

MINUTES OF A MEETING OF THE PARISH COUNCIL OF LONGDON HELD
IN THE CANNOCK WOOD AND GENTLESHAW VILLAGE HALL ON
TUESDAY, MARCH 9TH, 2010

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

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

1. APOLOGIES

Cllr. The Rev. J. R. Andrews; Cllr. N. J. Bird; Cllr. C. D. Cherry;
and County Councillor F. W. Lewis, MBE

Councillors heard from Cllr. Mrs. Meere that Cllr. Bird was at present recovering in hospital from a major operation and sent him their best wishes.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday, February 9th, 2010, were, on a motion proposed by Cllr. Mrs. Meere and seconded by Cllr. Butler, approved and signed.

3. PUBLIC PARTICIPATION

No members of the public were present.

4. MATTERS ARISING FROM THE MINUTES

(i) Planning

Cllr. Roberts reported that planning permission had been refused for the siting of a temporary mobile home for an agricultural worker at Benbrook Farm, Stonywell Lane, Longdon Green, which had already been erected and was not in the position indicated in the planning application.

He expected the applicant to appeal and warned that the process could take months, during which the mobile home was likely to remain in situ.

5. PLANNING

(i) Report of Planning Committee

The Chairman reported that the following planning applications had been considered by the Committee:

10/00076/COU: Mr. & Mrs. P. Hamer: Conversion of outbuilding to ancillary accommodation/holiday let: Holly Farm, Chorley

The following comments had been submitted:

“Notwithstanding the description of the proposed development as ancillary accommodation, it is clear from the proposed layout of the building that this application relates to the change of use of the building to a separate unit of living accommodation. Furthermore, in relation to this suggested use as a holiday let, officers will be aware that many holiday lets that have been granted planning permission have subsequently, with or without planning permission, been used for permanent residential accommodation.

The Parish Council therefore urges the District Council, if they are mindful to allow such a proposal, to require a full financial appraisal, for it is the Parish Council’s view that such a proposal would not be viable, and to grant permission in this case would result in the establishment of a new dwelling which would be contrary to Green Belt policy.”

10/00077/COU: Mr. & Mrs. P. Hamer: Reuse of agricultural building to stables for two horses and change of use of land to the keeping of horses: Land south-west of Holly Farm, Chorley

The following comment had been submitted:

“The Parish Council has no objection to this application.”

(ii) For Consideration

10/00153/FUL: Mr. & Mrs. J. Howells: Two-storey extension and alterations to existing dwelling to form kitchen, bathroom, bedroom and en suite with extensions to outbuildings to form stables, tack room and storage areas: Cherry Orchard Farm, Stafford Road, Longdon

The Council felt that this proposal was, by reason of its reduction in size, a more acceptable development.

10/00154/FUL: Mr. Peter Howells: Erection of 3 two-bedroom detached bungalows with associated garages: 93 Upper Way, Upper Longdon

The Parish Council had grave concerns about this planning proposal.

There was concern over the sustainability of the village location, since there are no facilities other than a public house within easy walking distance, and no local bus service from this part of the village.

It was also thought that, if granted, this proposal would lead to too many dwellings on the site; the number should be limited to two, if allowed, since the density proposed had led to contrived plot boundaries in order to fit the number of dwellings proposed on the site and resulted in one of the plots being wrapped around behind No. 91.

On the matter of design, the relevant national policy was set out in PPS1 and PPS3, while other guidance provided in “By Design – Urban design in the planning system: towards better practice” and “Better places to live: by design” were also relevant. Taken together, the thrust of all these documents was an increasing need for the efficient use of urban land through building at higher densities than was previously the case whilst achieving development of the highest quality. In addition to seeking increased densities, they advocated that development should be well integrated with, and should complement neighbouring buildings and the local area more generally in terms of scale, density, layout etc. In particular, PPS1 and PPS3 made it clear that new development should create or enhance a distinctive character that related well to its surroundings.

One of the Key Principles set out in PPS1 was that design that failed to take the opportunities available for improving the character and quality of an area and the way it functioned should not be accepted. The latter emphasised that high quality design was not just about attractive and appropriate appearance of new dwellings, a matter that in this instance was reserved for future consideration, but was also about layout.

The surrounding properties were generally large, set within substantial grounds. Whilst the detached bungalow dwellings proposed might not be greatly dissimilar in size to some others in the area, the plots within which they would sit would be noticeably smaller. The development would cause significant harm to the established character and appearance of the area, creating a very obvious and stark contrast to the more ‘organic’ form of development that characterised that part of Upper Way. That impact would be emphasised by the sea of hard-surfacing and parking/garaging at the front of the proposed buildings in the most publicly visible position. In addition, no detailed design attempt had been made to articulate the proposed buildings or to ensure any architectural empathy with the rural setting.

The monotony of the regular sizing and spacing of the buildings exacerbated the poor detailing and blandness of the designs. National and local policies and guidance sought to improve the quality and attractiveness of residential areas, resisting design which was inappropriate in its context and which failed to take the opportunities available for improving the character and quality of an area.

It was proper to seek to promote or reinforce local distinctiveness, particularly where this was supported by clear plan policies. While the Parish Council accepted that there was a wide variety in terms of style of dwelling in the immediate vicinity, this was a village location, and there had been no attempt to reflect any local vernacular or the rural location.

The Parish Council had therefore objected to this application.

Cllr. Welch declared a personal interest in this application as both being known to the applicant and living close to the application site and took no part in the discussion or decision-making.

10/00157/ABN: Mr. Phillip Hamlet: Barn for storage of hay, straw and fodder:
Land off Giddywell Lane, Longdon

The Parish Council had grave reservations about this application.

It was not clear from the plan what was either the original land or the additional land.

Moreover, the need for this building was not obvious, since no cattle could at present be seen, yet, according to General Permitted Development, a building can only be permitted if it was “reasonably necessary for the purposes of agriculture within that unit”.

Finally, it was not clear why the existing building could not be used, since it seemed of sufficient size.

The Council noted that this was the third application submitted in relation to this site and was concerned over possible future development.

10/00159/FUL: Mr. Tony Cox: Construction of two pools for environmental purposes (retrospective): Land west of Maplebrook Lane, Gentleshaw

It was agreed that the Council should seek an extension to the consultation period whilst it was still in consultation over this application.

(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:

10/00037/FUL: Mr. David Davies: Single- and two-storey extensions and alterations to form living-room, dining-room and bedrooms: Greensleeves, Lower Way, Upper Longdon

(iv) Refused by Lichfield District Council

10/00030/COU: Goldcycle Ltd.: Change of Use of Land to site a portacabin for use as a mess room and restroom ancillary to the equestrian use (retrospective): Land at Brook Farm, Chorley

The Clerk reported that, while he had received no Notices of Refusal of Planning Permission since the last meeting, he *had* received from Claire Billings, Development Control Manager, Democratic, Development and Legal Services, Lichfield District Council, a letter dated 1st March 2010 informing the Council that, while the Parish Council had raised no objections to this application, it had been refused for reasons that it then omitted to explain.

He had written to Mrs. Billings pointing out this omission and also pointing out that, while the Parish Council may not have used the word “object” in its comments, it should have been manifestly clear from the text of the letter that the Council strongly opposed the development

(v) Other Planning Matters

(a) Fir Tree Cottage

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 12th February 2010, informing the Council that a Planning Contravention Notice relating to the business use of the above premises had been served on the owners the previous day.

They had twenty-one days in which to respond.

The Clerk further reported that he had received a letter from Mrs. Hibbs, dated 2nd March 2010, in which she informed the Council that an initial visit in January had not revealed any business activity although there were two signs advertising the sale of logs. The owner had subsequently advised that he bought wood in bulk and made them into logs for his own use and that he advertised them for sale in order to recoup the cost of the timber. There were only occasional sales to the public.

Mrs. Hibbs had concluded that, on that basis, a material change in the use of land had not taken place, and that consequently she could take no further action.

Councillors found Mrs. Hibbs' response unacceptable. While the owner might claim that sale of timber was only occasional, the two signs were on display permanently and were an invitation to the public to call at any time.

Moreover, the timber had to be brought onto the premises before being cut up into logs for sale and was not a product of an activity being carried out on the premises.

Nor had Mrs. Hibbs addressed the question of the conversion of a domestic garden to a works yard currently being used to store materials and commercial vehicles not related to an activity being carried out within the curtilage of the property.

The Clerk was instructed to reply to Mrs. Hibbs making the Council's dissatisfaction with the inadequacy of her response known to her.

(b) Notice-board on highway verge outside No. 71 Upper Way, Upper Longdon

The Clerk reported that, following the erection of a notice-board on the highway verge outside No. 71 Upper Way, Upper Longdon, Mrs. Tonks had complained to both the Local Planning Authority and the County Highways Department, claiming that it obstructed the view of members of her family emerging from her property and was therefore a traffic hazard.

Councillors found this claim unacceptable, since the site on which the notice-board now stood had previously been occupied by two parked cars belonging to members of the household.

Moreover, the site had been visited by Tim Buxton, Highways Technician, who had concluded that the notice-board, viewed from the side, had very little visual impact on anyone driving out of the house.

However, the Clerk had received a letter from Mrs. Hibbs, dated 25th February 2010, reporting that she had received a complaint that the notice-board was sited so that it caused an obstruction to the complainant's visibility and was a danger, and consequently she was of the informal opinion that planning permission would be required if the Council wished to retain the notice-board in its present position unless the Council removed the site from its current location, re-sited it at another location or submitted an application for advertising consent if the Council wished to retain the notice-board in its present location.

The Clerk added that he had replied to Mrs. Hibbs informing her that the Parish Council had the permission of Richard Rayson, the Community Highways Liaison Manager, to erect a notice-board on the highway verge at that location, that the location had been inspected by Tim Buxton, the Highways Department's Highways Technician, who had not seen a problem with its present location and that the location had been in part chosen to discourage the parking of vehicles on the highway verge at that location, which, in the view of the Parish Council, presented a much greater obstruction to visibility at that point.

He had concluded his letter by suggesting that Mrs. Hibbs re-considered her opinion, which, he had noted, was only informal at this stage.

Cllr. Welch suggested that there was an inconsistency between the second and third alternatives set out in Mrs. Hibbs' letter, while Cllr. Butler said that, in recent days, he had received no fewer than seven complaints from local residents over the number of vehicles being parked on the verge outside No. 71.

It was noted that, since the erection of the notice-board, members of the household appeared to have begun a campaign of non-co-operation, parking no fewer than five cars on the verge and parking one so close to the notice-board that it would have been impossible to read any notices posted on it, and it was agreed that more strenuous action needed to be taken if the continuing abuse of the verge was to be prevented.

On a motion proposed by Cllr. Mrs. Meere and seconded by Cllr. Taylor, it was agreed that the Clerk should write to Mr. Rayson, asking whether a line of posts or bollards could be erected along the edge of the verge.

(c) Planning Application 09/01139/COU: Miss S. Boston & Mr. H. Reynolds: Change of use of traditionally-constructed barn to five-bedroom dwelling-house and conversion of Dutch barn to form stables, garage and art studio (ancillary to dwelling-house): Brereton Cross Farm, Bardy Lane, Longdon

The Clerk reported that he had received from Della Templeton, Senior Planning Officer, a letter dated 22nd February 2010, in response to the Parish Council's query regarding the above application, which, in tidying up her files, she had noted had not received a reply.

She went on to explain that the application had been amended to relate only to the conversion of the main brick barn, leaving the Dutch barn structure unchanged.

Using the term "withdrawn" in relation to a planning application could imply that the entire scheme was no longer to be considered, and for that reason, when only part of the scheme was to be discontinued, the Local Planning Authority generally referred to those elements as having been omitted from the scheme which could result in refusal of the entire scheme.

The element would be omitted, leaving the remainder of the scheme/application to (hopefully) be progressed in a more positive manner.

She confirmed that that the remaining proposal to convert the brick barn to residential use had been approved.

The Clerk reminded Councillors that they had been concerned by the use of the word “omitted”, which, it had been felt, could be interpreted to mean either “omitted from the previous application” or “withdrawn” and had asked for clarification.

(d) Lichfield District Local Development Framework
Allocations of Land and Site Development – Development Plan Document
(DPD) Call for Sites, February 2010

The Clerk reported that he had received from Neil Cox, Planning Policy Manager, Democratic, Development and Legal Services, Lichfield District Council, a letter dated 15th February 2010 and enclosures relating to the above.

The full document could be read by calling it up on the District Council’s website.

It was agreed that discussion on the document should be deferred until the next meeting to give Councillors time to consult the full text.

6. REPORTS OF MEETINGS

(i) SPCA Seminar of VAT

The Clerk reported that he had attended a seminar on Value Added Tax organised by the Staffordshire Parish Councils’ Association which had taken place in the County Building, St. Chad’s Place, Stafford, on Thursday, February 18th, 2010 and had been conducted by Alan Toplis, of Alan Toplis Associates.

The seminar had been very informative on the subject, though little of it had had a direct application to Longdon Parish Council.

7. NOTICE OF MEETINGS AND FORTHCOMING EVENTS

The Clerk reported that he had received notice of the following notices and forthcoming events:

(i) “Tackling Anti-Social Behaviour”: Wednesday, March 10th, 2010, at the Cannock Cricket & Hockey Club, Chase Park, Church Lane, Hatherton, Cannock, from 9. 15 a.m. (registration and coffee) to 2. 15 p.m.

(ii) “Tackling Anti-Social Behaviour”: Thursday, March 11th, 2010, at The Stadium Suite, Walsall Football Club, Bank’s Stadium, Bescot Crescent, Walsall, from 9. 15 a.m. (registration and coffee) to 2. 15 p.m.

(iii) Beau Desert Sports Field and Recreation Trust: Thursday, March 11th, 2010, in The Conservatory, The Park Gate Inn, Park Gate Road, Cannock Wood, commencing at 8. 00 p.m.

(iv) Big Lottery Fund's Big Chat: Tuesday, March 16th, 2010, from 1. 00 p.m. to 3. 00 p.m.

(Members of the public were being invited to take part in a live web chat by logging on bigchat-questions@biglotteryfund.org.uk or by tweeting their questions to [#bigchat](https://twitter.com/biglotteryfund) hashtag and follow www.twitter.com/biglotteryfund for updates)

(v) "What's on the Agenda?": Wednesday, April 28th, 2010, at Whitmore Village Hall, commencing at 7. 00 p.m. Cost: £10. 00 per delegate.

Agenda: Why is the Parish council there and what are the roles of the Chairman, the Clerk and the Councillors? Is it legal? Is it good practice?

8. HIGHWAYS AND FOOTPATHS

(i) Report on Meeting of Highways and Footpaths Committee

The Chairman presented a written report on a meeting of the Highways and Footpaths Committee which had take place in the W. I. Hall, Longdon, on Thursday, February 25th, 2010 (*Appendix A*).

Cllr. Juxon reported that he had received a quotation of £310. 00 from Armitage Electrical for installing a lighting supply under the new path through Longdon Churchyard, but unfortunately the ductwork had had to be installed before the path was laid.

The Clerk was instructed to write to the company thanking them for the quotation but regretting that it had been received too late.

(ii) Footpath 73 and Shropshire Brook

The Chairman reported that work had been completed on the footpath, but work on the bridge had not yet begun.

(iii) Footpath at side of A51 between Bradley Lakes and Brereton Hill

The Chairman reported that she had asked Kevin Healey to submit a quotation for clearing the footpath running alongside the A51 between Bradley Lakes and Brereton Hill.

(iv) Repair of Pot Holes

The Clerk reported that he had received from Cllr. Mike Maryon, Cabinet Member for Highways, Staffordshire County Council, a letter dated 16th February 2010, updating the Council on the current situation regarding pot hole repairs throughout the County.

Immediately following the recent bad weather, the County Highways Department had identified approximately 1200 new pot holes, in addition to existing road defects, between five and six times the normal number.

To ensure that the roads were safe enough to drive on, temporary fixes were being used and would be in place until a permanent fix can be achieved at a later date. Though they were not attractive, they did stop the roads from being a danger to car users.

While the County Council had invested an extra £30m. on highways maintenance over three years, thereby doubling the planned highways investment, the team repairing the roads had not increased in size, so the change would not happen overnight, and the problem caused by the snow had added a new dimension. However, the County Highways Department was working hard to sort out the problem.

(v) Mud in Borough Lane opposite The Grand Lodge

The Clerk reported that he had received from Kevin Wawrzynczyk, Community Highways Liaison Officer (Eastern Area Highways Office), Development Services Directorate, Staffordshire County Council, an email dated 22nd February 2010, informing the Council that he had met the Contract Manager at the Grand Lodge, who had assured him that he would address any issues of mud on the highway if they arose.

(vi) Visits by Neighbourhood Highway Team

The Clerk reported that he had also received from Mr. Wawrzynczyk a second email, dated 25th February 2010, informing the Council that a Neighbourhood Highway Team would be visiting the parish on April 5th, August 9th and December 13th.

The Team had been asked to clear the footway running alongside Church Hill from the A51 to the first house in Longdon Green.

It was suggested that the Team might also be asked to trim around the benches at the side of the A51 (though this had now been included in the mowing contract) and to clear Borough Lane of litter.

(vii) Community Footpaths Initiative

The Clerk reported that he had received a phone call from Elizabeth Thatcher, Communications and Tourism Manager, Democratic, Development and Legal Services, Lichfield District Council, who, in response to his letter of 20th February 2010 asking whether funding was available for the proposed update of the Council's footpath leaflets, had promised to reserve for this purpose any money remaining from her budget as the end of the financial year.

Cllr. Clarke suggested that Councillors might like to try out the proposed Gentleshaw Walk before the leaflet was published; this would give them the opportunity to identify features which could then be highlighted in the leaflet.

Cllr. Butler reported that Mr. Dan Worsley, a newcomer to the parish living at No. 67 Upper Way, Upper Longdon, had offered to prepare the maps for the leaflets, this being within his professional expertise; this offer was gratefully received by the Council.

(viii) Mapping Services Agreement

The Clerk reported that he had received from Alison Bowyer, Geographic Information Service Liaison Officer, Development Services Directorate, Staffordshire County Council, a letter dated 5th March 2010, asking if Longdon Parish Council wished to extend its contractor's licence between itself and Staffordshire County Council for a further twelve months.

The Clerk was authorised to sign the enclosed Agreement Form on the Council's behalf and return to Ms. Bowyer.

9. GREENS AND OPEN SPACES(i) Gentleshaw Green

Cllr. Welch reported that he had recently met Adrian Bevan, of Living Landscapes, at Gentleshaw Green and discussed with him alternative ways of laying out the area around the notice-board, the second stage of the Council's regeneration programme for the site.

He had received Adrian's quotation for the work that very day and had noted that the cost would be in the region of £3000. 00, though it was likely that half of this would be met by a grant from the Sustainable Development Fund.

He would present the proposal to the Greens and Open Spaces Committee at its meeting on March 30th; in the meantime, he would consult John Smith, Lichfield District Council's Greens and Open Spaces Strategy Manager.

10. GENERAL ADMINISTRATION(i) Promoting the Council's Activities

Cllr. Clarke presented a paper on promoting on ways of the Council's activities, copies of which had been distributed prior to the meeting.

Cllr. Clarke said that there was a need to keep parishioners informed of what the Council was doing and to advise them of the Council's achievements. In this way, confidence that the precept was being spent appropriately and efficiently would be instilled and involvement stimulated.

Reviewing the methods already used by the Council to inform parishioners, he said that, while there was evidence that "Longdon Life" was being widely read, few parishioners attended the Annual Assembly, and, while copies of the approved minutes were made available in Longdon Post Office, two of the three community halls and all three licensed premises and posted on the Parish Website, he suspected that only a devoted few read them.

On the other hand, though the Village News section in "The Lichfield Mercury" was likely to be widely read, the column devoted to Longdon appeared only irregularly owing the personal circumstances of the village correspondent.

To meet the need for publicity, Cllr. Clarke recommended the continued distribution of the approved minutes for in-depth appreciation of the work of the Parish Council; a short summary of current activities and achievements in each issue of "Longdon Life", which, however, appeared only three times a year; a more consistent use of the Village News section of "The Lichfield Mercury" and the use of that journal for short press releases, including photographs; and the time-limited posting of "Another Action" slips on notice whenever a project was started and when it was completed.

Frequent exposure and brevity were, he argued, the key to attracting attention and hence building confidence.

Cllr. Clarke then went on to list recent opportunities which might have been the subject of photo releases: the start and completion of the footpath extension across the Glebe Field; the handing over of the chain of office by the retiring Chairman to his successor; the nailing of a new footpath disc on the new bridge across the Shropshire Brook by the Chairman; the installation of the new notice-board with the Chairman pinning up the first notice; the adoption of Gentleshaw Green by Longdon Parish Council, represented by a group of Councillors and members of the public; and a display of the new footpath leaflets.

A discussion followed Cllr. Clarke's presentation, at the conclusion of which Cllr. Clarke was asked if he would consider undertaking the role of the Parish Council's Press Officer. Cllr. Clarke having indicated his willingness to undertake the role, he was, on a motion proposed by Cllr. Taylor and seconded by Cllr. Butler, appointed to the position.

(ii) Membership of Committees

The Chairman reminded new Councillors that vacancies existed on all the Council's Committees and suggested that they might like to attend meetings before deciding which Committee they wished to join.

(iii) Date of Annual Assembly

It was agreed that this year's Annual Assembly should take place on Tuesday, April 27th.

The Clerk was instructed to write to the Head Teacher of St. James School asking whether the School could be made available for the meeting.

(iv) Nomination of School Governors

The Clerk reported that he had received from Wendy Maddox, Administrative Assistant, Governor Services, Directorate of Children, Young People and Families, Staffordshire County Council, two letters, both dated 1st February 2010, informing the Council that a vacancy for a Local Authority Governor existed at both St. James C. E. (V. C.) School, Longdon, and Gentleshaw Primary School.

On a motion proposed by Cllr. Mrs. Meere and seconded by Cllr. Taylor, Cllr. Clarke was nominated for the vacancy at Gentleshaw Primary School, and, on a motion proposed by Cllr. Juxon and seconded by Cllr. Welch, Cllr. Taylor was nominated for the vacancy at St. James School after both had indicated their willingness to be so nominated.

11. LAW AND ORDER

(i) Joint Operations Group

The Clerk informed the Council that he had received by email a summary of the main points discussed at a meeting of the Joint Operations Group which had taken place on Thursday, January 11th, 2010.

There were no direct references to Longdon.

(ii) Neighbourhood Watch

Cllr. Taylor reported that he had received the Neighbourhood Watch Crime Log for February for the Alrewas, Longdon, Kings Bromley and Armitage area.

Longdon did not appear as the venue for any criminal activity during the month, but the Log warned of an increase in the number of burglaries from garden sheds and at void properties or properties undergoing renovation, and against attempted telephone scams in which the caller is attempting, using one of a variety of superficially plausible pretexts, to obtain the householder's account details or pin number, which should never be divulged over the telephone.

There had also been further instances of the 'gold jewellery' scam, in which drivers were being flagged down by an apparently broken-down motorist, usually at a layby or junction, who claimed to have run out of petrol and who offered to sell the victim 'gold jewellery' for cash in order to buy some petrol. Needless to say, any kind-hearted member of the public who bought the jewellery found it to be virtually worthless.

12. FINANCIAL MATTERS

(i) Accounts for Payment

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

*# D. McCarthy Bros. (Lichfield) Ltd.	Surfacing works carried out to footpath at Longdon Church: Cost: £1400. 00 VAT: £ 245. 00	£1645. 00
W. B. Sullivan	Clerk's Salary: £300. 00; Photocopying: £150. 04 Postage: £ 32. 08	£ 482. 12
A. C. Joinery	Supply and fit 4ft x 3ft oak notice board and two 4in. sq. oak posts: Original cost: £630. 00 Extra labour and materials: £ 55. 00*	£ 685. 00

* “On arriving on site to fix notice-board, it became apparent that left-hand post had been tampered with. Additional labour and materials were required to correct posts” – Report of contractor.

Eric Roy	Hosting and support of Parish Website for 12 months from 1st March 2010	£ 130. 00
Longdon W. I.	Hire of Hall - February 25 th : £12. 00; Hire of Hall - March 2 nd : £12. 00	£ 24. 00
Cannock Wood & Gentleshaw Village Hall Management Committee	Hire of room	£ 16. 00
#Community Council of Staffordshire	Membership Renewal	£ 12. 00

(* confirmation #payment made under Section 137)

(ii) Payments Received

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

M. Webb	Advertisement: “Longdon Life”	£ 8. 00
Lynn Marshall	Advertisements: “Longdon Life”	£ 22. 50

(iii) Current Balances

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

NatWest c/a: £5399. 90 The Halifax s/a: £8016. 21

(iv) Independent Internal Audit

The Clerk reported that a date had yet to be arranged for the Interim Independent Internal Audit.

(v) External Audit

The Clerk reported that he had received from Viv. Evans, Chief Executive, Staffordshire Parish Councils’ Association, an email dated 24th February 2010, confirming that the date fixed by the Audit Commission for submitting the Annual return was June 1st.

This was in spite of the fact that the statutory date for submissions was, in fact, June 30th.

(vi) Report on meeting of Finance and General Purposes Committee

The Chairman reported that this meeting, scheduled to take place in the W. I. Hall on March 2nd, had been inquorate and would now take place on March 23rd.

(vii) Closure of The Halifax Savings Account

On a motion proposed by Cllr. Taylor and seconded by Cllr. Mrs. Meere, it was agreed that the above account should be closed and that, for the time being, the balance should be transferred to the Council's NatWest account.

(viii) Community Wellbeing Fund

The Clerk reported that he had received from Cllr. Matthew Ellis, Cabinet Member for Adults and Wellbeing, Staffordshire County Council, a letter dated February 2010, in which he introduced a new scheme called the "Community Wellbeing Fund" enabling groups to apply for grants of between £1000 and £10,000 to provide support and services for older and vulnerable people in their area.

As examples of services or initiatives which could be funded through this scheme, he listed developing community transport, organising healthy luncheon clubs, "pop in" schemes and exercise classes, and leisure-, education- or training-orientated classes such as Computer Clubs.

There were two opportunities to apply: from 1st April to 30th June 2020, and from 1st September 2010 to 30th November 2010.

A copy of Cllr. Ellis's letter had been distributed to all Councillors prior to the meeting.

13. CORRESPONDENCE SINCE LAST MEETING

(i) The Clerk reported that he had received from Cllr. Robert Marshall, Cabinet Member for Regeneration and Infrastructure, Staffordshire County Council, a letter dated 12th February 2010, calling for support for the County Council's determination to secure a good outcome for the people of Staffordshire when the West Midlands Regional Assembly considered allocations for minerals extractions up to 2020.

A copy of Cllr. Marshall's letter had been distributed to all Councillors prior to the meeting.

(ii) The Clerk reported that he had received from Mrs. Val Shand, Secretary of the Longdon Parochial Church Council, a letter dated 13th February 2010, thanking the Parish Council for organising contractors to carry out the work of laying a footpath across the churchyard.

She had added that the PCC had received lots of positive comments, and having an all-weather path from the village to the door of the church was greatly appreciated.

(iii) The Clerk reported that he had received from Abby Wilde, Patient and Public Engagement Manager, South Staffordshire NHS Primary Care Trust, a letter dated 19th February 2020, informing the Council that the Trust was holding drop-in sessions across South Staffordshire to enable members of the public to make suggestions, raise concerns and ask questions about the future provisions of local health services.

The sessions would be attended by a member of the Trust's Executive Team.

A session was being held at the Armitage Clinic, Millmoor Avenue, Armitage, between 12 noon and 1.00 p.m. on Monday, March 1st.

The Clerk added that he had displayed posters publicising the session on all the Parish Council's notice-boards.

(iv) The Clerk reported that he had received from Jim Morrison, Chairman of the Queen's Hospital Scanner Appeal, a letter dated 20th February 2010, thanking the Parish Council for its donation to the Appeal, which had so far raised £113,019.00.

(v) The Clerk reported that he had received from Stephen F. Berisford, Manager – Clerking Agency, Directorate for Children, Young People and Families, Staffordshire County Council, a letter dated 17th February 2010, informing the Council that Governor Services were currently seeking to train and recruit Clerks to Governing Bodies in the Burton-on-Trent and Tamworth area.

He had displayed the Agency's recruitment posters on all the Parish Council's notice-boards.

14. OTHER COMMUNICATIONS

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

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

Calendar of Meetings, fortnight ending 28th February 2010;
Calendar of Meetings, fortnight ending 14th March 2010;
Forward Plan – Version 1 – issued 12th February 2010 – Effective for the Period 01.03.10 – 30.06.10;
Forward Plan – Version 2 – issued 12th February 2010 – Effective for the Period 01.03.10 – 30.06.10.

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

Licensing Act Applications registered during w/e 12th February 2010;
Licensing Act Applications registered during w/e 19th February 2010;
Licensing Act Applications registered during w/e 26th February 2010.

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

Register of Electors – Monthly Applications for 1st March 2010.

(iv) From Paul Rigby, Planning Officer, Development Services Directorate, Staffordshire County Council:

Local Transport Plan 2011-2026 – Strategic Environmental Assessment – Draft Scoping Report.

(This document, which is 97 pages long and has an appendix of a further 16 pages, can be viewed on www.staffordshire.gov.uk/ltp. Go to section headed "Consultations")

(v) From Jan Wright, S3SN Administration Assistant, Lichfield and District CVS:

E Bulletin – Issue No. 4/10, 4th February 2010;
E Bulletin – Issue No. 5/10, 11th February 2010;
E Bulletin – Issue No. 6/10, 18th February 2010;
E Bulletin – Issue No. 7/10, 25th February 2010.

(vi) From Julia Harris, Development Officer, Lichfield and District CVS Support:

Opportunities for Voluntary and Community Groups in Lichfield and the Surrounding Areas (04. 02. 2010);
Opportunities for Voluntary and Community Groups in Lichfield and the Surrounding Areas (12. 02. 2010);
Opportunities for Voluntary and Community Groups in Lichfield and the Surrounding Areas (26. 02. 2010).

(vii) From The Transport Policy Unit, Staffordshire County Council:

Local Transport Plan News: Issue 1, February 2010.

(viii) From The Staffordshire Parish Councils' Association:

Weekly Update (12th February 2010);
Weekly Update (19th February 2010);
Weekly Update (26th February 2010);
Weekly Update (5th March 2010).

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

“from Time 2 Time”: Issue 22, Winter 2010.

(x) From The Open Spaces Society:

“Open Spaces”: Volume 29, No. 7 – Spring 2010.

(xi) From VAST, Hanley, Stoke-on-Trent:

“action” (The Number One Newsletter for the Voluntary and Community Sector in Stoke-on-Trent);
Training Programme: February-July 2010;
Membership Application form;
Exclusive offer on office products.

(“VAST is committed to supporting the development of Voluntary and Community Organisations (VCOs) in Stoke-on-Trent and Staffordshire... Our key aim is to develop, advance and promote the professional development and wellbeing of VCOs....”)

(xii) From Wicksteed Landscapes, Kettering, Northants.:

Publicity Material: “Wicksteed’s new product book is out now!”;
“Livewire”.

(xiii) From SMP Playgrounds:

New website: www.smp.co.uk.

15. ANY OTHER URGENT BUSINESS

(i) Cllr. Clarke asked that the subject of the Longdon Way and the Gentleshaw Way should be put on the agenda of the next meeting.

16. DATE OF NEXT MEETING

Tuesday. April 13th, 2010, in the W. I. Hall, Longdon, commencing at 7. 30 p.m.

