

MINUTES OF A MEETING OF THE PARISH COUNCIL OF LONGDON HELD IN THE W. I. HALL  
LONGDON, ON TUESDAY, JANUARY 13<sup>TH</sup>, 2009

Present: Cllr. R. C. Hemmingsley (Chairman); Cllr. The Rev. J. R. Andrews;  
Cllr. N. J. Bird; Cllr. B. J. Butler; Cllr. Mrs. G. D. Duckett;  
Cllr. A. J. Juxon; Cllr. Mrs. H. A. Meere; and Cllr. N. Stanfield.

Also present were the Clerk; one parishioner – Mr. Richard Clarke,  
of Brook End, Longdon -; PC Andy Brown, Community Beat Officer;  
Mr. Dave Griffiths, of South Staffordshire Water, and Mr. Trevor Perry,  
of Rotherglen Associates.

1. APOLOGIES

Cllr. M. A. W. Parsons; Cllr. Mrs. J. A. Russell; Cllr. S. K. Welch;  
Cllr. N. J. Roberts, of Lichfield District Council; and County Councillor  
F. W. Lewis, MBE.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday, December 10<sup>th</sup>, 2008, were, on a motion, proposed by Cllr. Juxon and seconded by Cllr. Andrews, approved and signed.

3. PRESENTATION ON BEHALF OF SOUTH STAFFORDSHIRE WATER

The Chairman welcomed Mr. Griffiths and Mr. Perry and invited them to make their presentation about forthcoming work which the company would be carrying out in Longdon later in the year.

Mr. Griffiths then gave details of a scheme to renew the main running from Lysways Lane, via Church Hill, Smithy Lane, Stoneywell Lane and Thorleys Hill, and reaching as far as Gentleshaw.

A smaller main would run from Stoneywell Lane to The Grand Lodge.

For the greater part, the pipes would run under fields, and the owners had already been notified, but there would be some disruption to traffic which would involve the closure of Lysways Lane (for four weeks in the early part of the summer), Church Hill (for about a week) and Smithy Lane (for a day or two).

There would be some re-profiling of Thorleys Hill, during which the lane would be closed for about a week.

The Highway Authority and the utilities had all been consulted, and the project would be well publicised by means of a public relations caravan in the village, as well as in the columns of "The Lichfield Mercury".

A site compound would be located on company-owned land in Chestall Road, Cannock Wood.

The timetable was to erect easement fencing in March and April, to start removing top soil at the beginning of April and to start pipe-laying in May. The new pipe would be brought into operation in November.

Mr. Griffiths said that he expected to be able to provide the Parish Council with a condensed programme by April.

There would be some interruption in the water supply, but this would be kept to a minimum and would occur overnight after the affected households had been notified.

However, it was expected that no more than six properties would be affected at any one time.

Work would be carried out during normal daytime hours – 8.00 a.m. till 5.30 p.m.

At the conclusion of the presentation, the Chairman thanked Mr. Griffiths and Mr. Perry for giving the Council such a detailed account of the project.

#### 4. PUBLIC PARTICIPATION

Mr. Clarke indicated that he was attending as an interested parishioner and did not wish to address the meeting.

#### 5. MATTERS ARISING FROM THE MINUTES

##### (i) Highway Bank at Grange Hill, Upper Longdon

The Clerk reported that he had, as instructed, written to the owner of No. 2, The Grange, Upper Longdon, but had not, to date, received a reply.

Cllr. Bird said that, now that he himself was living in The Grange, he would call at the house.

Cllr. Butler offered to accompany Cllr. Bird.

##### (ii) Flooding in Lysways Lane, Longdon Green

The Clerk reported that he had written to Richard Harris, the Assistant Divisional Highway Manager, but, to date, had not received a reply.

#### 6. PLANNING

##### (i) Report of Planning Working Group

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

Cllr. Stanfield reported that it had been concluded that the present building, similar in size to the proposed second building, should be sufficient to serve the land on which it stood.

It appeared that the applicant needed a second building because his business was the buying and selling of hay and straw.

Since it did not relate specifically to hay and straw produced at the site, it was felt that the application could not be dealt with under Agricultural Determination legislation, but should be the subject of a full planning application.

##### (ii) For Consideration

There were no other plans for the Council's consideration.

##### (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 relating to Longdon:

Longdon Stud Ltd.: Erection of studman's dwelling: Longdon Stud, Bardy Lane, Upper Longdon

The Clerk was instructed to request a copy of the Section 106 agreement into which the applicant had been required to enter.

08/Mr. Stephen Morris: Single-storey side extension to form hall, WC and kitchen: 1 Hay Lane, Longdon

(iv) Refused by Lichfield District Council

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

08/01032/FUL: Mr. & Mrs. Phillips: Refurbishment and single- and two-storey extensions and alterations to form kitchen, utility, billiard room, gymnasium, bedroom with ensuite, plus detached garage, stables/kennels, re-location of swimming pool and re-instatement of entrance gates: Grand Lodge, Horsey Lane, Upper Longdon

REASONS FOR REFUSAL

1. The proposed development by reason of its scale and massing (including that of the extensions and outbuildings) would have a detrimental impact on the listed building and its historic setting and would be detrimental to the character and openness of the Cannock Chase Area of Outstanding Natural Beauty and the Green Belt....
2. It is considered that the development does not constitute 'enabling development' and therefore that no very special circumstances have been put forward to justify the inappropriate development in the Green Belt....
3. The design of the extensions and alterations to the building (Grand Lodge), including the proposed extensions and alterations to the main doorway, the proposed treatment of the windows and the proposed entrance gates would be unsympathetic to the character and setting of the listed building and its surroundings....

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(v) Notice of Appeal

The Clerk reported that he had received from Claire Billings, Development Control Manager, Democratic, Development and Legal Services, Lichfield District Council, a letter dated 18<sup>th</sup> December 2008, in which she informed the Council that an appeal lodged by Mr. T. Cox against the refusal of the District Council to allow the change of use of stables and workshops at Holly Farm, Chorley, to offices, welfare area and small tools storeroom would be considered at an informal hearing to be held in the Council Offices in Frog Lane, Lichfield, on 17<sup>th</sup> February, 2009, commencing at 10.00 a.m.

She had advised the Council that they could attend the hearing and, at the Inspector's discretion, give their views.

On a motion proposed by Cllr. Juxon and seconded by Cllr. Mrs. Duckett, Cllr. Stanfield was given the Council's authority to represent the Parish Council at the hearing.

(vi) Formation and Constitution of Planning Committee

On a motion proposed by Cllr. Stanfield and seconded by Cllr. Butler, it was agreed that the Planning Working Group should be dissolved and replaced by a Planning Committee.

Membership should remain unchanged with the exception of Cllr. Parsons, who had informed the Council, in a letter dated 7<sup>th</sup> December 2008, that he would not put himself forward for membership if Cllr. Butler and Cllr. Welch, both of whom, like Cllr. Parsons, lived in Upper Longdon, wished to continue as members of the Committee, which both did.

It was further agreed, as part of the same resolution, that Cllr. Stanfield would be Chairman of the Committee and, as Chairman, would have the discretion to call meetings of the full Committee, but, in order to meet the time limit of twenty-one days to submit comments (fourteen days in the case of amended plans), the present arrangement for plans to be seen by a quorum of Committee members would be continued.

The Chairman reminded the Council that the Planning Committee would not have the authority to recommend or object to acceptance of planning applications, which could only be the decision of the full Council, though Standing Orders allowed the Chairman, Vice-Chairman and the Clerk to make the decision on behalf of the Council in certain circumstances.

7. REPORTS OF MEETINGS

No reports were submitted, though Cllr. Stanfield informed the Council that the Executive Committee of the Staffordshire Parish Councils Association had re-appointed him as its representative on the committee of Staffordshire Branch of the Council for the Protection of Rural England.

8. NOTICE OF MEETINGS

The Clerk reported that he had received notice of only one meeting, that of the Lichfield District Parish Forum which was taking place in the Council Chamber, District Council House, Frog Lane, Lichfield, on Thursday, January 15<sup>th</sup>, 2009, commencing at 7. 15 p.m.

Neither the Chairman nor Cllr. Stanfield would be able to attend, but the Clerk hoped to be present.

9. HIGHWAYS AND FOOTPATHS

(i) Highways and Footpaths Committee

Cllr. Stanfield reported that there would be a meeting of the Highways and Footpaths Committee in the W. I. Hall, Longdon, on Monday, January 19<sup>th</sup>, 2009, commencing at 7. 30 p.m.

10. GREENS AND OPEN SPACES

(i) Meeting of Greens and Open Spaces Committee

The Clerk reported that the next meeting of the Greens and Open Spaces Committee would take place in the W. I. Hall, Longdon, on Thursday, January 20<sup>th</sup>, 2009, commencing at 7. 30 p.m.

(ii) Report on meeting with Richard King and other District Council Officers

The Chairman reported on a meeting which had taken place in the Committee Room at District Council House, Frog Lane, Lichfield, on Monday, December 15<sup>th</sup>, 2008, which he and the Clerk had attended.

Also present were Richard King, Strategic Director, Democratic, Development and Legal Services; John Brown, Land and Property Manager; Justine Lloyd, Countryside Officer; Christine Hibbs, Principal Planning Officer (Enforcement); and Kevin Yates, Parks Manager.

The purpose of the meeting had been to discuss the Parish Council's request to assume management of that part of Gentleshaw Common opposite Gentleshaw School and to learn what action was being taken to prevent the continuing abuse of that part of the Common adjacent to Hollows Farm.

Mr. King had confirmed that the District Council was prepared to convey the management of the grassed area opposite the school to the management of the Parish Council, but had advised that there were statutory rights that the Parish Council would have to observe.

In turn, Cllr. Hemmingsley emphasised that, while the Parish Council was ready to seek and accept advice, it would expect autonomy over decision-making, subject to those statutory obligations, since it would be funding the project.

Asked if he thought the Parish Council might be prepared to purchase the site, Cllr. Hemmingsley had pointed out that, from the Parish Council's perspective, there would be no point, since, by managing the site, it would have as much control over it as it either needed or wanted.

Mr. Brown had brought the discussion to an end by saying that he would draw up a document confirming his Council's willingness to transfer management of the site to the Parish Council (The Clerk reported that he had subsequently received a letter from Mr. Brown dated 17<sup>th</sup> December 2008, in which he had confirmed that he was preparing a report for the Democratic and Legal Services Portfolio Holder and would write again in due course).

On the subject of the parking of commercial and agricultural vehicles on common land adjacent to Hollows Farm - in which Cllr. Hemmingsley had first declared an interest as a neighbour -, Mr. Brown had said that a letter had been written to the farmer reminding him that this was unlawful and subject to penalties, though he thought it probable that the site would have to be protected with a series of wooden posts.

Mrs. Hibbs confirmed that she was still pursuing the farmer over his erection of the building without first obtaining planning permission and, while she had speculated that the matter might not be pursued to a satisfactory conclusion, she had also acknowledged that the site was within an Area of Outstanding Beauty.

The Chairman noted that, since the meeting, the site had, in fact, been cleared of all vehicles and machinery, and it was agreed that the District Council should be so informed.

Finally, the Clerk reported that he had received from the Head Teacher of Gentleshaw Primary School a letter dated 12<sup>th</sup> December 2008 stating that the school would be very happy to help in any way in the management of the green.

### (iii) Proposed De-registration and Exchange of Land

The Clerk reported that he had received from Rob Davis, of the Common Land Casework Team, The Planning Inspectorate, Bristol, a letter dated 23<sup>rd</sup> December 2008 in which acknowledged the Parish Council's interest in the bridleway issue and enclosed a copy of Staffordshire County Council's rights of way definitive map and statement of the area concerned.

He asked that any final comments on the bridleway should be sent to him within fourteen days.

### (iv) Play Area for Longdon Children

The Clerk reported that he had received from Robert McNeil, of Berkeley Way, Longdon, a letter dated 12<sup>th</sup> December 2008, informing the Parish Council that the Governors of St. James School would be happy to provide a representative to a meeting to discuss the provision of a play area within the area.

The Clerk also reported that he had received a letter from Richard Clarke, a member of the Management Committee of the Longdon Club and Institute, dated 5<sup>th</sup> January 2009, informing the Council that the Club was very willing to send a representative or two to an inaugural meeting to consider a play area and to take part in a working party if implement decisions, if such a committee were formed.

It was agreed that these letters should be referred to the Greens and Open Spaces Committee for consideration at its meeting on January 20<sup>th</sup>.

## 11. PUBLIC TRANSPORT

### (i) Service No. 14 (Rugeley – Lichfield)

The Clerk reported that he had received from Hayley Slater, Passenger Transport Assistant, Development Services Directorate, Staffordshire County Council, an email dated 15<sup>th</sup> December 2008 informing the Council that, from January 19<sup>th</sup>, 2009, the above service, currently operated by the Green Bus Services, would be operated by Eagle Travel.

All route and timetable details would remain the same.

### (ii) Local Service (Lichfield) – Initial Consultation

The Clerk reported that he had also received from Hayley Slater, a letter dated 19<sup>th</sup> December 2009, informing the Council that the County Council was reviewing the provision of local bus services in the Lichfield area and was seeking the views of the Parish Council regarding the level of bus service which the County Council was seeking to provide.

A questionnaire had been enclosed, a copy of which had been distributed to each Councillor prior to the meeting.

## 12. GENERAL ADMINISTRATION

### (i) Proposed Amendments to Standing Orders

The Chairman introduced proposed amendments to Standing Orders Nos. 7, 8 and 47 and Standing orders Nos. 70, 71 and 72 which were being recommended for adoption by the Finance and General Purposes Committee (*Appendix A*).

These related to the constitution of a quorum, the suspension of Standing Orders and the delegation of executive powers to enable urgent decisions to be made.

A motion proposed by Cllr. Stanfield and seconded by Cllr. Butler that these amendments should be accepted as tabled was unanimously approved.

### (ii) Model Publication Scheme for Parish, Town and Community Councils

Councillors considered a model publication scheme sent by the Staffordshire Parish Councils Association, copies of which had been distributed to councillors prior to the meeting.

After a discussion of its contents, it was concluded that the issues which it raised were already covered by the Council's Standing Orders.

## 13. LAW AND ORDER

### (i) Joint Operations Group Update

The Clerk reported that he received a Joint Operations Group Update dated 12<sup>th</sup> December 2008.

It contained no information which directly related to the Parish of Longdon.

### (ii) Report of Local Community Beat Officer

PC Brown reported that, in the last two months, there had been three incidents of criminal activity in the parish, two involving breaking into containers parked in fields.

The third had been the theft of tools from Greenhill Nursery, in Gentleshaw.

There had recently been a case of sheep-worrying when two Rottweilers had savaged a flock of sheep, killing six and injuring a further four so badly that they had had to be put down.

The farmer had shot both dogs, as he was entitled to do, and their owner had agreed to pay full compensation, so there would be no prosecution.

(iii) Visit to Longdon

PC Brown informed the Council that he would be visiting all five of the villages within his beat on Saturday, January 25<sup>th</sup>, and would be in Longdon between 2.45 p.m. and 4.00 p.m., parked in the Village Hall car park.

Cllr. Mrs. Duckett offered him the facilities of the Hall, and the Clerk offered to provide refreshments.

PC Brown said that he hoped that such visits would become a regular feature and planned to pay a second visit in March.

He added that Sergeant Holroyd, who had recently replaced Sergeant Hudson, hoped to visit all parish councils within his area of responsibility.

#### 14. FINANCIAL MATTERS

(i) Accounts for Payments

Payment of the following accounts, received since the last meeting, were, on a motion proposed by Cllr. Stanfield and Cllr. Mrs. Meere, approved and signed:

Longdon W. I.	Hire of Hall – January 13 <sup>th</sup>	£ 12.00
Lichfield District Council	Annual charge in respect of refuse collection: Christ Church, Gentleshaw	£ 287.50
Aqua Jet Services	Repairs to Longdon Green bus shelter: £245.00 Make & install 3 benches: £705.00 Supply 12 600x600 slabs: £ 60.00 Labour for tree-planting & slab-laying £120.00	£1130.00
Harry Stebbings Workshop	Supplying cork/rubber composite	£ 51.87
Mavesyn Nurseries	6 trees, tree stakes & tree ties	£ 144.00

(ii) Payments Received

The Clerk reported that, since the last meeting, the Council had received the following payments:

Paul Adams	Advertisement: “Longdon Life”	£ 5.00
“The Swan with Two Necks”	Advertisement: “Longdon Life”	£ 8.00
Lichfield Diocesan Board of Finance	Grant towards cost of upgrading footpath	£ 500.00

(iii) Current Balances

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

NatWest c/a:	£699. 43	The Halifax s/a: £16009. 98
(less uncleared cheques:		
	1432: £ 36. 00	
	<u>1436: £ 36. 00</u>	
	£627. 43	

(iv) Appeals for Grant Aid

The Clerk reported that he had now received a completed Grant Application Form from St. Giles Hospice in support of its request for financial support.

On a motion proposed by Cllr. Juxon and seconded by Cllr. Butler, it was unanimously agreed that the Council should make a donation of £200. 00.

(v) Financial Statement for 3<sup>rd</sup> Quarter of Financial Year ending 31<sup>st</sup> March 2009

The Clerk presented a financial statement for the third quarter of the current financial year, copies of which had been distributed to Councillors prior to the meeting (*Appendix A*).

This showed an opening account of £14533. 16, receipts totalling £17240. 37 and payments totalling £15136. 14.

The figures showed that expenditure was comfortably within budget.

(vi) Independent Internal Auditor

The Clerk reported that John Blount had notified him that, owing to the pressure of other commitments, he would no longer be able to act as the Council's Independent Auditor and had recommended Alan Toplis as his successor.

The Clerk added that he had spoken to Mr. Toplis, who had had considerable experience as Clerk to Alrewas and Fradley with Streethay Parish Council and as a financial adviser to Lichfield Diocese and had been prepared to fulfil the role for the current financial year at a fee in the region of £90. 00.

On a motion proposed by Cllr. Butler and seconded by Cllr. Andrews, it was agreed that the Clerk should invite Mr. Toplis to act as the Council's Independent Internal Auditor for the financial year 2008-09.

(vii) 2009 – 2010 Precept

The Clerk reported that he had received from Graham Keatley, Financial Services Manager, Finance, Revenues & Benefits, Lichfield District Council, a letter dated 29<sup>th</sup> December 2008, enclosing a Parish Precept Request form and asking for it to be completed and returned by 3<sup>rd</sup> February 2009.

On a motion proposed by Cllr. Stanfield and seconded by Cllr. Mrs. Duckett, it was agreed that the precept for 2009-2010 should be £13650. 00, unchanged from current financial year.

15. CORRESPONDENCE SINCE LAST MEETING

(i) The Clerk reported that he had received from Graham Biggs, MBE, Chief Officer, Rural Services Network, a letter dated 12<sup>th</sup> December 2008, inviting the Council to join his organisation, a not-for-profit organisation established to argue on behalf of rural services and the financial provision to them, and also to network and seek to establish and promote best practice.

The annual subscription rate was £60. 00.

No decision was taken on how to respond to Mr. Biggs's invitation.

(ii) The Clerk reported that he had received from Christine Cole, Recycling and Street Scene Development Officer, Operational Services, Lichfield District Council, an email dated 31<sup>st</sup> December 2008, enquiring on behalf of a local company whether the Council had a suitable piece of land in the parish for a textile recycling point.

However, the Council owned no such piece of land.

(iii) The Clerk reported that he had received from Wendy Maddox, Administrative Assistant, Governors Services, Department of Children and Lifelong Learning, a letter dated 2<sup>nd</sup> January 2009, advising the Council that a vacancy existed for a Local Education Authority Governor at Gentleshaw Primary School and inviting the Council to submit a nomination.

However, the Council declined to submit a nomination.

(iv) The Clerk reported that he had received from Mrs. Avril Green, Fund Raiser – Cruse Bereavement Care, a letter dated 5<sup>th</sup> January 2009, apologising for making a second request for a donation in the same financial year and explaining that she had only recently taking over the role of fund-raiser after her predecessor had left suddenly.

She added that she would make a request in the next financial on a downloaded application form.

(v) The Clerk reported that he had received from Mr. Rob Spencer, a former resident of Longdon now living near Hay-on-Wye, an undated letter describing “Longdon Life” as “a first class magazine”.

The Clerk explained that Mr. and Mrs. Spencer, as former parishioners, were regularly sent a copy of the magazine.

## 16. 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 21<sup>st</sup> December 2008;  
Calendar of Meetings, fortnight ending 4<sup>th</sup> January 2009;  
Calendar of Meetings, fortnight ending 18<sup>th</sup> January 2009;  
Forward Plan – Version 1 – issued 17. 12. 08. – effective for period  
01. 01. 09 – 30. 04. 09.

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

Licensing Act Applications registered during w/e 12<sup>th</sup> December 2008;  
Licensing Act Applications registered during w/e 19<sup>th</sup> December 2008;  
Licensing Act Applications registered during w/e 26<sup>th</sup> December 2008;  
Licensing Act Applications registered during w/e 2<sup>nd</sup> January 2009.

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

Monthly Applications for 2<sup>nd</sup> January 2009.

(iv) From Paul Rowsell, Local Democracy, Communities and Local Government,  
Bressenden Place, London:

“Communities in Control – Real people, real power”  
Code of recommended practice on local authority publicity  
– a consultation.

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

E Bulletin – Issue No. 65, 11<sup>th</sup> December 2008;  
E Bulletin – Issue No. 66, 18<sup>th</sup> December 2008;  
E Bulletin – Issue No. 67, 23<sup>rd</sup> December 2008;  
Artemis Children’s Workforce Induction Programme.

(vi) From The Highways Asset Manager, Development Services Directorate,  
Staffordshire County Council:

Winter Driving Leaflet (2 copies).

(vii) From The Staffordshire Parish Councils Association:

Newsletter – December 2008  
(enclosures: The Best Kept Village Competition;  
Parish Council Information programme;  
Community First Village Hall Insurance);  
Information Sheet (by email): Exclusion of Public.

(viii) From The National Association of Local Councils:

“LCR”: Volume 60, Number 5 – January 2009.

(ix) From The Community Council of Staffordshire:

2009 Diary of Village Festivals and Events – form.

(x) From The Staffordshire Wildlife Trust:

“Staffordshire Wildlife”: No. 104, December 2008;  
“Natural World”: Issue 84, Winter 2008;  
Trust Events 2009;  
Cannock Group Diary Dates: January – April 2009;  
Catalogue: wild bird feed (Vine House Farm Bird Foods).

(xi) From The Staffordshire Strategic Partnership:

The Staffordshire Local Compact (draft v1) 2008-2011

(xii) From The West Midlands Regional Assembly:

WMRSS Update – January 2009.

## 17. ANY OTHER URGENT BUSINESS

There was none.

## 18. DATE OF NEXT MEETING

Tuesday, February 10th, 2008, in the W. I. Hall, Longdon,  
commencing at 7. 30 p.m.