

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

Present: Cllr. R. C. Hemmingsley (Chairman); Cllr. the Rev. J. R. Andrews;  
Cllr. B. J. Butler; Cllr. R. A. G. Clarke; Cllr. Mrs. G. D. Duckett;  
Cllr. A. J. Juxon; Cllr. Mrs. H. A. Meere; Cllr. K. C. Taylor;  
and Cllr. S. K. Welch.

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

*Prior to the commencement of the meeting Cllr. Clarke and Cllr. Taylor, having signed Declarations of Acceptance of Office and presented their Notifications of Personal Interests, were welcomed to the Council by the Chairman.*

1. APOLOGIES

Cllr. N. J. Bird, and Cllr. N. J. Roberts, of Lichfield District Council.

2. MINUTES OF THE PREVIOUS MEETING

On a motion proposed by Cllr. Mrs. Duckett and seconded by Cllr. Mrs. Meere, the minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday, September 8<sup>th</sup>, 2009, were approved and signed.

3. PUBLIC PARTICIPATION

No members of the public were present.

4. MATTERS ARISING FROM THE MINUTES

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

The Chairman explained that, following further conversations with the office of the Local Government Ombudsman, he had established that only individual members of the public had access the Local Government Ombudsman, though parish councils could legitimately assist a parishioner wishing to lodge a complaint.

However, the parishioner who was originally prepared to lay the complaint had since discovered that one of the members of the District Council's Planning Committee, against whom the complaint was to have been laid, was a client of the firm for which he worked, which placed him in a difficult position professionally.

It was thought that another parishioner would be prepared to act as complainant, but the Chairman stressed that it would be inappropriate for the Parish Council to make a direct approach to him.

It was agreed that, in the meantime, the Chairman and the Clerk should formulate and submit a resolution for debate at the Annual General Meeting of the Staffordshire Parish Councils' Association next month calling on the Executive to consider such a mechanism whereby Parish Councils have an independent body to adjudicate in matters in dispute with District and County Councils..

(ii) Grange Hill, Upper London

Cllr. Lewis read from a letter sent to him by Steve Clarke, of the Lichfield Highways Office, Development Services Directorate, Staffordshire County Council, and dated 12<sup>th</sup> October 2009, bringing to

the attention of Mr. Mark Lewis, owner and occupier of No. 2, The Grange, that it was the County Council's position that the maintenance liabilities of the retaining walls in Grange Hill were the responsibility of the adjacent landowners, since they were the beneficiaries of the retaining walls, not the highway authority. A copy of this letter was being sent to the Clerk, although he had not yet received it.

It was agreed that the Parish Council had taken this matter as far as it could and that, if Mr. Lewis was not satisfied with the County Council's position, then it was left to him to take legal action.

(iii) Pot holes in Borough Lane

It was noted that the metal cover had now been removed and the drain sealed, but other potholes still needed attention, and the Clerk was instructed to contact Kevin Wawrzynczyk and ask him if the work could be carried out by one of his Community Gangs.

(iv) Provision of Play Area in Longdon

Cllr. Mrs. Duckett reported that, because no agreement had been reached with the Diocesan Glebe Committee over the area of land which might be available and, consequently, she was unable to set out a detailed plan, as required, she would not be able to submit an application for a grant under the District Council's Playbuilder Scheme this year and, since no money would be available under this Scheme next year, she saw no point in pursuing the project.

It was pointed out that the first step had been to submit an outline plan to the Committee, whose Secretary had not been unsympathetic to the proposal and, while the land might not be immediately available, being currently tenanted though unused, it would be prudent to prepare for its future availability.

Cllr. Juxon agreed to draw up a plan and statement for submission to the Glebe Field Committee in time for its next meeting in November.

(v) Licensing Act Applications

The Clerk reported that he had made enquiries about the application for a temporary licence at the non-existent Benbrook Farm at an unspecified date or dates and had been advised that the application had been for a single event whose date had been omitted from the information sheet in error and that it would be taking place in a marquee pitched in a field on the site of the future Benbrook Farm, the site being identified in this way since planning permission had already been granted.

(vi) Mowing of Verges at Junction of A51

The Clerk reported that, on the very day on which he had delivered a letter to the Lichfield Highways Office asking for permission to instruct the Parish Council's mowing contractor to mow these verges, they had been cut by the Highway Authority, though he claimed no credit for such a precipitate response!

However, in the same letter, he had intimated that the Parish Council might wish to include these verges in its 2010 mowing contract.

(vii) Anonymous Letter regarding Alleged Unlawful Planning Development

The Clerk reported that he had received from Chris Hibbs, Principal Planning Officer (Enforcement) Democratic, Development and Legal Services, Lichfield District Council, an email dated 10<sup>th</sup> September 2009, informing him that her Department had already received a copy of this letter and that it was being dealt with by Kit Law, her Planning Assistant, who would be visiting the site the next day.

## 5. PLANNING

(i) For Consideration

The following planning applications were considered:

09/01020/FUL: Mr. Alan Lake: proposed two-storey extension to form study, bathroom and bedroom with ensuite: Rockery Rise, Lower Way, Upper Longdon

The Parish Council was surprised by the huge area of flat roof extension that this would create, which it thought would be inappropriate to and incompatible with an Area of Outstanding Natural Beauty.

09/01048/ FUL: Mr. Steve Maritza: two-storey side extension to form garage, utility and bedroom: 58 Upper Way, Upper Longdon

The Parish Council had no objection to this proposed development.

09/01059/FUL: Mr. and Mrs. Lamb: Proposed tiled, pitched roof over front dormer and rear flat roof: 56 Upper Way, Upper Longdon

The Parish Council had no objection to this proposed development.

(ii) Approved by Lichfield District Council

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

09/00762/FUL: Mr. J. Howell: Extension to existing building for storage of livestock and materials: Hill Top Farm, Hill Top, Longdon Green

09/00783/FUL: Mr. Nick Burdett: Conversion of garage to garden room and erection of screen wall: The Stables, Millbank Farm, Stockings Lane, Upper Longdon

09/00784/LBC: Mr. Nick Burdett: Works to listed building to enable the conversion of garage to garden room and erection of screen wall: The Stables, Millbank Farm, Stockings Lane, Upper Longdon

09/00798/FUL: Wayne Thompson: Two-storey side extension to form garage, kitchen, bedroom and bathroom: 11, The Croft. Longdon

(iii) Refused by Lichfield District Council

The Clerk reported that, since the last meeting, Lichfield District Council had issued n Notices of Refusal of Planning Permission relating to the Parish of Longdon.

(iv) Other Planning Matters

(a) “For Sale” Signs in Longdon and Longdon Green

The Clerk reported that he had received from Chris Hibbs, Principal Planning Officer, Democratic, Development and Legal Services, Lichfield District Council, an email dated 10<sup>th</sup> September 2009, informing the Council that the house agents’ sign erected at the junction of Borough Lane and Dark Lane had been moved only as far as the adjacent field and that she had now written to the house agents telling them to remove it altogether.

The Clerk further reported that he had received from Claire Billings, Development Control Manager, Democratic, Development and Legal Services, Lichfield District Council, a letter dated 21<sup>st</sup> September 2009,

stating that her Enforcement Team were investigating the erection of a house agents' sign on Longdon Green at its junction with the A51.

The Clerk added that both these signs had now been removed.

(b) Fir Tree Cottage, Gentleshaw

The Clerk reported that he had also received from Christine Hibbs two emails, the first dated 10<sup>th</sup> and the second 11<sup>th</sup> September 2009, in which she informed the Council that she had visited the above site but had seen only some wood in part of the garden and that the owner, who claimed that he was a builder, not a fencing contractor, could make fences for his own property on his own land and use any area of land as a work yard for projects on the property, since this would not be a change of use.

(c) Withdrawal of Planning Application

09/00823/LBC: Dr. John Ellis: Erection of conservatory: Hanch Hall, Lysways Lane, Longdon Green

This application was withdrawn on 10<sup>th</sup> September 2009.

## 6. REPORTS OF MEETINGS

(i) Lichfield Area Committee

The Clerk gave a brief report on a meeting of the Lichfield Area Committee of the Staffordshire Parish Councils' Association which had been held in the Village Hall, Kings Bromley, on Thursday, September 24<sup>th</sup>, 2009, and which he and Cllr. Andrews had attended.

The meeting had been chaired by Cllr. Ian Pritchard, Chairman of Kings Bromley Parish Council, who had been supported by Viv. Evans, Chief Executive of the Association.

Altogether, there had been ten parish council representatives present.

The purpose of the meeting had been to decide ways of reviving the Committee, which had not met for over a year.

The choice had been to re-activate the Committee in its previous form and focus on providing presentations and discussions on current issues or meeting for an hour immediately before a meeting of the Lichfield District Parish Forum.

The second of these alternatives was preferred, and Mrs. Evans agreed to approach Lichfield District Council with a view to prefacing the next meeting of the Forum, due to be held on November 4<sup>th</sup>, with a meeting of the Committee.

(ii) Management Committee, Cannock Wood & Gentleshaw Village Hall

Cllr. Hemmingsley reported on a meeting of the above Committee, which had taken place at the Hall on Monday, September 28<sup>th</sup>, 2009, and at which he had been present.

The Country Fayre had been a great success, raising in excess of £6000. 00, of which Barhale, the contractors working for South Staffordshire Water, had donated £500. 00.

The Barn Dance held on the same evening had been a complete sell-out.

Plans were already in hand for next year's Fayre, which it was hoped would be even bigger, though the stalls would be concentrated in a smaller area rather than spread around the field, as at previous Fayres. However, the barn dance would be held on another day, since it was felt that holding it on the same evening as the Fayre was placing too great a strain on the organisers.

Barhale had also filled in the potholes in the Village Hall car park with hard core, and were to be prepared to re-surface the entire drive for £6500. 00 if the work were carried out while the company were still working

in the area. Otherwise, the cost would be £10,000. 00. Either way, the cost would be considerably lower than the estimates already received.

Cllr. Mrs. Meere commented that the company had also donated £500. 00 to Lynn Marshall's sponsored walk in aid of the County Air Ambulance and provided stewards for the walk, which had crossed areas where the company was working.

Cllr. Hemmingsley concluded his report by saying that bookings for the Hall were quite good.

## 7. NOTICE OF MEETINGS

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

(i) "The Essential Guide to Employment Management": Monday, October 5<sup>th</sup>, 2009, at the Moat House, Festival Way, Stoke-on-Trent (times not given).

Hosted by Viv. Evans, Chief Executive, Staffordshire Parish Councils' Association. Cost: £95. 00, plus VAT.

(ii) Staffordshire Playing Fields Association: Wednesday, October 21<sup>st</sup>, 2009, at King Edward VI Leisure Centre, King's Hill Road, Lichfield, commencing at 2. 00 p.m.

The Clerk said that he would be attending this meeting.

(iii) Cannock Chase Area of Outstanding Natural Beauty Annual Conference: Friday, October 23<sup>rd</sup>, 2009, at The Barns, Cocksparrow Lane, Huntington, Cannock, from 9. 00 a.m. to 3. 00 p.m.

The theme of the Conference will be "Access and Recreation". It will be chaired by Roger Owen, of Natural England, who will give a talk on "The Importance of Areas of Outstanding Natural Beauty for Access and Recreation", and three short presentations and discussions on three important AONB issues: Healthy Living; Conservation versus Access; and Tourism.

There will also be a Dog Project presented by Steve Jenkinson

(iv) "Making It Happen" – How to put community projects into practice: Saturday, October 24<sup>th</sup>, 2009, at the South Staffordshire Council Offices, Wolverhampton Road, Codsall, South Staffordshire, from 9. 45 a.m. to 4. 30 p.m.

(v) Staffordshire Parish Councils' Association – Lichfield Area Committee: Wednesday, November 4<sup>th</sup>, 2009, in the Council Chamber, District Council House, Frog Lane, Lichfield, from 6. 00 p.m. to 7. 00 p.m (approx.).

This meeting will precede the meeting of the Lichfield District Parish Forum.

Agenda: Role, terms of reference and form of Committee.

(vi) Staffordshire Parish Councils' Association – 70<sup>th</sup> Annual General Meeting and Conference: Saturday, November 7<sup>th</sup>, 2009, in the Council Chamber, County Buildings, Martin Street, Stafford, from 10. 00 a.m. to 3. 30 p.m.

Enclosures: Draft Agenda; Resolutions for debate.

(vii) Beaudesert Sports Field & Recreation Trust Annual General Meeting: Thursday, November 12<sup>th</sup>, 2009, in the Cannock Wood & Gentleshaw Village Hall, Buds Road, Cannock Wood, commencing at 8. 00 p.m.

(viii) Cannock Chase AONB Parish Councils Meeting: Tuesday, November 17<sup>th</sup>, 2009, at 7. 00 p.m.

The Clerk reported that he had, as instructed, offered Longdon W. I. Hall as the venue for this meeting. but had been advised that the offer of Brocton Village Hall had been already been accepted.

Cllr. Welch and Cllr. Butler would be attending this meeting

(ix) SPCA Training Event – New Planning Framework: Thursday, November 26<sup>th</sup>, 2009, at the Queen Street Community Centre, Burton-on-Trent, from 7. 00 p.m. to 9. 00 p.m. Trainer: Barry Holland. Cost: £10. 00 per delegate.

## 8. HIGHWAYS AND FOOTPATHS

### (i) Report of meeting of Highways and Footpaths Committee

The Clerk presented a written report of a meeting of the Highways and Footpaths Committee which had taken place in the W. I. Hall, Longdon, on Tuesday, October 20<sup>th</sup>, 2009 (*Appendix A*) and at which Cllr. Mrs. Duckett had been elected Chairman following the resignation from the Council of Cllr. Norman Stanfield.

### (ii) Footpath Survey

The Clerk reported that Will Rose, the Parish Footpath Survey Co-ordinator, had emailed Richard Collins, Rights of Way Officer – Maintenance & Enforcement (South), Development Services Directorate, Staffordshire County Council, drawing his attention to the overgrown state of Footpath No. 72 between “The Swan with Two Necks” and No. 38 Brook End and asking him to arrange for it to be cleared.

### (iii) Footpath No. 73

The Clerk reported that, at the meeting of the Highways and Footpaths Committee on October 20<sup>th</sup>, a parishioner, Mr. Alan Rowe, of Dark Lane, Longdon, had drawn the attention of the Committee to correspondence dating back ten years between the County Council and himself (and involving the Constituency MP) in which he had been calling for a correction to the Definitive Footpath Map which showed part of the above path as a footpath when it was, in fact, a bridleway.

The Committee had instructed the Clerk to write to John Tradewell, the County Council’s Director of Law and Governanc, pointing out this inaccuracy.

However, the Clerk had now received a letter from Mr. Tradewell claiming that Mr. Rowe had not applied for a correction to an error, and that, in the original Parish Survey and subsequent editions, the footpath had been correctly portrayed as such.

Thus, Mr. Rowe’s application to have the footpath re-designated as a bridleway was being dealt with as a Section 53 application, and, consequently, it would be several years before it was determined.

However, Mr. Rowe was at liberty to request the Secretary of State for a direction but added that the Authority’s criteria and mechanisms had been considered to be satisfactory in similar circumstances.

### (iv) Request for 20 mph Speed Limit in Upper Way, Upper Longdon

Cllr. Butler reported that, one evening recently, Speed Watch had, between 5. 00 p.m. and 6. 00 p.m., recorded five vehicles travelling along Upper Way at speeds of between fifty and sixty miles per hour, and he asked whether the Council would now consider calling on the Highway Authority to impose a 20 mph speed limit,

re-inforced with speed cushions.

The Clerk was instructed to write to Richard Rayson, the Community Liaison Officer at the Lichfield Highway Depot, asking him to put such a measure in motion.

## 9. GREENS AND OPEN SPACES

### (i) Mowing Contract

The Clerk reported that he had received from Graham McCulloch, the Council’s mowing contractor, a letter dated 12<sup>th</sup> September 2009, in which he reported the seventh cut of the season had been completed two days before and that he had encountered no problems, the weather being dry.

(ii) Gentleshaw Green

On a motion proposed by Cllr. Juxon and seconded by Cllr. Welch, it was agreed that, in the absence of other quotations, the Council should accept Graham McCulloch's quotation of £540. 00 to clear and mow the grassed area opposite Gentleshaw School (in future to be known as "Gentleshaw Green") and £360. 00 to scythe the area of bracken to ground level and remove all debris.

It was felt that, in view of the proximity of school and houses, Mr. McCulloch should be asked to remove rather than burn all cleared vegetation.

The Council further agreed to accept Mr. McCulloch's quotation of £90. 00 per visit to mow the Green eight times a year.

This contract would extend for twelve months only.

10. GENERAL ADMINISTRATION(i) Election of Vice-Chairman

On a motion proposed by Cllr. Welch and seconded by Cllr. Butler, Cllr. Mrs. Duckett was nominated as Vice-Chairman of the Parish Council.

There being no other nominations, Cllr. Mrs. Duckett was duly elected nem. con., Cllr. Clarke abstaining on the grounds that he was neither sufficiently conversant with the role of Vice-Chairman nor knew Cllr. Mrs. Duckett sufficiently well to make a judgment on her ability to discharge the duties of that office.

(ii) Vacancy in the Office of Councillor (Longdon Ward)

The Clerk reported that he had been advised by Sue Shiel, Senior Assistant (Electoral Services), Democratic, Development and Legal Services, Lichfield District Council, that no request had been received to call an election to fill the vacancy left by the resignation of Cllr. Stanfield and that, consequently, the Parish Council should fill the vacancy by co-option as soon as possible.

The Clerk was instructed to publish a notice inviting applications from parishioners and eligible members of the public.

11. LAW AND ORDER(i) Joint Operations Group

The Clerk reported that he had received summaries of the main points discussed at meetings of the Joint Operations Group held on Thursday, July 27<sup>th</sup>, 2009, and on 10<sup>th</sup> September 2009.

The second of these had included a warning that bogus tree surgeons were operating in the Handsacre area and were being investigated by the Police.

(ii) Visit of PC Andy Brown, Community Beat Officer

The Clerk reported that PC Andy Brown had held a 'surgery' in Longdon Village Hall between 9. 00 a.m. and 10. 15 a.m. on Saturday, October 10<sup>th</sup>.

The Chairman, Cllr. Mrs. Duckett and the Clerk had also attended, but no members of the public had taken advantage of PC Brown's visit.

However, certain anti-social activities had been noted, including continuing vandalism at the Village Hall, setting fire to a wheelie-bin in order to induce a sense of euphoria from inhaling the fumes, damage to two flower-tubs in Brook End, and taking alcoholic drink to under-age persons playing outside the Village Hall during an evening event, irresponsible behaviour which could, if known to the authorities, threaten the issuing of a drinks licence for future events.

PC Brown said that the identity of those who had destroyed the flowers in the flower-tubs had been made known to him (though the suspected ring-leader was continuing to deny involvement) and he had visited their homes. There was a willingness on the part of some of the group to make amends by apologising to the resident who had been maintaining the tubs and offering financial reparation.

Cllr. Mrs. Duckett thought that a later starting-time and an extended period of publicity might result in more residents attending the next session.

The Chairman reported that Longdon, Longdon Green, Upper Longdon and Gentleshaw had not appeared in the Neighbourhood Watch log of criminal activity for September.

## 12. FINANCIAL MATTERS

### (i) Accounts for Payment

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

≠*Longdon Produce & Flower Show Committee	Hire of Halls for Produce and Flower Show	£160. 00
*G. C. McCulloch	Mowing – September 10 <sup>th</sup>	£225. 00
Longdon W. I.	Hire of Hall	£ 36. 00
Aqua Jet Services	Clearing path across Glebe Field	£325. 00

### (ii) Payments Received

The Clerk reported that, since the last meeting, no payments had been received, though payment for an advertisement in the last issue of “Longdon Life” was still outstanding.

### (iii) Current Balances

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

NatWest c/a	£872. 27	The Halifax s/a: £17016. 21
(less unpaid cheques:		
1432: £ 36. 00		
£836. 27		

### (iv) Appeals for Grant Aid

#### (a) Christ Church, Gentleshaw PCC

The Clerk reported that he had received from Mrs. Carol Shelley, Secretary to the Parochial Church Council, an email dated 6<sup>th</sup> October 2009, asking the Parish Council for a grant to help with the finances necessary to establish a welcoming environment in one of the rooms within the church. This room would be used as a social area for any members of Gentleshaw or Cannock Wood, including parents of pupils at the adjacent school, to meet.

The intention was to begin this as a regular activity one afternoon each week, but this might increase if appropriate.

The Clerk went on to explain that he had been unable to deliver a Grant Application Form to Mrs. Shelley, who was now in the US, and he had been informed by Mr. Gary Powis, one of the church's Readers, whom he had consulted in

Mrs. Shelley's absence, that the project was still in its early stages.

He had left a Grant Application Form with Mr. Powis on the understanding that it would be returned to him completed when the project was at a more advanced stage.

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

The Chairman presented a written report on a meeting of the Finance and General Purposes Committee which had taken place in the W. I. Hall, Longdon on Tuesday, October 6<sup>th</sup>, 2009 (*Appendix B*), at which the Clerk had presented a Financial Statement for the first two quarters of the current financial year and at which the Committee had considered the Final Report of the Independent Internal Auditor for the Financial Year ended 31<sup>st</sup> March 2009.

Attention focussed on Mr. Toplis's comments regarding the need for risk assessment to be more structured. Councillors generally felt that the Council's policy was consistent with its policies, but agreed that it would be discussed by the Finance and General Purposes Committee at its next meeting. In the meantime, Cllr. Clarke would look into the matter.

### 13. CORRESPONDENCE SINCE LAST MEETING

(i) The Clerk reported that he had received from Sara Green, Development Officer – European Social Fund Community Grant, Community Council of Staffordshire, a letter dated 10<sup>th</sup> September 2009, informing the Council that her current role was to advise groups about the European Social Fund Community Grants Scheme, which was intended to support a range of activities aimed at assisting the disadvantaged or excluded to move closer to the labour market.

(ii) The Clerk reported that he had received from Avril Green, Fundraiser, Cruse Bereavement Care – Lichfield, Cannock & District, a letter dated 13<sup>th</sup> September 2009, thanking the Council for its donation of £75. 00 towards her organisation's running costs and expressing the hope that someone from the Parish Council would be available to accept an invitation to its 2010 Annual General Meeting.

(iii) The Clerk reported that he had received from Lynsey Eastwood, Community and Education Assistant, Staffordshire Wildlife Trust, a letter dated 16<sup>th</sup> September 2009 advising the Council that the Trust was hoping to create a new natural play space at the Wolseley Play Centre and was planning to bid for Playbuilder money from Staffordshire County Council to achieve this.

She had enclosed a questionnaire designed to provide information to be used in support of this bid, but unfortunately the time allowed for its completion was not adequate for the Council to answer it meaningfully, since it depended on canvassing local opinion.

(iv) The Clerk reported that he had received from Alex Fox, Chairman, and Stuart Poyner, Chief Executive, South Staffordshire NHS Primary Care Trust, a letter dated 22<sup>nd</sup> September 2009, enclosing a copy of the Trust's Annual Report for 2008/2009 and inviting feedback.

(v) The Clerk reported that he had received from Val. Heseltine, Honorary Secretary, Longdon Produce and Flower Show Committee, a letter dated 24<sup>th</sup> September 2009, thanking the Parish Council for its donation of £160. 00 towards the cost of staging this year's Show, at which turnout and exhibits had been excellent.

(vi) The Clerk reported that he had received from Viv. Evans, Chief Executive, Staffordshire Parish Councils' Association. a letter postmarked 29<sup>th</sup> September 2009, enclosing a copy of the Constitution which would be offered for adoption at the Association's Annual General Meeting and asking for any points which the Council wished to be raised at the next meeting of the Association's Executive Committee to be submitted by October 19<sup>th</sup>, the same date that any proposed resolutions for debate at the AGM should be received.

(vii) The Clerk reported that he had received from Michael Evans, of Acme Tree Services Limited, Burntwood, a letter dated 29<sup>th</sup> September 2009, introducing his company, suppliers of tree surgery and ground maintenance.

The Clerk reminded the Council that it had employed this company in the past and had been satisfied with its work, and it was agreed that Mr. Evans's letter should be put on file for possible reference in the future.

(viii) The Clerk reported that he had received from Sarah Pearce, Licensing and Electoral Services Manager, Democratic, Development and Legal Services, Lichfield District Council, an undated letter inviting the Parish Council's views on her Council's Draft Statement of Principles relating to the Gambling Act of 2005.

The policy could be viewed on and downloaded from the District Council's website – <http://www.lichfielddc.gov.uk/gamblingact2005>, and the deadline for receipt of comments was 30<sup>th</sup> October 2009.

Cllr. Mrs. Meere agreed to view the policy on behalf of the Council.

#### 14. OTHER COMMUNICATIONS

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

Calendar of Meetings, fortnight ending 27<sup>th</sup> September 2009;  
Calendar of Meetings, fortnight ending 11<sup>th</sup> October 2009.

(ii) From Christine Bluck, Democratic and Legal Officer, Democratic, Development and Legal Services, Lichfield District Council:

Cabinet Arrangements – Forward Plan 2009/2010 – September –  
Version 1 – published 16 September 2009 – effective for period  
01. 10. 2009 – 31. 01. 2010.

(iii) From Carol Pepper, Admin Assistant, Lichfield District Council:

Minutes of the meeting of the Lichfield District Parish Forum held  
on 2<sup>nd</sup> September 2009.

(iv) From Sally Duckett, Licensing Officer, democratic, Development and Legal Services, Lichfield District Council:

Licensing Act Applications registered during w/e 18<sup>th</sup> September 2009;  
Licensing Act Applications registered during w/e 25<sup>th</sup> September 2009;

(v) From Moira Taylor, Administration Assistant, Community and Partnership Team, Lichfield District Council:

“Community Transport News”: Issue 3, September 2009.

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

E Bulletin – Issue No. 97, 10<sup>th</sup> September 2009;  
E Bulletin – Issue No. 98, 17<sup>th</sup> September 2009.

(vii) From Jan Wright, S3SN Admin Assistant, Lichfield & District CVS:

E Bulletin – Issue No. 100, 1<sup>st</sup> October 2009

(viii) From The Staffordshire Parish Councils' Association:

- Funding Opportunities for Voluntary and Community Groups in Lichfield and the Surrounding Areas (11/09/09);
- Funding Opportunities for Voluntary and Community Groups in Lichfield and the Surrounding Areas ( 18/09/09);
- Stroke Identification;
- Shelters from shelutions;
- Parish Plans (example of cost: £500. 00 for 100 hard fourteen-pages copies in full colour);
- Notice of Course – “Budgets and Preparations for Precept Request”, Room 3, The Peel Building, St. Chad's Place, Stafford, starting on Wednesday, October 7<sup>th</sup>, 2009 (no time given). Course Tutor: AlanToplis;
- Notice of Social Enterprise Workshop on Wednesday, October 21<sup>st</sup>, 2009, at the Queen Street Centre, Burton-on-Trent, from 9. 30 a.m. to 1. 00 p.m. (lunch provided);
- Get-together to discuss new venture to support people with learning difficulties in Lichfield and Burntwood: Thursday, October 1<sup>st</sup>, 2998, at the Minster Youth Centre, Lichfield, from 6. 30 p.m. onwards;
- Funding: Lichfield District Council Grant Aid 2010 (maximum grant £1000. 00, deadline 4. 00 p.m., December 4<sup>th</sup>, 2009); Reaching Communities – England – grants of between £10. 000 and £500. 000 for projects that help those in need and improve the quality of life in communities across England;
- Regional Strategy (WMRSS Phase 2 Revision Panel Report);
- Appeal letter from Douglas Macmillan Hospice, Blurton, Stoke-on-Trent;
- Poster: “The Johnsons. Their Reality, Your Future” (our country, our country, our choice);
- Energy conservation and planning seminars;
- Chief Constable's Letter: “please would you click on the link sent to you with this letter and answer the 8 short questions about policing and 4 short questions about your role by Wednesday, 14<sup>th</sup> October 2009”.

(ix) From The National Association of Local Councils:

“LCR”: Volume 62, No. 2 – Autumn 2009.

(x) From The Staffordshire County Council Ranger Service:

Countryside Events – October 2009.

(xi) From The Honorary Secretary, Beau Desert Sports Field and Recreation Ground Trust:

Minutes of meeting of Trustees held on 20<sup>th</sup> August 2009.

(xii) From KOMPLAN, Milton Keynes:

Promotion leaflet.

(xiii) From Littlethorpe of Leicester:

Brochure: Hardwood Bus Shelters.

(xiv) From Wicksteed Leisure Ltd., Kettering, Northants.:

Booklet: "Discovery through Play";  
Leaflet: "High energy products for 8-13 year-olds!".

(xv) From GOPAK, Hythe, Kent:

Promotional card.

(xvi) From Produlic Ltd., West Bridgford, Nottingham:

"AboutPlay": Issue 12.

15. ANY OTHER URGENT BUSINESS (AT DISCRETION OF CHAIRMAN)

No matters were raised.

16. DATE OF NEXT MEETING

Tuesday, November 10<sup>th</sup>, 2009, in the Cannock Wood & Gentleshaw Village Hall, commencing at 7. 30 p.m.