

MINUTES OF A MEETING OF THE PARISH COUNCIL OF LONGDON HELD  
IN THE CANNOCK WOOD AND GENTLESHAW VILLAGE HALL,  
BUDS ROAD, CANNOCK WOOD, ON TUESDAY, NOVEMBER 9<sup>TH</sup>, 2010

Present

Cllr. Mrs. G. D. Duckett (Chairman); Cllr. The Rev. J. R. Andrews;  
Cllr. N. J. Bird; Cllr. B. J. Butler; Cllr. C. D. Cherry; Cllr. R. A. G. Clarke;  
Cllr. A. J. Juxon; Cllr. Mrs. H. A. Meere; Cllr. K. C. Taylor; and Cllr. S. K. Welch

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

1. APOLOGIES

Cllr. M. J. Nash; Cllr. F. W. Lewis, MBE.

2. REVIEW OF CURRENT PRACTICES AGAINST RISK ASSESSMENT  
REGISTER

The current practices of the Parish Council were reviewed. All control actions were found to be in place, and there was no need for any action to be taken.

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday, October 12<sup>th</sup>, 2010, were, on a motion proposed by Cllr. Welch and seconded by Cllr. Taylor, approved and signed.

4. PUBLIC PARTICIPATION

No members of the public were present.

5. MATTERS ARISING FROM THE MINUTES

(i) Ditches in Stockings Lane, Longdon

The Clerk reported that Cllr. Lewis had advised that a contribution of £1000.00 from the Parish Council towards the cost of £9000.00 to restore these ditches would be very acceptable.

In addition, it might be possible to divert some of the money available to the Parish Council through the Highway Maintenance Agreement towards this project.

On a motion proposed by Cllr. Welch and seconded by Cllr. Juxon, it was agreed that the Clerk should write to Richard Rayson, the Community Highway Liaison Officer, informing him that the Council was prepared in principle to make this contribution, but it would need formal ratification at its next meeting.

(ii) CCTV Camera at The Grand Lodge, Horsey Lane, Upper Longdon

The Clerk reported that, to date, he had received no further communication from Chris Hibbs, the District Council's Principal Planning Officer (Enforcement) on this matter, nor had he received a reply to his latest letter to her regarding the advertising boards at Fir Tree Cottage.

Cllr. Roberts said that he would look into both.

The Clerk added that he had been advised that the flood-lighting at The Grand Lodge had not needed planning consent, since the lights were not attached to the building.

(iii) Church Hollow

The Clerk said that Kevin Wawrzyncyk, the Community Highway Liaison Officer, had confirmed that clearing Church Hollow was already on the list of tasks to be carried out by the Community Gang on their next visit.

(iv) Abuse of Highway Verge outside No. 71 Upper Way, Upper Longdon

The Clerk reported that he had received from Richard Rayson, Community Highway Liaison Manager, Development Services Directorate, Staffordshire County Council, a letter dated 2<sup>nd</sup> November 2010, informing the Council that he would arrange for a section of kicking rail to be installed to replace the existing marker posts.

They would be placed closer the edge of the carriageway to deter inconsiderate parking.

He expected that this would be completed by early in the New Year.

(v) Verge between Brook End Green and No. 12 Berkeley Way, Longdon

The Clerk reported that he had received from Mr. Elizabeth Cauldwell, of 12 Berkley Way, Longdon, a letter dated 25<sup>th</sup> October 2010, in which she rejected Richard Rayson's conclusion that the verge between her property and the footpath alongside Brook End Green lay within her curtilage and that of No. 13. Beech Walk, which he based on the presence of corner hedges at either end of the verge, vestiges, he thought, of the original hedgerow uprooted by the developer, and asked for a meeting to consider the position further.

The Clerk added that it was clear from the plan accompanying the Deed of Conveyance that transferred Brook End Green to the ownership of Longdon Parish Council that it was not within the boundaries of the Green and therefore not in the ownership of the Parish Council.

The Clerk said that he had written to both Richard Rayson and to John Brown, Lichfield District Council's Land and Property Manager, asking them if they had any documentary evidence which might establish the ownership of the verge beyond dispute.

(vi) Visit of Lichfield District Council Group Leader

The Clerk reported that Cllr. Michael Wilcox would be attending the Parish Council's meeting of Tuesday, February 15<sup>th</sup>, 2011.

(vii) Burnout Vehicle in Dark Lane, Longdon

The Clerk reported that he had, as instructed, written to Ruth Plant, Lichfield District Council's Director of Operational Services, expressing the Parish Council's appreciation of the prompt and efficient way in which this abandoned vehicle and the debris around it had been removed.

(viii) Footway between Bradley Lakes and Brereton Hill

The Clerk reported that this footway had been inspected by a County Highways Officer and declared "fit for purpose".

(ix) Fly-tipping on bank of Benbrook in Lysways Lane

The Clerk reported that he had spoken to someone from The Environment Agency who had told him that, deplorable though the practice was, it was a matter for the District Council to deal with, not The Highway Agency.

He had subsequently paid a second visit to the site and discovered that little evidence remained of the offence, though he thought that, in time, this section of the brook would need clearing out.

## 6. PLANNING

(i) Report of Planning Working Group

10/01258/COU: Ms. Joanne Cox: Proposed change of use from private amenity land to private angling use and associated works, including the provision of a driveway, car park and portable toilets: Chorley Springs Fishery, Tithe Barn Lane, Gentleshaw

While there was no objection in principle to this development, it was strongly believed that the number of toilets should be restricted, that the collection of sewage and waste should take place not less frequently than once a week and that no buildings other than the specified number of toilets and no building operations should be carried out on the land without a further planning application being submitted and approved.

10/01335/FUL: Mr. M. Carter: Repair and re-surfacing of existing access track: Broomy Fields, Hay Lane, Longdon Green

There was no objection to this development, which would conform to the District Council's own preferences.

(ii) For Consideration

There were no other plans for the Council to consider.

(iii) Approved by Lichfield District Council

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

10/01048/FUL: Mrs. D. Power: Erection of vehicular shelter and garden store; Millers Barn, Stockings Lane, Upper Longdon

10/01066/FUL: Mr. A. R. Baskerville: Erection of building to store agricultural machinery and produce only: Field at Lysways Lane, Longdon Green

10/01073/FUL: Mr. M. Lewis: Proposed boundary retaining wall fronting Grange Hill: 2, The Grange Upper Longdon

(iv) Refused by Lichfield District Council

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

(v) Other Planning Matters

There were none.

## 7. REPORTS OF MEETINGS

(i) Cannock Wood & Gentleshaw Village Hall Management Committee

The Chairman reported that, in Cllr. Nash's absence, she had attended a meeting of the Management Committee of the Cannock Wood and Gentleshaw Village Hall which had taken place at the Hall on Monday, November 1<sup>st</sup>, 2010.

She was pleasantly surprised to find thirteen people attending the meeting, all of whom showed considerable commitment.

She was, however, a little perturbed to find that the appeal for an emergency grant of £200. 00 towards the cost of carrying out repairs on the roof was made against the background of a reserve of £8500. 00 and that the appeal had been made to both Longdon and Cannock Wood Parish Councils, which had meant that, together with a grant from the County Council, the entire cost of the repair had been covered by grants.

She also noted that the replacement notice-board at the entrance to the drive had cost the Committee considerably more than the notice-board in Upper Way had cost Longdon Parish Council, even though they were very similar in size and quality.

Moreover, invoices were not being issued on a regular basis, though, in future, this would be done by the Chairman on a monthly basis.

A Christmas Fair would be taking place on November 26<sup>th</sup>, starting with the turning on of the lights on the Christmas tree and a candlelight procession back to the Village Hall led by members of the Cannock Wood and Gentleshaw Music Society singing carols.

Mulled wine and mince pies would be served in the Hall, where there would be a number of craft stalls.

(ii) Gentleshaw County Primary School

Cllr. Clarke reported that there had been a Governors' Meeting on Friday, November 4<sup>th</sup>, at which he had raised the subject of the School's involvement in the management of Gentleshaw Green.

He had been assured that the School was still keen to be involved both by continuing to maintain the flower tubs already there and by taking a general interest.

Everyone was pleased with the excellent results achieved by the School, both in lessons and conduct.

There was, however, concern over road safety, and he had that very afternoon attended a site meeting at which Richard Rayson and Cllr. Lewis had also been present. As a result, problems with the signage would be addressed.

Suggestions for improved lighting and a variable 20 mph speed limit would be considered.

(iii) St. James C. E. (V. C.) School, Longdon

Cllr. Taylor reported that he had attended a meeting of the School Governors on November 2<sup>nd</sup>, which had been confidential and had been concerned with recruitment.

It was thought that the School might be suffering as a result of no longer being a feeder school for The Friary School, in Lichfield, and suggested that Head Teachers of the two primary schools might confer over means of increasing intake, given that the school at Gentleshaw was oversubscribed and even took children from Longdon.

Cllr. Taylor said that he had also visited the School on November 4<sup>th</sup>, when he had observed a class of four-to-seven-year-olds taught by Mrs. Bridges. He had been impressed by the behaviour of the children, who had been polite and attentive.

At the end of Cllr. Taylor's report, the Chairman thanked both him and Cllr. Clarke for the lively interest which they were taking in their roles as Governors.

(iv) Longdon Village Hall Management Committee

Cllr. Cherry reported that he had attended a meeting of the Management Committee of Longdon Village Hall which had taken place on November 8<sup>th</sup>.

He said that the Parish Council would shortly be approached for a grant of £1500 and that the Committee would be seeking the support of the Parish Council in its application for a Lottery grant towards the cost of improving the storage facilities in the Hall, estimated at £40,000.

Cllr. Roberts suggested that there might be the possibility of a grant from Lichfield District Council under its "New Villages" initiative.

(v) Cannock Chase AONB Partnership

Cllr. Welch reported that he had attended a meeting of the Partnership which had taken place on November 2<sup>nd</sup>.

While there was not a great deal for him to report, there had been an appeal for more involvement by parish councils.

Disease was still a major issue: phytothpfera was still rampant, affecting bilberries and larches; there was also red needle blight affecting the Corsican pines (which might be replaced by eucalyptus) and the possibility of sudden oak death.

Song-birds were being affected by avian pox, and owners of bird tables were being urged to keep their feeders clean and sterile.

Cllr. Welch added that he had also attended a photo-shoot on November 8<sup>th</sup> at which Watchman V, the mascot of the Staffordshire Regiment, had been photographed beside Freda's Grave, Freda being the Dalmatian mascot of the 5<sup>th</sup> Battalion of the New Zealand Rifle Brigade, stationed on Cannock Chase in 1917.

Asked about the possible sell-off of Forestry Commission plantations, he said that it was too early to comment, though he did expect some areas to be bought by Trusts.

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) "Get Switched On!" – Chasewater Green Park Project: Thursday, October 21<sup>st</sup>. 2010, at the Innovation Centre, Chasewater Country Park, from 10. 30 a.m. to 2. 00 p.m. (included a buffet lunch).
- (ii) Woodland Development Guidance Free Launch: Tuesday, November 9<sup>th</sup>, 2010, at the Tree House Education Centre, Birches Valley, Rugeley, from 9. 30 a.m. to 1.15 p.m., after which a networking lunch was provided.  
The programme included a presentation by Silver Power Ltd. – "A case study of climate change overriding the Green Belt designation".
- (iii) Remembrance Day Service: Thursday, November 11<sup>th</sup>, 2010, on the green at the junction of Brook End and Swan Close, from 10. 50 a.m.  
Tea will be served at the school following the service.
- (iv) Voluntary Voice: Tuesday, November 16<sup>th</sup>, 2010, at the Hammerwich Youth and Community Centre, Hall Lane, Hammerwich, from 10. 00 a.m. to 2. 00 p.m.  
("Using our voices to influence the future and secure funding")
- (v) Rural Masterplanning Project – Invitation to a Rural Villages Workshop: Tuesday. November 23<sup>rd</sup>, 2010, in the Committee Room, District Council House, Frog Lane, Lichfield, from 4. 00 p.m. to 7. 00 p.m. A buffet tea will be provided.  
The Chairman would be attending.
- (vi) Lichfield District Parish Forum: Tuesday, November 23<sup>rd</sup>, 2010, in the Council Chamber, District Council House, Frog Lane, Lichfield, commencing at 7. 15 p.m.  
The Clerk would be attending.

The Clerk reminded Councillors that the Annual General Meeting and Conference of the Staffordshire Parish Councils' Association would be taking place in the Council Chamber, County Buildings, Martin Street, Stafford, on Saturday, November 13<sup>th</sup>, commencing at 10.00 a.m.

## 9. HIGHWAYS AND FOOTPATHS

### (i) Proposed Diversion of Public Footpath No. 30

The Clerk reported that he had received a letter from Dawn Everitt, Democratic and Legal Officer, Lichfield District Council, a letter dated 14<sup>th</sup> October 2010, informing the Council that the diversion had been requested as part of an approved planning application for the site for development of a cattle shed and to protect the public from the cattle and farm machinery.

### (ii) Footpaths/Bridleways (73) Longdon

The Clerk reported that he had received from Dominic Willmore, Development Services Directorate, Staffordshire County Council, a letter dated 13<sup>th</sup> October 2010 informing the Council that the earlier problem concerning this Public Right of Way had been resolved and that a metal kissing-gate had been installed by the County works unit on 6<sup>th</sup> October 2010.

### (iii) Community Focus for Ice Busters

The Clerk reported that he had received from Cllr. Mike Maryon, Cabinet Members for Highways, Staffordshire County Council, a letter dated 14<sup>th</sup> October 2010, announcing the support of the County Council's highways team for local volunteer groups formed to keep their local streets free from ice and inviting parish councils to let their County Councillors know if they wanted to be involved.

Cllr. Mrs. Meere said that the corner of Goosemoor Green was often badly affected and the occupant of Ivy House was prepared to undertake grit-spreading if a bin were provided.

However, there was some concern over liability, and the Clerk was instructed to seek clarification.

### (iv) St. James School Banners at side of A51

The Clerk reported that, following the appearance of a banner at the side of the A51 advertising Open Days at St. James School, he had written to the Head Teacher shortly before the half-term holiday pointing out that it was the Parish Council's policy to discourage such roadside advertising on the grounds of highway safety and asking her to remove it.

However, immediately after the half-term holiday, this banner had been replaced by a second banner advertising vacancies at the School, and consequently he had again written to the Head Teacher expressing disappointment that the Council's earlier request had not received a positive response and repeating his request to remove the banner.

In reply, he had received a letter from Mrs. Michelle Slymn, the Head Teacher, dated 2<sup>nd</sup> November 2010, stating that the banner would be removed at the earliest convenience.

The banner had now been removed, though the posts to which it had been attached remained.

The Clerk pointed out that the Council had already received the co-operation of St. James Church and of Lichfield Cathedral School in implementing its policy, and he feared that, if the School continued to use the site in this manner, they would see no reason to continue their co-operation.

The banner had not been displayed on a part of the highway verge, but the matter had been referred to the Highways Department's highway safety team.

## 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, October 19<sup>th</sup>, 2010 (*Appendix A*).

The following issues were discussed:

#### (a) Deteriorating Brickwork in Tunnel

The tunnel where bricks had fallen into the stream from the roof was identified as the one running under the road at Mill Way, and it was agreed that The Environment Agency should be informed of the need for repair.

The brook was also becoming silted up at this point. and some dredging was needed.

#### (b) Gentleshaw Green

Cllr. Welch reported that he had met a representative from G-Scapes, but the firm had not provided him with a quotation in time for the present meeting. However, both firms which he had consulted would be able to complete the work before Christmas, if awarded the contract.

It would be necessary for the Council to approve the choice of contractor, though the Finance and General Purposes Committee would be able give provisional approval to enable the work to proceed.

Cllr. Welch added that he had spoken to John Smith, Lichfield District Council's Greens and Open Spaces Strategy Manager, who had expressed a preference for pea-gravel as a surfacing agent, rather than slate, which was alien to the area.

A decision would have to be taken over the re-siting of the notice-board and whether it should be replaced by one of similar or larger size.

Cllr. Welch thought that raised flower beds would give the site definition; he also recommended the introduction of planters in place of the present flower tubs and the planting of a screen of beech whips.

(ii) Mowing Contract

The Clerk reported that he had received from Graham McCulloch, the Council's mowing contractor, a report dated 15<sup>th</sup> October 2010, informing the Council that he had completed the final cut of the year that same day, adding that he would be prepared to carry on next season at the same price.

However, the Clerk had advised him that, after three years of the present contract, the Parish Council would be obliged to advertise the contract.

Mr. McCulloch had also offered to work a day around the Parish tidying trees, checking on stakes and ties, and straightening or pruning the willows on Gentleshaw Green for the sum of £125. 00.

On a motion proposed by Cllr. Welch and seconded by Cllr. Butler, this offer was accepted.

11. GENERAL ADMINISTRATION

(i) Parish Website

The Clerk reported that he had received from Eric Roy, the Parish Council's Website Manager, a letter dated 15<sup>th</sup> October 2010, in which he suggested a meeting with two or three members of the Council to discuss ways in which the Council would like its Website improved.

Cllr. Cherry, Cllr. Clarke and Cllr. Welch all expressed an interest in meeting Mr. Roy, and the Clerk was instructed to arrange such a meeting.

12. LAW AND ORDER

(i) Joint Operations Group

The Clerk reported that he had received summaries of the meetings of the Joint Operations Group held on Thursday, October 7<sup>th</sup>, 2010, and Thursday, October 21<sup>st</sup>, 2010.

Although there were no direct references to Longdon or Gentleshaw in either of these summaries, they did give a general picture of the nature and extent of lawlessness and ant-social behaviour in the District, and he asked Councillors whether any of them who like him to forward these emails to them.

Cllr. Cherry and Cllr. Taylor both asked that future reports be emailed to them.

(ii) Police Consultation

Cllr. Clarke reported that he had attended the lunch-time Police Surgery which had taken place on Saturday, October 16<sup>th</sup> and at which PC Andy Brown and PCSO Lisa Anderson had been present.

There been only two visitors – a mother who had brought her infant daughter because she had wanted to see a real policeman but was too shy even to open her eyes when faced with one, and the Neighbourhood Watch representative from Berkeley Way, who had wanted some more window stickers, but who had nothing to report.

(iii) Neighbourhood Watch

Cllr. Taylor report that a warning had been passed on to him from Staffordshire Police regarding cold calls from state energy companies, whose code of practice now specifically ruled that company staff should not knock at any door which displayed a “no callers” sign.

Such a sign can be printed free of charge from  
<http://www.moneysavingexpert.com/phones/no-more-junk>.

If this rule was broken, a complaint could be made to the Energy Ombudsman.

The Neighbourhood Watch Newsletter of November 2010 highlighted the threat of cyber theft, which was not restricted to computer systems running government departments, power stations and banks, but could also include the theft of credit card details or personal details via the internet.

There had recently been a spate of telephone calls to residents in the Lichfield area claiming to be from Microsoft and suggesting that the recipient of the call had a problem with his or her computer security. If the recipient then logged onto to his or her computer and followed the caller’s instructions in order to ‘solve’ the problem, he or she could well find that this had led to the computer being accessed remotely, compromising security and adding viruses.

In some cases, bank or credit card details had been requested and around £100 charged for the ‘service’.

The Newsletter had also reported a significant increase in burglary in the last week in October, with over twenty recorded during the month.

Two incidents of criminal activity in Longdon were recorded during October, both involving the theft of vehicles.

13. BEST KEPT VILLAGE COMPETITION 2010Judges’ Comments

The Clerk reported that he had now received the judges’ comments for Longdon Green & Longdon and for Upper Longdon (*Appendix B and Appendix C*).

It was agreed that Cllr. Juxon would publish a summary of these comments in the Christmas issue of “Longdon Life” and that the Clerk should send a copy of the comments to each of the participating organisations singled out for praise.

14. FINANCIAL MATTERS(i) Accounts for Payment

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

*G. C. McCulloch	Mowing – October 15 <sup>th</sup>	£350. 00
Longdon W. I.	Hire of Hall – October 19 <sup>th</sup>	£ 12. 00

Cannock Wood and  
Gentleshaw Village Hall  
Hall Management Committee Hire of Room – November 9<sup>th</sup> £ 16.00

(\* Confirmation)

(ii) Payments Received

The Clerk reported that no payments had been received since the last meeting.

(iii) Current Balances

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

NatWest c/a:	£575.02	The Halifax s/a:	£10677.84
<u>less uncleared cheques</u>			
	1582: £ 24.00		
	£551.02		

(iv) Appeals for Grant Aid

(a) The Beaudesert Trust

The Clerk reported that he had received from Bob Marsh, Chief Executive Officer, The Beaudesert Trust, dated 28<sup>th</sup> October 2010, asking whether the Parish Council had any funds available to make a contribution towards the cost of restoring the historic viewpoint in the park.

It was decided that, before deciding whether to make a donation, the Council should accept the Trust's invitation to visit and see the work in progress.

(v) Finance and General Purposes Committee

The Chairman reminded members of the Finance and General Purposes Committee that the Committee would be meeting at the W. I. Hall, Longdon, on Tuesday, December 7<sup>th</sup>. at 7.00 p.m.

15. CORRESPONDENCE SINCE LAST MEETING

(i) The Clerk reported that he had received from Paul Holliday, Group Chief Executive, St. Giles Hospice, Whittington, a letter dated 19<sup>th</sup> October 2010, thanking the Parish Council for its donation of £200.00 and adding that it was only through the generosity of both the public and statutory public bodies that the Hospice was able to maintain the services it was able to offer to people.

(ii) The Clerk reported that he had received from Sue Sheppard, Biodiversity Officer, Development Services, Staffordshire County Council, a letter dated 25<sup>th</sup> October 2010, giving an update on recently completed management works and work which was planned for the winter.

(iii) The Clerk reported that he had received from Adam Keppel-Garner, a letter dated 27<sup>th</sup> October 2010, introducing refined Lone Web Development, a web development company based in Cambridgeshire.

(iv) The Clerk reported that he had received from Steve Shaw, National Co-ordinator, Local Works – promoting the Sustainable Communities Act, a letter dated 4<sup>th</sup> November 2010, asking the Council to write to the Decentralisation Minister, Greg Clark, MP, in support of the Sustainable Communities Act.

No decision was taken on how to respond to this request.

(v) The Clerk reported that he had received from Chris Howles, Rural Outreach Worker, South Staffordshire Network for Mental Health, a letter dated 5<sup>th</sup> November 2010, asking if the Parish Council would like to host a talk on “Mental Illness – Fighting Fear and Stigma Together.”

The Council decided to defer a decision on how to respond to this offer until the next meeting.

## 16. OTHER COMMUNICATIONS

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

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

Calendar of Meetings, fortnight ending 24<sup>th</sup> October 2010;  
Calendar of Meetings, fortnight ending 7<sup>th</sup> November 2010;  
Forward Plan – Version 1 – Issued 15<sup>th</sup> October 2010 – Effective for Period 01. 11. 2010 – 28. 02. 2011.

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

Licensing Act Applications registered during w/e 15<sup>th</sup> October 2010;  
Licensing Act Applications registered during w/e 22<sup>nd</sup> October 2010;  
Licensing Act Applications registered during w/e 29<sup>th</sup> October 2010;  
Licensing Act Applications registered during w/e 5<sup>th</sup> November 2010.

- (iii) From Carol Pepper, Admin. Co-ordinator, Democratic, Development and Legal Services, Lichfield District Council:

South East Staffordshire CAB - Survey.

- (iv) From Jan. Wright, Administration Assistant, Lichfield & District Community and Voluntary Support Sector:

S3SN – E Bulletin – Issue No. 35/10 – 7<sup>th</sup> October 2010;  
S3SN – E Bulletin – Issue No. 36/10 – 12<sup>th</sup> October 2010;  
S3SN – E Bulletin – Issue No. 37/10 – 21<sup>st</sup> October 2010;

S3SN – E Bulletin – Issue No. 38/10 – 28<sup>th</sup> October 2010;  
S3SN – E Bulletin – Issue No. 39/10 – 4<sup>th</sup> November 2010.

- (v) From Julia Harris, Development Officer, Lichfield & District Community and Voluntary Sector Support:

Opportunities for Voluntary and Community Groups in Lichfield and the Surrounding Areas (14. 10. 2010);  
Opportunities for Voluntary and Community Groups in Lichfield and the Surrounding Areas (22. 10. 2010);  
Opportunities for Voluntary and Community Groups in Lichfield and the Surrounding Groups (29. 10. 2010).

- (vi) From Liz Sanderson, Office Manager, Community Council of Staffordshire:

Annual Report;  
Feedback Form.

- (vii) From Emma Beaman, AONB Assistant, Cannock Chase AONB Unit:

Shugborough Familiarisation Visit: 8<sup>th</sup> March 2011.

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

Annual Review 2009-2010.

- (ix) From The Staffordshire Parish Councils' Association:

Queen Elizabeth II Fields Challenge: *briefing notes; minimum criteria; benefits of protection and flexibility; frequently asked questions.*  
Weekly Update (14<sup>th</sup> October 2010);  
Chairs Weekly Update;  
Weekly Update (27<sup>th</sup> October 2010);  
Free Website Design;  
LINK Staffordshire: Volume 2, Issue 2 – September/October 2010.

- (x) From Staffordshire Police:

Executive Briefing for Partners: 19<sup>th</sup> October 2010;  
Executive Briefing for Partners: 27<sup>th</sup> October 2010.

- (xi) From The National Association of Local Councils:

NALC Events Bulletin.

- (xii) From The Institute of Groundsmanship:

Newsletter;  
IOG Conference & Industrial Awards 2010, Cardiff, 25<sup>th</sup> November 2010;  
Newsletter (22<sup>nd</sup> November 2010);

Newsletter (29<sup>th</sup> November 2010).

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

Minutes of meeting held on 4<sup>th</sup> October 2010.

(xiv) From VAST (Voluntary Action Stoke-on-Trent):

“action”: October 2010;  
Training Programme 2010-2011;  
Voluntary and Community News – November 2010, Week 2.

(xv) From SMP Playgrounds Ltd.:

“Goal scoring offers on SMP Arena Goal ends!”;  
Cracking Deals - miss out and you’ll be nuts!”;  
“The ball is in your court with these amazing offers....”

(xvi) From Record SS, Selby, North Yorkshire:

Leaflet: “Play along with Record RSS”,

(xvii) From Komplan, Milton Keynes:

Brochure.

## 17. ANY OTHER BUSINESS

(i) Cllr. Juxon informed the Council that he was proposing to produce the next issue of “Longdon Life” at the beginning of December and would appreciate receiving any material, including the Chairman’s letter, by November 19<sup>th</sup>.

He asked that any submissions should be in Times New Roman.

(ii) Cllr. Butler reported dissatisfaction with the street cleaning which had taken place recently in Upper Longdon, where the cleansing vehicle had not reached the gutters, leaving an accumulation of detritus.

He was also alarmed to discover the vehicle parked on the corner of Upper Way and Brereton Hill Lane while pumping out the drain, particularly as it displayed no roadside warning signs.

Cllr. Taylor echoed Cllr. Butler’s concerns, adding that a tanker had been in Upper Longdon the previous Thursday, but had cleaned only one or two of the drains and had not visited Lower Way.

It was agreed that the Clerk should write to the Director of Operational Services making these concerns known to her.

(iii) Cllr. Cherry asked whether the Council would support in principle a proposal by St. James Church to erect a flagpole at the side of the church lych-gate, the purpose of which would be to draw attention to the church, which was now obscured by mature yew trees.

The Council saw no reason why it should not support such a proposal, though there was some question as to how high the flagpole would have to be to be visible above the neighbouring house.

(iv) The Chairman reminded her fellow Councillors that a general election was due in May 2011, when every serving Councillor would be obliged to seek re-election, and she asked any Councillor not intending to seek re-election to let her know between now and February, since she intended to draft an article for the March/April issue of "Longdon Life", which would both encourage any interested parishioner to consider standing for election and advise them of the responsibilities which they would be assuming.

18. DATE OF NEXT MEETING

Tuesday, December 14<sup>th</sup>, 2010, at the W. I. Hall, Ford Lane, Longdon, commencing at 7. 30 p.m.

MINUTES OF A MEETING OF THE GREENS AND OPEN SPACES  
COMMITTEE OF LONGDON PARISH COUNCIL HELD IN THE W. I. HALL,  
LONGDON, ON TUESDAY, OCTOBER 19<sup>TH</sup>, 2010

Present: Cllr. S. K. Welch (Chairman); Cllr. C. D. Cherry; Cllr. R. A. G. Clarke;  
and Cllr. M. J. Nash.

Also present was the Clerk.

1. APOLOGIES

Cllr. K. C. Taylor

2. REVIEW OF PROCEDURES AND PRACTICES AGAINST RISK  
ASSESSMENT POLICY

The current procedures and practices of the Committee were reviewed and found to be consistent with the Council's risk assessment policies.

Cllr. Clarke stressed the need to ensure that any contractor used by the Council was fully insured.

The Clerk pointed to areas in the parish where ownership was inconclusive and might therefore not be covered by insurance.

3. MINUTES OF THE PREVIOUS MEETING

On a motion proposed by Cllr. Cherry and seconded by Cllr. Nash, the minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday, March 30<sup>th</sup>, 2010, were approved and signed.

4. PUBLIC PARTICIPATION

No members of the public were present.

5. MATTERS ARISING FROM THE MINUTES

(i) Shropshire Brook

Cllr. Cherry reported that the underside of one of the tunnels was in poor condition and needed attention.

The Chairman reported that native bluebells had been planted along the bank, and he was hopeful that they would flower next spring.

He confirmed that the provision of an interpretation board remained a project, but might not be erected in the immediate future.

(ii) Dog Waste Bins

Cllr. Cherry reported that the dog waste bins had been emptied the previous day.

The Clerk reported that he had received from Neil Wait, Senior Environmental Protection Officer, Lichfield District Council, an email dated 18<sup>th</sup> October 2010, informing him that he had received approval to install a new dog-fouling bin on Gentleshaw Common opposite The Windmill Inn, and that the area would be enforced for dog fouling once it had been installed.

No reference had been made regarding the cost of installation and maintenance, however.

6. GENTLESHAW GREEN

Cllr. Welch reported that he had approached three additional contractors, all of whom had been personally recommended to him, but that none had been able to submit a quotation immediately because of a heavy work-load.

However, he had arranged to meet two of them the following week, and he was optimistic that the work could still be completed before Christmas.

He confirmed that the specifications for the work had already been drawn up and that he would be agreeing contract terms with the selected contractor.

He hoped that, when the project finally got under way, the pupils of Gentleshaw School would be involved; Cllr. Clarke said that he would raise this at the next meeting of the School Governors, due in three weeks' time.

7. PROVISION OF PLAY AREA

The Clerk reported that he had received information about a new project being promoted by Fields in Trust called the "Queen Elizabeth II Fields Challenge" intended to protect existing playing-fields and create new ones to mark both the Queen's Diamond Jubilee and the London Olympics, both occurring in 2012, and he asked whether this national project could act as a leverage in the Council's efforts to secure a play area for Longdon, particularly if the support of Lichfield District Council was needed in serving a Compulsory Purchase Order.

It was agreed that, while the Council was keen to go ahead with providing such an area, nothing could be done until a suitable site had been found.

Cllr. Clarke recalled that part of the Glebe had been identified, which would be eminently suitable in view of the fully-equipped infants' play area which it was proposed to include in the bowling green project in the field next to it, but he was reminded that the Glebe Field was held on an unlimited lease which could only be terminated with the consent of the tenant.

The Committee was reminded that a working group had been set up to consider how to achieve this aim, but no information had been given to the Parish Council as to the progress made, and it was agreed that Cllr. Mrs. Duckett, who chaired this working group, should be asked to give a report to the Council at its next meeting.

## 8. ROLLING PROGRAMME

### (i) Tree Survey

In the absence of Cllr. Taylor, no report on the on-going tree survey was tabled, but the Chairman stressed the need to identify any tree in the parish which needed listing.

He pointed out the inadequacies of the present records which overlooked trees not easily observable from the roadside.

He agreed that there was a need for a register of veteran trees as well.

He urged colleagues to notify Cllr. Taylor of any trees they thought worthy of listing, as well as any dead trees they observed.

### (ii) School Involvement

The Chairman suggested that the pupils of St. James School might be encouraged to become involved in nature projects such as recording the plants and wildlife around the Brook.

Cllr. Clarke also suggested that they might like to grow plants for the floral gateways.

### (iii) Community Involvement

The Committee also thought that the community should be encouraged to take an active interest in the local environment.

One possibility was that residents could be asked to identify unadopted areas which could be managed and developed.

Cllr. Nash suggested that parishioners could be invited to plant an apple tree of one of the rarer varieties in their gardens to commemorate the Queen's Diamond Jubilee.

It was agreed that an article should appear in the next issue of "Longdon Life" inviting parishioners to send their ideas for developing the environment to Cllr. Welch.

## 9. DATE OF NEXT MEETING

Tuesday, January 18<sup>th</sup>, 2011, in the W. I. Hall, Longdon, commencing at 7.00 p.m.

*Appendix B*

BEST KEPT VILLAGE JUDGES' COMMENTS 2010  
LONGDON/LONGDON GREEN

All households had received an A5 Best Kept Village poster and there were also good, well-presented posters on the village notice-boards.

There was again an excellent display of children's posters at the village shop and in the bus shelters. A great effort!

The notice-boards were in good condition, but the one by the telephone box might benefit from re-varnishing or stripping to a natural look. There was an excellent range of up-to-date, clear, neatly displayed local information. A good example to other Best Kept Village entrants!

There was clear and useful information on re-cycling on notice-boards; and plenty of effective dog-fouling notices and bins throughout the village.

St. James' churchyard was excellent. It is a big churchyard, but there is plenty of evidence of care on an organised and regular basis, which means that it is kept very neat and tidy.

The surrounds of the Village Hall were let down by litter in the planters at the front entrance and the car park. The W. I. Hall had some litter and weeds at the side in July, but was very good in May and June. However, some litter and weeds were noted at the rear and side of the Memorial Club and Institute in May and June.

The Swan gardens and car park were very good – and the hanging baskets attracted praise; but there was a disappointing amount of weeds near the cellar. The Red Lion garden and car park were good.

The telephone box had a few cobwebs (probably indicating that it is not used much) but was otherwise clean and functional.

Although the bus shelters were not new, they were well preserved (a lesson to many others!), very clean and tidy, with neat surrounds. They are also very well used to display posters and local information.

All the seats and benches were in good condition, with weed-free surrounds. The June judges commented that "there was work in progress" on the day of their visit.

The village signs were generally very good (but May judges said that the sign by the Village Hall was partly obscured by shrub/tree growth).

All open spaces were well maintained with well-cut grass and no litter.

Private gardens were maintained to an excellent standard, with the exception of the one in Brook End identified last year, which may be unoccupied?

There was very little litter (except see above) and no dog mess. There is clearly excellent community awareness and involvement, and many residents play a part in maintaining the village to a very high standard – exemplified by the planters which had been looked after by various residents.

The map was simple but clear and well drawn with sensible use of coloured symbols and colours. Some judges were concerned that the lack of lamination could have caused problems on a rainy day!

Longdon and Longdon Green are delightful settlements which work hard each year to meet the demands of the BKV competition. An excellent standard has been achieved again, with good BKV awareness and posters, excellent children's posters, a very attractively maintained churchyard and excellent local information. There was good, concerted community effort which led to an excellent 2<sup>nd</sup> place in the Large Village Category in the district. Well done and good luck in 2011!

John Perry, MBE  
Chairman, BKV Working Group

October 2010

*Appendix C*

BEST KEPT VILLAGE JUDGES' COMMENTS 2010  
UPPER LONGDON

Small BKV posters were distributed to all households, and there were posters on both notice-boards.

The June and July judges felt that there could have been more children's posters, but the May judges considered that the posters they saw were "eye-catching, some very thoughtful and well presented".

The new oak notice-board looked very good; and the other notice-board had been painted recently and given a new lease of life. There was a competitive range of up-to-date, neatly displayed local information.

There was an informative, clear and effective recycling notice on the main notice-board; and sufficient dog-fouling awareness signs and bins.

The Chetwynd Arms was very clean and tidy; the car park was litter free; and everything looked well cared for.

The telephone box, probably not used very often, was described as "a bit grubby inside" in May and needed a clean-out in July.

The seats and benches were sound, but may soon need a coat of varnish; their surrounds were neat and tidy.

The village signs and public footpath signs were all in good condition.

The small areas of open space were maintained to a very high standard throughout the village.

No litter or dog mess was seen; and the community effort – made clear by the list of volunteers assigned to various tasks – had clearly been effective.

The map was simple, but clear and well drawn with an effective key; but judges were a bit concerned about the lack of lamination in the event of wet weather!

Upper Longdon is a lovely small village which lacks the facilities of many other small villages. There is clear evidence of community effort, and a high standard has been maintained throughout the village. Congratulations of your 3rd place in the Small Village category in the district and good luck in 2011.

John Perry, MBE  
Chairman, BKV Working Group

October 2010