

MINUTES OF A MEETING OF THE PARISH COUNCIL OF LONGDON HELD IN THE W. I. HALL,
LONGDON, ON TUESDAY, MAY 12TH, 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. N. Stanfield; and Cllr. S. K. Welch.

Also present were the Clerk and County Councillor F. W. Lewis, MBE

1. APOLOGIES

Cllr. Mrs. H. A. Meere; Cllr. Mrs. J. A. Russell; and Cllr. N. J. Roberts,
of Lichfield District Council.

2. MINUTES OF THE PREVIOUS MEETING

On a motion proposed by Cllr. Juxon and seconded by Cllr. Butler, the minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday, April 14th, 2009, were approved and signed.

3. MINUTES OF THE ANNUAL ASSEMBLY

On a motion proposed by Cllr. Mrs. Duckett and seconded by Cllr. Juxon, the minutes of the Annual Assembly, held in St. James C. E. (V. C.) School, Longdon, on Tuesday, April 21st, 2009, were approved and signed.

4. PUBLIC PARTICIPATION

No members of the public were present.

5. MATTERS ARISING FROM THE MINUTES

(i) Street Cleaning in Upper Longdon

The Clerk reported that, as scheduled, street cleaning had been carried out in Upper Longdon on April 21st.

(ii) Grange Hill, Upper Longdon

Cllr. Lewis said that he had been advised that the Highways Department was not prepared to spend money on what it saw as supporting private property. Its only responsibility was to prevent the bank from sliding into the road below.

Moreover, officers did not believe that the highway boundary extended as far as Mr. Lewis's property.

Cllr Lewis recommended the Parish Council to seek a site meeting with officers once the County Council elections were over.

Cllr. Bird urged the Council to press for the heightened kerbs which had been offered.

(iii) Emptying of Dog Waste Bins

The Clerk reported that he had received from S & S Garden Clearance, of Streethay, Lichfield, a tender dated 2nd May 2009 of £175. 00 per month for emptying and disposing of waste from the Parish Council's six dog waste bins.

This compared unfavourably with the annual charge of £733. 20 last made by Lichfield District Council, and it was agreed that the tender should be rejected.

6. PLANNING

(i) Planning Committee Report

Cllr. Stanfield reported that the Planning Committee had considered the following application:

09/00106/FULM: Andrew Moore: Formation of new farmstead, livestock buildings, silage/forage store, manure store and machinery/food store:
Benbrook Farm, Stoneywell Lane, Longdon Green

Notwithstanding the re-location and reduced area, Longdon Parish Council's original objection was more significant than a slender re-size and re-alignment.

(ii) For Consideration

The following applications were considered by the Council:

09/09/00417/CLE: Mr. Mike Carter: Use of outbuilding as garage and annexe in association with existing dwelling house: Stable Barns, Hay Lane, Longdon Green

Members were not able to provide any detailed evidence as to how long the building had been used but, notwithstanding the description of the development, it appeared from the correspondence that what was actually being applied for was alterations which had taken place rather than the use of the building which would, as far as the Parish Council was aware, be subject to the ten-year rule.

09/00440/FUL: Mrs. Dee Power: Various alterations to form a three-bedroom dwelling, including the addition of a conservatory: Millers Barn, Stockings Lane, Upper Longdon

The Parish Council raised no objection to this development provided that it was in compliance with the District Council's policies relating to barn conversions.

09/00474/FUL: Mr. & Mrs. Ray Archer: Proposed underground dining-cellar to rear of existing dwelling: Tithe Barn, Tithe Barn Lane, Gentleshaw

The Parish Council did not raise any objection to the proposal but noted that the site was within the Green Belt and instructed the Clerk to seek clarification from the officer dealing with the application as to whether or not this development was considered to be appropriate development within the Green Belt.

The Parish Council had previously raised with Christine Hibbs, the Principal Planning Officer (Enforcement), the question of the extent of the curtilage of this property, which had been extended into the adjoining field without benefit of planning permission.

It had been understood that Mrs. Hibbs had subsequently agreed with the owner the extent of the curtilage, and the Clerk was instructed to request a copy of the plan showing the area of the curtilage that had been agreed, as it appeared from the area edged red on the location plan that this still included land which was originally part of the adjoining field.

09/00487/FUL: Mr. Graham Green: Replacement porch: Old Holly Bank, Stockings Lane, Upper Longdon

The Parish Council raised no objection to this proposal.

(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:

09/00120/FUL: Mr. John Woodward: Retention of extension to existing stable block: "Cringleford", Lower Way, Upper Longdon

(iv) Refused by Lichfield District Council

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

09/00119/FUL: Mr. John Woodward: Retention of amenity area to holiday let/ancillary accommodation and retention of shed for mobility scooter (temporary period 5 years): "Cringleford", Lower Way, Upper Longdon

REASONS FOR REFUSAL:

1. The proposal represents inappropriate development within the Green Belt that is harmful, by definition, to the Green Belt. No very special circumstances have been put forward by the applicants which would outweigh the resultant harm to the Green Belt and its openness to justify this inappropriate development.
2. The garden shed and extended amenity area, by reason of their materials, design and siting, fail to respect the simple agrarian character of the existing complex of buildings and fail to conserve or enhance the Cannock Chase Area of Outstanding Natural Beauty and have a detrimental impact on the natural beauty and openness of the area.

09/00258/FUL: Mr. Paul Williams: Retention of garden shed: Broomy Lodge, Broomy Fields, Hay Lane, Longdon Green

REASON FOR REFUSAL:

1. The development constitutes inappropriate development in the Green Belt which would detract from its openness and visual amenity. No special circumstances have been put forward to justify a departure from adopted Green Belt policies and which would outweigh the harm to the Green Belt.

(v) Other Planning Matters

(a) Withdrawal of Applications

The Clerk reported that he had received notice that the following applications had been withdrawn:

09/00154/FUL: Mrs. Dee Power: Various alterations to form a three-bedroom dwelling, including the addition of a conservatory: Millers Barn, Stockings Lane, Upper Longdon

This application was withdrawn on 9th April 2009.

09/00155/LBC: Mrs. Dee Power: Various alterations to form a three-bedroom dwelling, including the addition of a conservatory: Millers Barn, Stockings Lane, Upper Longdon

This application was withdrawn on 9th April 2009.

09/00252/COU: Mr. and Mrs. R. S. Burt: Conversion of existing barn to a two-bedroom dwelling: Rookery Farm, Giddywell Lane, Longdon

This application was withdrawn on 20th April 2009.

(b) The Grand Lodge, Horsey Lane, Upper Longdon

The Clerk reported that he had received from Glen Smith, Company Director, Park House Design, Lea Hall, Business Park, Brereton & Ravenhill, Rugeley, a letter dated 16th April 2009, expressing concern that the Parish Council might not have been fully aware of the full extent of the pre-application consultation process undertaken by the design teams to include the Local Authority Planning and Conservation Departments.

He had therefore formulated and enclosed a basic Pre-Application Consultation Time Line for the Parish Council's perusal in the hope that any sentiment towards proposals being hurried through the planning system could be dismissed.

It was agreed that Councillors had reasonably assumed that there would have been pre-application consultations; the extent of those consultations, as revealed by the Time Line, only served to make the recommendations of the planning officers to the District Council's Planning Committee even more incomprehensible.

7. REPORTS OF MEETINGS

(i) Cannock Wood & Gentleshaw Village Hall Management Committee AGM:
April 29th, 2009

The Chairmen gave a brief report on the Annual General Meeting of the Management Committee of the Cannock Wood and Gentleshaw Village Hall, which had taken place at the Village Hall on Wednesday, April 29th, 2009.

It had been reported that bookings, which had been rising sharply from a low base, had now levelled off.

The Committee had applied for a permanent liquor licence, as a result of which the police were insisting on improved security arrangements. Hitherto, the bar for functions in the Hall was run by Grapevine, a firm from Stafford, which had brought its own licence, but the Committee now wanted to be able on occasion to store alcoholic drinks on the premises, as a result of which the police were demanding a fully-monitored alarm system and secured windows.

In addition, the Committee was being required to change the existing oil-tank for one with a double skin and to protect it with secure fencing.

Some disappointment had been expressed over the lack of response to the Committee's appeals for grant aid, and Cllr. Hemmingsley's announcement that Longdon Parish Council had just voted to donate £1500. 00 was greeted with applause!

However, he had recommended the Committee to seek further estimates for the installation of an alarm system, since he believed that the one which had been received might not be the most competitive.

The roof of the Hall had recently been patched, but money was needed for work on the cricket field outside and for renewing the tarmac on the drive.

8. NOTICE OF MEETINGS AND FORTHCOMING EVENTS

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

(i) SPCA Seminar – "Role and Work of Councils": Wednesday, May 13th, 2009, in Room 1, Peel Buildings, St. Chads Place, Stafford, from 7. 00 pm to 9. 00 pm.

Subjects being covered are: How are Councils accountable?; The role of Chairman, Councillor and Clerk: How to apply powers; How to set a budget.

(ii) "Section 106 Uncovered": Wednesday, May 27th, 2009, at Wade Street Church Hall, Lichfield, from 4. 00 pm to 6. 30 pm

"The Section 106 team will be on hand to answer your questions and explain more about how Section 106 monies help the local communities."

(iii) SLCC Course – "The Public Purse": Tuesday, June 16th, 2009, at the Best Western Stoke-on-Trent Moat House, Etruria Hall, Festival Way, Stoke-on-Trent, from 10. 00 am to 4. 00 pm. Cost: £95. 00, plus VAT.

9. HIGHWAYS AND FOOTPATHS

(i) Report of meeting of Highways and Footpaths Committee

Cllr. Stanfield gave a report on a meeting of the Highways and Footpaths Committee held in the W. I. Hall, Longdon, on Thursday, May 7th, 2009
(Appendix A).

(ii) Permanent Gated Entrance at Fir Tree Cottage, Tithe Barn, Gentleshaw

The Clerk reported that he had written to Ken Owen, the Divisional Highway Manager, drawing his attention to a field gate which had been installed in place of a temporary access to a field next to the above premises, asking whether the landowner had had the permission of the Highway Authority to create a permanent access on this bend.

He had subsequently received from Becky Fuller, Network Manager, Development Services Directorate, Staffordshire County Council, a letter dated 29th April 2009, in which she had replied that the matter was being investigated by the Directorate's Network Management Unit.

If it emerged that excavations on the public highway leading to an unpermitted permanent fixture had taken place, action would be taken against the person responsible.

(iii) Maintenance and Repair of Street Nameplates

The Clerk reported that he had received from John Roobottom, Technical Assistant, Operational Services, Lichfield District Council, a letter dated 5th May 2009, informing him that, in response to the Clerk's letter of 29th April 2009, he would arrange to have the street nameplates at Windmill Lane, Gentleshaw, Dark Lane, Longdon, and High Street, Longdon, attended to as part of his Department's next order.

Regarding the street nameplate in Horsey Lane, which had been re-located by the developer without prior consent, he had passed the matter to the County Council and would arrange for a new plate to be erected when the correct line of the access had been established.

(iv) Mapping Services Agreement – Extension to Contractor's License

The Clerk reported that he had received from Alison Bowyer, GIS Liaison Officer, Development Services Directorate, Staffordshire County Council, a letter dated 6th May 2009, advising the Council that the Mapping Services Agreement had expired on 31st March 2009, and asking him to sign, date and return an attached slip acknowledging receipt of her letter and indicating that he understood that the data supplied was subject to the conditions of the Contractors License (*sic*).

Under these conditions, the data supplied could be used in the identified project only (*in this case, the surveying of footpaths*) and must be returned to Staffordshire County Council on project completion or 31st March 2010, whichever was sooner.

With the consent of the Parish Council, the Clerk would sign this receipt on behalf of the Council and return it to Ms. Bowyer, as requested.

10. GREENS AND OPEN SPACES

(i) Report of meeting of Greens and Open Spaces Committee

Cllr. Welch presented a written report on a meeting of the Greens and Open Spaces Committee which had taken place in the W. I. Hall, Longdon, on Tuesday, April 28th, 2009 (*Appendix B*).

Cllr. Welch reported that he would shortly be visiting The Staffordshire Wildlife Trust Headquarters at Wolseley Bridge to consult the Trust on how the grassed area opposite Gentleshaw School might be managed, now that agreement between the Parish Council and Lichfield District Council seemed attainable.

He would also be getting in touch with the School.

Grants were available from the Sustainable Development Fund for community projects, though any grant would have to be matched by the Parish Council, either in cash or kind or by labour.

However, no planting could take place before the autumn, though a start could be made on tidying up the site.

The Finance and General Purposes Committee was recommending the Council to enter into an agreement with the District Council subject to the five conditions proposed by Cllr. Hemmingsley, namely, that Lichfield District Council should be kept informed of proposals for the site; that no buildings should be erected on the site; that all statutory requirements should be complied with; that Lichfield District Council should be indemnified against any claims relating to the use of the site; and that the agreement may be terminated by giving twelve months' notice in writing by either party to the other.

On a motion proposed by Cllr. Hemmingsley and seconded by Cllr. Stanfield, it was unanimously agreed that the Council should proceed with the agreement subject to the unequivocal acceptance by Lichfield District Council of the five conditions set out in the minutes.

(ii) Provision of Children's Play Area

Cllr. Mrs. Duckett reported on an informal meeting which had taken place at her home on the evening of Wednesday, May 6th, 2009, attended by Mr. Richard Clarke, Mrs. Margaret Derry, Mr. Rob McNeil and Cllr. Welch, together with five or six children.

Mr. McNeil, Chairman of the Governors of St. James School, had made it clear that the School Governors were totally opposed to making the School play area available during out-of-school hours, citing insurance, personal injury and damage as reasons.

Other sites had been suggested, including the Glebe Field, Brook End Green, Longdon Green and the field at the back of the Memorial Hall, but all were judged to be problematic: the Glebe Field was leased to a farmer; Brook End Green and Longdon Green were both registered greens, so their development as play areas might be restricted by regulations controlling the use as common land; and the field at the back of the Memorial Hall belonged to the Club and Institute, whose Committee had plans to lay out a bowling green on part of the field and had decided that it would itself retain control over the development of any play area which might be set out in the remaining part, particularly as this might aid in the bid for funding for the bowling green.

In the light of Cllr. Mrs. Duckett's report, the Council agreed that she should go ahead and register an interest in the District Council's Playbuilder Scheme and that she should seek information from other schools known to allow the use of their grounds during out-of-school hours on how they addressed the kind of problems which deterred the Governors of St. James School from following their example.

(iii) Grounds Maintenance

The Clerk reported that, following his latest visit, Mr. McCulloch had reported the return of moles on Longdon Green.

The Chairman thought that they were not causing a problem at the moment but promised to get rid of them if they became a nuisance.

(iv) New Notice-Board in Upper Longdon

The Clerk suggested that the Council might consider erecting a new notice-board at the top of Shavers Lane, in Upper Longdon, where, at the moment, the notice-board at the top of Grange Hill was the only place where notices could be legitimately displayed.

Supporting the Clerk's suggestion, Cllr. Butler pointed out that, for the many walkers who accessed Upper Way by way of Grange Hill without actually passing the notice-board at the top of the hill, such a notice-board would be helpful.

It was agreed that the suggestion should be referred for action to the Highways and Footpaths Committee.

11. GENERAL ADMINISTRATION

(i) Disqualification of Councillor

The Chairman advised the Council that, since Cllr. Parsons had failed to attend a meeting for the past six months, he was now, under Section 85 of the 1972 Local Government Act (as amended), automatically disqualified.

Cllr. Parsons had, in fact, attended only four of the past fifteen monthly meetings and had not been a member of any of the Council's Committees.

It was agreed that he should be formally notified of his disqualification, though this was not a statutory requirement, and that the Electoral Officer of Lichfield District Council should also be notified.

(ii) Gentleshaw Primary School – Vacancy for Local Education Authority Governor

The Clerk reported that he had received from Wendy Maddox, Administrative Assistant, Governor Services, Children & Lifelong Learning Directorate, Staffordshire County Council, a letter dated 1st May 2009, advising the Council that a vacancy existed for a Local Education Authority Governor for Gentleshaw Primary School.

Cllr. Andrews confirmed that this was the vacancy created by the retirement of Cllr. Hemmingsley, which had still not been filled.

No Councillor wished to be considered, and no recommendations for nomination were made.

12. BEST KEPT VILLAGE COMPETITION

(i) Progress Report

The Clerk reported that Cllr. Butler had re-painted the notice-board at the top of Grange Hill.

His handiwork had been much admired by local residents, and Councillors also expressed their appreciation.

The Clerk further reported that the first team of Competition judges had visited the villages the previous Thursday, May 7th.

(ii) Programme of Work

The Clerk reported that the interior of the bus shelter adjacent to Swan Close had suffered from some minor vandalism and the seat was in need of securing.

On a motion proposed by Cllr. Stanfield and seconded by Cllr. Welch, it was agreed that Alan Johnson should be asked to secure the seat and treat the bus shelter inside and out with a dark wood preservative.

(iii) Children's Poster Competition

The Clerk announced the results of the competition, judged by Cllr. Mrs. Duckett, as follows: Class 2 – Toby Phillips & Emily Worth; Class 3 – Katey Dawson & Isabelle Marshall; Class 4 – Jordan Hayden & Kyle Roberts.

As previously agreed, WH Smith tokens to the value of £5. 00 should be awarded to each of the above.

It was further agreed that a token to the value of £10. 00 should be awarded to Molly Draper, aged eight, for an especially imaginative and artistically designed poster.

Finally, it was confirmed that cheques of £60. 00 and £50. 00 should be given to St. James School and Longdon Pre-School respectively in appreciation of the hard work involved in providing these posters.

All of the above expenditure was formally approved on a motion proposed by Cllr. Welch and seconded by Cllr. Mrs. Duckett.

13. LAW AND ORDER(i) Joint Operations Group

The Clerk reported that he had received the minutes of a meeting of the Joint Operations Group which had taken place on 9th April 2009.

(ii) Visit of PC Andy Brown

The Chairman reported that PC Andy Brown, Community Beat Officer, had made himself available at Longdon Village Hall for consultation by residents between 9. 00 am and 10. 15 am on Saturday, May 2nd, but only one resident had attended the session.

The purpose of his visit had been to warn against the activities of two itinerants falsely presenting themselves as employees of a reputable Burton firm to whom he had given outdoor work but who had disposed of garden waste by throwing it over a neighbour's fence.

PC Brown had commented that such men could not be relied on to dispose of garden waste legally, but usually dumped it in isolated rural lanes.

(iii) Neighbourhood Watch

The Chairman reported that Staffordshire Police had just launched a new computerised system, known by the acronym OWL ("Online Watch Link).

Residents requiring details could visit www.owl.co.uk

14. FINANCIAL MATTERS(i) Accounts for Payment

On a motion proposed by Cllr. Stanfield and seconded by Cllr. Mrs. Duckett, payment of the following accounts was approved:

*Graham McCulloch	Mowing – April 23 rd	£ 225. 00
Longdon W. I.	Hire of Hall - May 7 th : £12. 00 Hire of Hall - May 11 th : £12. 00 Hire of Hall - May 12 th : £12. 00	£ 36. 00
Allianz	Insurance Premium	£ 715. 11

W. B. Sullivan	Annual Assembly Reports (re-imburement)	£ 104. 88
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NALC	Annual Subscription to "LCR"	£ 12. 00
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(*confirmation)

(ii) Payments Received

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

Lichfield District Council	Precept 2009/2010	£13,650. 00
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(iii) Current Balances

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

NatWest c/a:	£5660. 75	The Halifax s/a:	£21,159. 98
<u>less uncleared cheques</u>			
	1457: £ 20. 00		
	1462: £2900. 00		
	1463: £1500. 00		
	1464: £ 100. 00		
	1465: <u>£ 275. 00</u>		
	£ 865. 75		

(iv) Appeals for Grant Aid

(a) Longdon Cricket Club

The Clerk reminded the Council that Longdon Cricket Club had the previous month submitted a Grant Application Form in support of a request for grant aid towards the cost of making good damage caused in the club-house when intruders broke into it recently.

On a motion proposed by Cllr. Juxon and seconded by Cllr. Welch, it was agreed that the Club's request for £430. 00 should be met in full after it had been recognised that, although its membership was small, the Club nonetheless played a vital part in promoting a community spirit, particularly in organising an annual match between the various parts of the parish.

(v) Report of Meeting of the Finance and General Purposes Committee

The Chairman gave a report on a meeting of the Finance and General Purposes Committee which had taken place in the W. I. Hall, Longdon, on Monday, May 11th, 2009, at which the Clerk had presented the Financial Statement for the Financial Year ended 31st March 2009 (*Appendix C*).

This had shown that, in spite of an overall increase in expenditure, the Council's end-of-year surplus stood at £13,552. 16, the equivalent of a year's precept. However, substantial payments had already been made in the present financial year, which had reduced the surplus, and the Committee expected the Council to identify future projects which would both enhance the life of the community and absorb the Council's reserves.

The Committee had agreed therefore to recommend the Council to approve the accounts for the financial year ended 31st March 2009.

The Committee had also agreed to recommend the Council to allocate budgets for the next financial year as follows: Highways & Footpaths Committee: £3500. 00; Greens & Open Spaces: £5000. 00.

The Committee expected that other expenditure in the next financial year to be as follows: General Administration £5000. 00; Community Halls: £3000. 00; Churchyards: £3000. 00; Payments under Section 137 (mainly Community Support Grants): £3500. 00.

The Committee, having examined in details the terms of the Parish Council's insurance policy, had also agreed to recommend payment in full of this year's insurance premium.

(vi) Adoption of Accounts for Financial Year ended 31st March 2009

On a motion proposed by Cllr. Welch and seconded by Cllr. Mrs. Duckett, the accounts for the financial year ended 31st March 2009, together with all the other recommendations proposed by the Finance and General Purposes Committee.

15. CORRESPONDENCE SINCE LAST MEETING

(i) The Clerk reported that he had received from Helen Riley, Deputy Corporate Director (People, Policy and Performance), Staffordshire County Council, a letter dated April 2009, enclosing a copy of Staffordshire County Council's Strategic Plan 2009 – 2012.

The full version and summary versions of the Plan could be found on [http://www.staffordshire.gov.uk/yourcouncil/strategic plan/](http://www.staffordshire.gov.uk/yourcouncil/strategic_plan/)

(ii) The Clerk reported that he had received from Sue Kelly, Group Sales Manager, Enterprise (AOL) Limited, Leyland, Lancs., a letter dated 3rd April 2009 advising the Council that Accord Operations Limited T/A Staffordshire Highways had become part of the Enterprise Group of companies on 21st September 2007 and its trading name had changed to Enterprise (AOL) Limited.

(iii) The Clerk reported that he had received from Nicola Brewer, Chief Executive. The Equality and Human Rights Commission, a letter dated 14th April 2009, enclosing a copy of a recently-published document entitled "Public Sector Equality Duties".

The Clerk had obtained further copies, enabling him to send one to each Councillor.

(iv) The Clerk reported that he had received from Esther Epstein, Press and Communications Officer, Lichfield District Council, an email dated 17th April 2009, asking whether the Council published a newsletter; if so, what it was called; the frequency with which and the means by which it was distributed; what the deadline for including information was; who would be the best person to email; whether advertisements were accepted; and how much they cost.

Ms. Epstein had also asked whether the parish had a post office.

The Clerk had forwarded Ms. Epstein's email to Cllr. Juxon for a response.

(v) The Clerk reported that he had received from Justin Griggs. c/o The Staffordshire Parish Councils' Association, an email dated 23rd April 2009, asking whether the Council had celebrated or marked St. George's Day in some way.

It was observed that, while the Parish Council had taken no action to celebrate the occasion, the flag of St. George had been flown from the Village Hall flag-pole.

(vi) The Clerk reported that he had received from Jennifer Whittle, Environmental Protection Officer, Community, Housing and Health, Lichfield District Council, a letter dated 29th April 2009, informing the Parish Council that "The Fouling of Land by Dogs (Lichfield) Order 2009" made by Lichfield District Council had come into force on 1st January 2009 and enclosing a copy for the Council's information.

The Clerk had provided each Councillor with a copy of this Order.

(vii) The Clerk reported that he had received from Richard Clarke, Committee Member of the Longdon Club and Institute, a copy of a letter dated 6th May 2009, sent to participating villagers, giving details of the response to a public consultation on the proposal for a Longdon Community Bowling Green in the grounds of Longdon Memorial Hall.

Of the 402 leaflets distributed, there had been 120 responses, 114 of which had been positive, 5 negative (one of which had been reversed after attending the presentation) and one undecided.

Over 100 residents of Longdon, Upper Longdon and Longdon Green had indicated their interest in becoming active members of a village bowling club.

The Club would be asked to ratify or reject the proposal at its Annual General Meeting; if ratified, the next step would be to seek funding.

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 5th May 2009;
Calendar of Meetings, fortnight ending 24th May 2009;
Forward Plan - Version 1 – Issued 16. 04. 09 – Effective for Period
01. 05 09 – 31. 08. 09.

- (ii) From Judy Magill, Democratic, Development and Legal Services,
Lichfield District Council:

Minutes of meeting of Lichfield District Parish Forum held on 6th April
2009;
Parish Forum Review: Questionnaire.

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

Licensing Act Applications registered during w/e 17th April 2009;
Licensing Act Applications registered during w/e 24. 04. 09 & 01. 05. 09;
Licensing Act Applications registered during w/e 29. 04. 09;
Licensing Act Applications registered during w/e 08. 05. 09.

- (iv) From Neil Cox, Principal Plan Development Officer, Democratic, Development
and Legal Services. Lichfield District Council:

Lichfield District Local Development Framework: Core Strategy Policy
Directions, April 2009.

(Comments to be received no later than 11th June 2009)

- (v) From Esther Epstein, Press and Communications Officer,
Lichfield District Council:

Press Release: Local Development Framework – Core Strategy:
Policy Directions.

- (vi) From Stephanie Cartwright, S3SN Admin Assistant, Lichfield & District CVS:

E Bulletin – Issue No. 78, 16th April 2009;
E Bulletin – Issue No. 79, 23rd April 2009;
E Bulletin – Issue No. 80, 30th April 2009;
E Bulletin – Issue No. 81, 6th May 2009.

(vii) From Antony Lancaster, Planning Policy Manager, Cannock Chase Council:

Cannock Chase Local Development Framework – Core Strategy
Development Plan Document – Preferred Options Consultation, April
2009;
Cannock Chase Local Development Framework – Core Strategy
Development Plan Document – Preferred Options Consultation
– Appendix D: Infrastructure Requirements, April 2009.

*(These documents can be viewed on
www.cannockchasedc.gov.uk/planningpolicy)*

(viii) From The Staffordshire Parish Councils' Association:

Booking Form for Seminar: Local Councils & VAT Workshops,
at Norfolk House, Birmingham on 4th/5th November 2009

(ix) From The Cannock Chase Area of Outstanding Natural Beauty Unit:

AONB News: Spring 2009.

(x) From The Staffordshire & Stoke-on-Trent Archive Service:

“from Time 2 Time”: Issue 19, Spring 2009.

(xi) From The Campaign to Protect Rural England:

Staffordshire Branch Annual Report 2009;
“Rural Public Transport: Room for Improvement”, December 2008.

(xii) From Queensbury Shelters Ltd., Portsmouth:

Leaflet.

(xiii) From KOMPLAN, Milton Keynes:

Catalogue: “More designs and play activities”.

(xiv) From Proludic UK, West Bridgford, Nottingham:

“AboutPlay”: Issue 10.

17. ANY OTHER URGENT BUSINESS
(AT THE DISCRETION OF THE CHAIRMAN)

(i) Cllr. Butler reported that he had received an enquiry from the licensee of “The Chetwynd Arms” concerning permitted roadside advertisements.

He was advised to inform Mr. Chambers that any roadside sign required the consent of the Highways Authority and to suggest to him that he might consider arranging for brown tourism signs to be erected instead.

(ii) Cllr. Butler asked whether the Council would consider replacing the hand-held speed recorder used by the Upper Longdon Speed Watch team.

It was agreed that his request should be considered at the Council's next meeting.

(iii) Cllr. Juxon asked the Council to request the erection of "Not Suitable for Heavy Goods Vehicles" signs at the entrance to Borough Lane from the A51 and at the entrance to Horsey Lane from Borough Lane.

The Clerk was instructed to write to the Divisional Highway Manager, asking him to give this request his consideration.

18. DATE OF NEXT MEETING

Tuesday, June 9th, 2009, in the W. I. Hall, Longdon, commencing at 7. 30 p.m.

Appendix A

REPORT OF MEETING OF THE HIGHWAYS AND FOOTPATHS COMMITTEE OF LONGDON PARISH COUNCIL HELD IN THE W. I. HALL, LONGDON, ON THURSDAY, MAY 7th, 2009

Present: Cllr. N. Stanfield (Chairman); Cllr. B. J. Butler; Cllr. R. C. Hemmingsley; and Cllr. Mrs. G. D. Duckett.

Also present was the Clerk.

1. APOLOGIES

Cllr. N. J. Bird; Cllr. Mrs. H. A. Meere; Mr. Will Rose

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting, held in the W. I. Hall, Longdon, on Monday, March 5th, 2009, were, on a motion proposed by Cllr. Butler and seconded by Cllr. Mrs. Duckett, approved and signed

3. PUBLIC PARTICIPATION

No members of the public were present.

4. MATTERS ARISING FROM THE MINUTES

(i) Footpath No. 33 – Lysways Lane

Cllr. Stanfield reported that the step had, as far as he was aware, still not be provided.

(ii) Flooding in Lysways Lane

The Clerk reported that he had requested a site meeting with the Assistant Divisional Highways Manager, but had not yet received a reply

(iii) Ditches in Stockings Lane

Following site meetings between Clive Thompson, the Area Surveyor, County Councillor Frank Lewis and the landowners, Mrs Dee Power and Miss Sarah Hollinshead, it had been finally agreed that neither Mrs. Power nor Miss Hollinshead need contribute to the cost of the work of clearing these ditches. since neither could be held responsible for the blockage.

However, a third land-owner, Mr. Paul Hogan, would be asked to contribute £500. 00 to the cost, since it had been established that a blockage existed in the ditch adjacent to his land.

(iv) Potholes in Borough Lane

It was noted that work had been carried out to fill the potholes in Borough Lane, and it was thought unlikely that the Highways Authority would now agree to re-surface the lane.

However, the attention of the Divisional Highway Manager should be drawn to some exposed grating whose sharp edges were posing a danger to passing traffic.

(v) Definitive Footpath Map

It was thought that this was still not on the County Council website.

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(vi) Survey of Footpaths and Bridleways

Cllr. Mrs. Duckett reported that she had walked Footpath No. 73 and found three obstructed stiles, one shortly after its junction with Footpath No. 25, a second just beyond the parish boundary, and a third near the commencement of Bridleway 20B in the Parish of Armitage which had been closed with wire.

Cllr. Mrs. Duckett added that she had been informed that this wire had twice been removed by walkers and twice replaced.

It was agreed that the Clerk should report these obstructions to Paul Rochfort, the County Council's Principal Rights of Way Officer.

Cllr. Stanfield reported that Mr. Rose had suggested that Footpath No. 73 be re-classified as a bridleway, thus completing a circular route for horse-riders.

It was agreed that this suggestion should be referred to Mr. Rochfort, though Cllr. Hemmingsley warned that the legal procedures would probably take years and the proposal might well meet with objections.

Cllr. Mrs. Duckett indicated that she was not sympathetic to the proposal and would almost certainly object to it.

(vii) Community Gangs

The Clerk confirmed that the Community Gang, on its next visit, would carry out the clearance of Church Hollow and would possibly clear the footpath between Bradley Lakes and Brereton Hill.

At Cllr. Butler's suggestion, the Gang would also be asked to repair the verges outside "Sunny Corner", damaged while building work was being carried out at the property, and improve the drainage in Dark Lane.

(viii) Grange Hill

Cllr. Stanfield reported that he had been unable to speak to Richard Harris, the Divisional Highways Manager, to clarify the present position, but hoped to do so shortly.

5. FOOTPATH NO. 73

Cllr. Stanfield then adjourned the meeting so that Councillors could inspect the ford and bridge across the Shropshire Brook.

Upon resumption, it was agreed that a letter should be written to Paul Rochfort, the Principal Rights of Way Officer, asking him to commission the following work:

1. Re-install the bridge on a new concrete plinth, faced in brick and shaped so as to direct the flow of water under the bridge.
2. Level and widen the path from Ford Cottage to the bridge and trim the bank between the path and the fields.

Other alternative proposals to deepen the bed of the stream under the bridge and re-locate the bridge further down the stream were rejected as impracticable.

6. FOOTPATH BETWEEN NOS. 31 & 33 CHURCH WAY

The Clerk reported that he understood from County Councillor Lewis that a works order had now been placed with a contractor, but when the work would be carried out depended on the contractor's schedule of work.

However, it was anticipated that it would be carried out in a matter of weeks.

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7. PLOUGHING AND CROPPING ON PUBLIC RIGHTS OF WAY

The Clerk reported that he had been informed by Glyn Chapman, of the County Council's Rights of Way Section, that his Council did not have the names and addresses of land-owners, so he could not send them copies of the County Council's Code of Practice.

He had suggested that the Parish Council might be better placed to carry out this task and had supplied the Clerk with about forty copies.

It was agreed the volunteers who had first reported a problem might know who owned the land and might also be asked to check to see whether the problem still existed.

A copy of any letter written to a land-owner should also be sent to Paul Rochfort, to whom any failure to comply should be reported.

8. PROVISION OF STILES WITH DOG GATES

The Clerk reported that he had written to Paul Rochfort, asking him whether, in future, he would consider replacing stiles fallen into disrepair with new stiles incorporating dog gates.

He had also asked whether, like Warwickshire County Council, Staffordshire County Council now had a policy of replacing stiles with kissing-gates.

9. FOOTPATH LEAFLETS FOR GENTLESHAW

The Committee understood that Cllr. Mrs. Meere was still working on this project in association with Cllr. Bird and Mr. Richard Meere.

10. UNAUTHORISED ROADSIDE SIGNS

The Clerk read out the draft of a letter which he had written to Ken Owen, the Divisional Highway Manager, setting out the Council's objections to these signs and asking him for a statement of County Council policy.

It was agreed that he should also send a copy of the letter to Lichfield District Council.

11. ANY OTHER BUSINESS (AT THE DISCRETION OF THE CHAIRMAN)

(i) The Clerk reported that he had written to John Roobottom, of the District Council's Operational Services, listing a number of street nameplates which were in need of attention.

(ii) Cllr. Butler asked whether there could be an open day to allow local residents to remove logs left lying on the ground and apparently abandoned when felling had taken place of Cannock Chase off Startley Lane.

However, it was pointed out that only the Forestry Commission, as owners, could give the necessary permission.

12. DATE OF NEXT MEETING

Monday, July 6th, 2009, in the W. I. Hall. Longdon, commencing at 7. 30 p.m.

Appendix B

REPORT OF MEETING OF THE GREENS AND OPEN SPACES COMMITTEE HELD IN THE W. I. HALL, LONGDON, ON TUESDAY, APRIL 28TH, 2009

Present: Cllr. S. K. Welch; Cllr. Mrs. G. D. Duckett; Cllr. R. C. Hemmingsley (Chairman of the Parish Council); and Cllr. A. J. Juxon.

Also present were the Clerk and one parishioner – Mr. Richard Clarke, of Brook End, Longdon.

1. APOLOGIES

Cllr. Mrs. J. A. Russell.

2. MINUTES OF THE PREVIOUS MEETING

On a motion proposed by Cllr. Welch and seconded by Cllr. Hemmingsley, the minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday, January 20th, 2009, were approved and signed.

3. MATTERS ARISING FROM THE MINUTES

It was agreed that any matters arising from the minutes should be carried over into the main agenda of the meeting.

4. THE FORD, LONGDON

Cllr. Welch reported that Cllr. Stanfield was seeking quotations for repairing the bridge below the ford.

He had inspected the stream following the work recently carried out there and could report that it was now flowing well, though he had noticed that water left lying on the footpath after recent rain had not drained away.

It was agreed that the landowner might be asked to lay shingle or hard-core along the footpath beyond the bridge.

5. MANAGEMENT OF GRASSED AREA OPPOSITE GENTLESHAW SCHOOL

The Committee heard that Lichfield District Council had now withdrawn its demand that any scheme should receive prior approval before implementation, asking instead merely to be kept informed.

Cllr. Hemmingsley proposed that, in response, the Parish Council should agree to the following conditions:

- (i) that Lichfield District Council should be kept informed of proposals for the site;
- (ii) that no buildings should be erected on the site;
- (iii) that all statutory requirements should be complied with;
- (iv) that Lichfield District Council should be indemnified against any claims relating to the use of the site;
- (v) that this agreement may be terminated by giving twelve months' notice in writing by either party to the other.

It was unanimously agreed that these terms should be recommended for adoption by the Parish Council at its next meeting.

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Cllr. Welch said that, in the meantime, he would arrange to meet a representative from the Staffordshire Wildlife Trust to see whether the Trust could suggest any projects, such as a nest-box scheme, the introduction of a community orchard and a wild-flower meadow.

He thought that money for any sustainable project would be available from the Sustainable Development Fund, which offered fifty per cent match funding.

He hoped to be able to offer the Council some ideas for the development of the site at its next meeting.

7. PROVISION OF PLAY AREA

Cllr. Mrs. Duckett said that it was evident from the Annual Assembly that parents wanted to be involved in this project, and consequently she had agreed to meet a deputation at her home on the evening of Wednesday, May 6th.

Invited to join in the discussion, Mr. Clarke said that, following last Friday's public meeting, there had been positive feedback to the idea for a bowling green at the rear of the Longdon Memorial Hall, and he expected the scheme to be endorsed by the Longdon Club and Institute's Management Committee at its Annual General Meeting at the end of next month.

Fund-raising would then begin, and he anticipated that the green would be operating in the autumn of 2011.

He calculated that the area of the field remaining after the bowling green had been laid out would be thirty-six metres by thirty-five metres, ample space, he thought, to accommodate a children's play area.

He believed that any opposition to a children's play area in the field could be accommodated if handled sensitively.

Cllr. Hemmingsley believed it was time to move the project forward and urged that the proposed meeting between interested parties should be convened without further delay.

Cllr. Juxon thought that there was little point in holding a joint meeting, since the concerns of the School Governors would differ from those of the Club and Institute's Management Committee, and it would therefore be best to address them separately.

It was agreed that the meeting arranged by Cllr. Mrs. Duckett for May 6th would provide an opportunity to hear the views of local people on how best to meet the needs which had found expression at the Annual Assembly.

8. BENCH AT THE TOP OF GRANGE HILL

The Clerk reported that he had written to Ken Owen, the Divisional Highway Manager, asking for his consent for a bench to be erected close to the notice-board at the junction of Upper Way and Grange Hill.

9. ANY OTHER BUSINESS

(i) Cllr. Mrs. Duckett asked if the identity of the owner of the spinney at the side of Stockings Lane, Longdon, was known.

It was not known for certain, but it was thought more likely that ownership lay with the owner of the fields beyond, rather than with the County Council.

10. DATE OF NEXT MEETING

Tuesday, July 21st, 2009, in the W. I. Hall, Longdon, commencing at 7. 30 p.m.