 2009, asking if anyone was involved with BT to improve broadband speeds in their area.

As far as Councillors were concerned, no-one was.

(iii) The Clerk reported that he had received from Viv. Evans, Chief Executive, Staffordshire Parish Councils Association, a second email dated 2nd February 2009, forwarding details of two consultations provided by NALC.

These consultations were on regulations to control the sale and installation of replacement catalytic converters and diesel particulate filters for passenger cars and light vans and for two- and three-wheeled vehicles; and on the continuation of a scheme of continuous enforcement of motor insurance.

(iv) The Clerk reported that he had received a further email from Mrs. Evans, dated 3rd February 2009, advising the Council that, when the invoices came out for subscriptions (for April 1st), the fees would either not have altered or be increased by up to a maximum of 3.84%.

(v) The Clerk reported that he had received another email from Mrs. Evans, dated 9th February 2009, advising the Council that there was no duty on local councils to take responsibility for Remembrance Day Parades.

The email had also referred to the requirement for Display Energy Certificates in public buildings, though the information provided had no relevance for Longdon Parish Council.

(vi) The Clerk reported that he had received from Andy Haynes, Implementation Manager, Democratic, Development and Legal Services, Lichfield District Council, a letter dated 3rd February 2009, referring to a proposed Code of Practice for Lichfield District for the management of commercial obstructions on public highways.

Copies of the draft proposals had been distributed to members prior to the meeting for later comment.

(vii) The Clerk reported that he had received from Mrs. Audrey Spalding, of The Croft, Longdon, a letter dated 3rd February 2009 expressing her gratitude to the Clerk and Council for their efforts to keep the local bus service running after the withdrawal of The Green Bus Service.

She had found the minibus provided much more comfortable and the drivers very pleasant.

14. OTHER COMMUNICATIONS

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

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

Calendar of Meetings, fortnight ending 1st February 2009;
Calendar of Meetings, fortnight ending 15th February 2009;
Forward Plan – Version 1 – issued 10. 12. 08 – effective for period
01. 01. 09 – 30. 05. 09.

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

Licensing Act Applications registered during w/e 9th January 2009;
Licensing Act Applications registered during w/e 16th January 2009;
Licensing Act Applications registered during w/e 23rd January 2009;
Licensing Act Applications registered during w/e 30th January 2009;
Licensing Act Applications registered during w/e 6th February 2009.

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

Register of Electors - Monthly Applications for 2nd February 2009.

(iv) From Holly Tunley, S3SN Admin. Assistant, Lichfield & District CVS:

E Bulletin – Issue No. 68: January 8th, 2009;
E Bulletin – Issue No. 70: January 30th, 2009.

(v) From The Cannock Chase AONB Unit:

Annual Review 2007-2008.
Draft Management Plan 2009-14;
- Strategic Environmental Assessment
- Appropriate Assessment.

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

“From Time 2 Time””: Issue 19, Winter 2009.

(vii) From The Staffordshire Parish Councils Association:

- Agenda of course on Town & Country (4th February 2009);
- Details of new person offering services as auditor (Ken Jones, Tixall).

(viii) From Wicksteed Leisure. Kettering, Northants.:

Catalogues: Wicksteed Playscapes.

(ix) From The Community Council of Staffordshire:

“News and Views” - February 2009, No. 4.

15. ANY OTHER URGENT BUSINESS

(i) Cllr. Juxon drew the Council’s attention to the fact that Government money was available to repair pot-holes in the county.

It was suggested that anyone concerned about particular pot-holes should ring CLARENCE, the County Highways’ emergency contact, on 0800 232323.

(ii) Cllr Bird and Cllr. Butler both expressed concern over inconsiderate parking opposite The Grange and outside “Sunny Corner” in Upper Way.

The Chairman said that he would send an email to PC Brown, asking him to investigate.

Cllr. Butler also expressed his concern that trees were overhanging the road at the junction of The Grange and Upper Way.

The Clerk was instructed to write to the householder on whose property the trees stood.

16. DATE OF NEXT MEETING

Tuesday, March 10th, 2009, in The Meeting Room, Christ Church, Gentleshaw, commencing at 7. 30 p.m.

Appendix A appended 12 March 2009

Appendix A

The Town and Country Planning (General Permitted Development) (Amendment) (No. 2) Order 2008. In force from 1st October 2008.

Summary of the limits and conditions in respect of ‘permitted development’ that apply to development within the curtilage of a dwelling house (Part 1). If any of these limits or conditions are not met, then it is necessary to apply for planning permission.

Class A – Extensions, improvements and alterations of a dwelling house:

- Not to cover more than 50% of the total area of the curtilage (garden) (excluding the original dwelling) with extensions or buildings.
- Not to exceed the height of the highest part of the existing roof.
- The eaves height of extension/alterations not to exceed the existing eaves height of the house.
- Not to extend beyond the wall of the dwelling that fronts a highway *and* either forms part of the principal elevation or a side elevation of the original dwelling.
- In respect of single storey extensions rear extension to be no more than 4 metres deep for a detached house and 3 metres deep for an attached house.
- Height of single storey extension shall not be more than 4 metres.
- In respect of two storey extensions (or above), not to extend to the rear by more than 3 metres OR within 7 metres of any rear boundary.
- Extensions (single or two storey) within 2 metres of a boundary to have an eaves height of no more than 3 metres.
- Side extensions to be single storey only; not exceed 4 metres in height; and, not be more than half the width of the original house.
- Materials to be similar in appearance to the existing house.
- Extensions or alterations to not include a veranda, balcony or raised platform.
- Side facing windows at any upper floor (including roof lights) to be obscure glazed and non-opening; unless the window is more than 1.7 metres above the floor level of the room it is to serve.
- No external cladding or side extensions permitted in Conservation Areas or Area of Outstanding Natural Beauty (AoNB).

Class B – Roof extensions or alterations:

- Not exceed the highest part of the existing house.
- Not extend beyond a roof slope that forms a principal elevation of the house that fronts a highway.
- Not be more than 40 cubic metres in respect of a terraced house or 50 cubic metres in respect of detached or semi-detached houses.
- Not include a veranda, balcony or raised platform.
- Not be on a house within a Conservation Area or AoNB.
- Materials to be similar in appearance to the existing house.