

MINUTES OF A MEETING OF THE PARISH COUNCIL OF LONGDON HELD
IN THE CANNOCK WOOD AND GENTLESHAW VILLAGE HALL,
ON TUESDAY, JULY 12TH, 2011

Present: Cllr. S. K. Welch (who, in the absence of the Chairman and Vice-Chairman, chaired the meeting); Cllr. B. J. Butler; Cllr. R. A. G. Clarke; Cllr. M. J. Nash; and Cllr. K. C. Taylor.

Also present was the Clerk and PC Andy Brown, Community Beat Officer.

1. APOLOGIES

Cllr. C. D. Cherry; Cllr. Mrs. G. D. Duckett; Cllr. A. J. Juxon; Cllr. Mrs. H. A. Meere, Cllr. N. J. Roberts, Lichfield District Council; and County Councillor F. W. Lewis, MBE.

Councillors were pleased to hear that Cllr. Cherry was making good progress and expected to be discharged from hospital in the next two weeks.

The Clerk reported that the Chairman had undergone an operation to her foot the previous Friday which was affecting her mobility and that Cllr. Juxon had been taken ill at the weekend and had been ordered to rest by his doctor.

The Clerk was instructed to send to each their colleagues' best wishes for a speedy and complete recovery.

In giving Cllr. Mrs. Meere's apologies, Cllr. Nash explained that, as key-holder for her neighbours while they were away, she had been obliged to await the arrival of an engineer to silence the neighbours' burglar alarm, which was malfunctioning.

2. REVIEW OF CURRENT PRACTICES AGAINST RISK ASSESSMENT REGISTER

The Chairman ruled that these would be evaluated during the course of the meeting.

3. APPROVAL AND ADOPTION OF MINUTES OF THE PREVIOUS MEETING OF THE PARISH COUNCIL

The minutes of the meeting of the Parish Council held in the W. I. Hall, Longdon, on Tuesday, June 14th, 2011, were, on a motion proposed by Cllr. Butler and seconded by Cllr. Clarke, approved and signed.

4. PUBLIC PARTICIPATION

PC Brown reported that, in June, the only criminal incident in the parish had been the theft on June 28th of a mower and leaf blower from the shed of a property in Dollymakers Hill.

Cllr. Nash reported that a panel had been removed from the fence at the rear of his property, but nothing had been stolen.

PC Brown added that other incidents of rural crime had included the theft of two caravans in storage at Blithbury; there had also been an increase in the theft of car keys from dwellings and the consequent taking away of a vehicle, the preferred choice being Audis. In the past fortnight, two such incidents had occurred at Armitage.

Lead and copper were attracting a very high price and consequently were being increasingly targeted by thieves.

A tractor worth £50,000 stolen locally had been recovered from Little Wenlock, thanks to the vigilance of a local resident.

PC Brown drew the meeting's attention to the success of "Smartwater", a form of long-term protective coating which was proven to discourage theft whenever its use was advertised, and it was agreed that the Council should convene a public meeting at which a representative of the company, based in Telford, should be invited to speak.

5. MATTERS ARISING FROM THE MINUTES

(i) Retaining Wall in Grange Hill

Work on building this wall was proceeding, but the meeting was reminded that it was a major undertaking, involving the laying of a concrete base on which the new wall would stand.

(ii) Benbrook Farm

The Clerk reported that, to date, the Council's letter to Claire Billings, the District Council's Development Control Manager, had not been answered, and he had asked Cllr. Roberts to pursue the matter on the Parish Council's behalf.

(iii) Application for Grant Aid from the Beaudesert Sports Field and Recreation Ground Trust

The Clerk reported that he had, as instructed, written to Mrs. Green, the Trust's Fund-Raiser, asking for more specific details and, at the same time, explaining the Council's policy of funding only capital projects, but, to date, he had received no reply.

(iv) Computer Course

Cllr. Clarke reported that he had settled on Tuesday as the day on which the course would be held, and there had been five at the first session, held that morning, with the prospect of a further two joining the course later.

However, there was little prospect of a follow-up course until the New Year because of the reduction in the number of the tutor's days from five to two as a result of the cuts in local government funding.

(v) Byron Court

Cllr. Taylor reported that builder's rubble was being deposited on the bridleway at the side of this property.

The Clerk was instructed to acquaint Chris Hibbs, the District Council's Enforcement Officer, with this development.

(vi) Direction Sign to Longdon School

Cllr. Taylor reported that he had made further enquiries about the feasibility of erecting a sign on the A51 indicating the direction of St. James School, and had established that special circumstances had to be shown which few schools could meet.

The purpose of brown signs was primarily to promote tourism, and, moreover, any application had to be accompanied by a non-returnable deposit of £100. 00

(vii) Road Sign at side of A51

The meeting was reminded that the road sign at the side of the A51 between the two entrances to the village had still not been replaced after two months.

The Clerk was instructed to contact the Highways Department at Lichfield asking for it to be re-instated.

(viii) The Queen's Diamond Jubilee

It was agreed that planning for a village party to celebrate the Queen's Diamond Jubilee should start fairly soon and that funding it should be an item on the agenda of the next meeting of the Finance and General Purposes Committee

6. PLANNING

(i) Report of Working Group

There had been no planning applications for the Working Group to consider since the last meeting.

(ii) For Consideration

There were no planning applications to be considered.

(iii) Approved by Lichfield District Council

The Clerk reported that, since the last meeting, no Notices of Planning Permission had been received.

(iv) Refused by Lichfield District Council:

The Clerk reported that, since the last meeting, no Notices of Refusal of Planning Permission had been received.

(v) Notice of Appeal

The Clerk reported that he had received notice of an appeal by Mr. W. Peace against the decision of Lichfield District Council to refuse planning permission for the change of use of a barn to form a four-bedroom dwelling-house at Redhill Barn, Upper Longdon.

It was agreed that the Parish Council had already made amply clear the grounds for its objection to this application.

(vi) Other Planning Matters(a) Message from Cllr. Ron Bailey, of Leiston-cum-Sizewell Town Council

The Clerk reported that he had received an email from Steve Shaw, National Co-ordinator of Local Works, dated 28th June 2011, drawing attention to an urgent email from Cllr. Ron Bailey of Leiston-cum-Sizewell Town Council, asking for support for a resolution passed by both Leiston-cum-Sizewell Town Council and the Suffolk Coastal SALC area calling on the Minister at the Department of Communities and Local Government, Greg Clark, MP, to require any applicant who submitted a planning application which would have a significant effect on an area to attend, if invited, a meeting of the Parish or Town Council to answer questions from elected councillors, and a Town Meeting, should one be duly called, to answer questions from all electors; and to pay for the Council or Meeting to get an independent assessment carried out as to how the proposed development would affect the sustainability of the local communities.

On a motion proposed by Cllr. Taylor and seconded by Cllr. Nash, it was agreed that Longdon Parish Council should support this resolution.

7. REPORTS OF MEETINGS(i) Meeting of the Cannock Wood and Gentleshaw Village Hall Management Committee

The Clerk reported that Cllr. Mrs. Meere had not attended the meeting of the above Committee, which had taken place at the Village Hall, and that he had not yet received a copy of the minutes, which the Secretary had promised to send him.

(ii) Meeting of the Highways & Footpaths and Greens & Open Spaces Committee

The Chairman presented a written report on a meeting of the above Committee which had taken place on Tuesday, June 28th, 2011 (*Appendix A*).

(iii) Meeting of the Finance and General Purposes Committee

The Clerk reported that the meeting of the Finance and General Purposes which should have taken place on Tuesday, July 5th, 2011, was inquorate, and consequently no business was transacted.

However, with the permission of the Chairman, he outlined the business which had been placed on the agenda, based on briefings already distributed to all Councillors, so that Councillors might be in a position to make the necessary decisions at the next meeting.

These were: the revision of the Council's Standing Orders; the revision of the Council's Grant Application Form; the future Standards of Conduct of Members; and Participatory Budgeting.

(iv) Cannock Chase AONB Advisory Partnership

Cllr. Welch reported that he had attended a meeting of the Cannock Chase AONB Advisory Partnership which had taken place on Thursday, June 30th, 2011, at the Cemex Quarry, Shooting Butts, where they had been told that quarrying would continue on the site for the next thirty years.

However, land that had already been quarried was being re-instated as lowland heathland.

(v) Gentleshaw Primary School

Cllr. Clarke reported that he had recently attended a series of events at the school.

The School Summer Fair on June 25th had been well organised and well supported by both parents and pupils, nearly all of whom seemed to have been present. Attractions had included a display of birds of prey, and PCSO Lisa Anderson had also been present.

He had attended a Governors' Meeting on June 30th, at which there had been a detailed presentation on dyslexia, in the treatment of which the School had been accorded specialist status. The School was also working with local secondary schools to ensure that pupils experienced a smooth transition from one to the other.

He would also be attending an end-of-year show on July 19th.

In concluding his report, Cllr. Clarke said that he had, on June 22nd, attended a meeting of the Lichfield and District CVS at which the impact of the reduction in funding had been discussed.

(vi) Broadband Shows

Cllr. Nash reported that, although he had been unable to attend any of the Broadband Roadshows, he had completed the online questionnaire associated with them, stressing the slow speed of the broadband connection in the Gentleshaw area.

8. NOTICE OF MEETINGS AND FORTHCOMING EVENTS

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

- (i) Best Kept Village Competition – Announcement of Results: Monday, August 1st, 2011, in Sanders Hall, Rodbaston Campus, South Staffordshire College, commencing at 7.00 p.m

9. HIGHWAYS AND FOOTPATHS

(i) Opening of Amazon Supply Centre at Rugeley

The Clerk reported that, in a telephone conversation that day with Cllr. Cherry, Cllr. Cherry had expressed concern over the possible impact the opening of a supply centre at Rugeley by Amazon might have on the local highway network, especially the A51 past Longdon.

Cllr. Butler pointed out that this would bring an estimated 900 jobs to the area and that some of the distribution might be by railway.

It was also pointed out that such considerations would have been taken into account at the time planning approval was given for the building of the centre three and a half years ago.

However, the Clerk was instructed to seek reassurance that this had been the case.

10. GREENS AND OPEN SPACES

(i) Gentleshaw Green

Cllr. Welch reported that the triangle and flower tubs had now been planted.

The work had been carried out by pupils of Gentleshaw School under the supervision of Adrian Bevan, the contractor, who had supplied the plants.

Both he and Cllr. Clarke had also been present.

A report accompanied by photographs had been sent to both "The Express and Star" and "The Lichfield Mercury".

Mr. Bevan had suggested that the block wall at the rear of the Green could be screened by hornbeam planted at a distance of about three feet to allow maintenance of the wall.

The Clerk added that Alan Johnson had been instructed to carry out the repair of the notice-board.

Cllr. Welch concluded by saying that the onset of heavy rain had prevented a visit to Longdon Green to consider appropriate planting around the bus shelter.

(ii) Mowing Contract

The Clerk reported that he had received from Graham McCulloch, the Council's mowing contractor, a report dated 15th June 2011, in which he advised the Council that the third cut of the season had been completed that day without any problems.

He had received a further report, dated 6th July 2011, in which Mr. McCulloch had advised the Council that the fourth cut of the season had been completed that day.

11. GENERAL ADMINISTRATION

(i) Co-option of Councillors

The Clerk reported that, to date, there had been no applications.

The vacancies would be advertised in the next issue of “Longdon Life”.

(ii) Updating the Parish Website

Cllr. Clarke said that he would contact Cllr. Cherry when he had returned home from hospital and felt able to join him in developing a plan.

(iii) Provision of Identification Cards

It was agreed to defer further consideration until the next meeting.

(iv) Parish Council-sponsored Schools Poetry Competition

The Clerk reported that the Chairman wished to launch a poetry competition in each of the two schools in the parish which she hoped the Parish Council would sponsor.

She proposed offering a series of prizes according to age categories which would be known as “The Chairman’s Awards”.

She had, in fact, already instituted the competition in St. James School, where she had invited the pupils to write a poem on their school and had received between forty and fifty poems, from which she would select the winners.

Cllr. Clarke added that he had spoken to members of staff at Gentleshaw School and found that there was support for the proposal there, as well.

While the Council welcomed the initiative in principle, it was felt that more information was needed, such as the criteria on which the entries would be judged. It was also felt that the judging should involve a panel of judges drawn from Councillors.

The Clerk said that he had been advised that the Council could fund such a competition under Section 19 of the 1976 Local Government (Miscellaneous Provisions) Act, either directly or by a donation to the Parent Teachers Association.

(v) Nomination of School Governor – Gentleshaw Primary School

The Clerk reported that Cllr. Roberts had contacted the County Council’s Cabinet Member for Education and Skills regarding reports that Central Government was advising the re-structuring of school governing bodies so as to reduce the number of Local Authority appointees in favour of more representatives from commerce and industry and had been told that the procedure for the appointment of Local Authority Governors remained unchanged.

This had been confirmed to the Clerk by Wendy Maddox, Administration Officer of Governors Services, who had told him that, while there had been a suggestion that such a directive would be issued by Central Government, no such directive had yet been received.

Cllr. Clarke reminded the meeting that School Governors had the powers to amend their own constitutions, and it was the intention of the Governors of Gentleshaw School to amend their constitution along the lines being suggested, that is, to reduce the number of Local Authority appointees from two to one, though this would not affect the overall number.

After the Clerk had reminded the meeting that Mrs. Maureen Hemmingsley had earlier been suggested as a possible nomination, the Clerk was instructed to contact Mrs. Hemmingsley to ask if she would allow her name to go forward.

(vi) Cotton Almshouse Trust – Appointment of Trustee for Gentleshaw

It was agreed that this appointment should be deferred until the next meeting.

The Clerk confirmed that the Chairman, Cllr. Clarke and Cllr. Taylor had each been provided with a copy of the Deed of Trust.

12. LAW AND ORDER

(i) Joint Operations Group

The Clerk reported that he had not received any reports from the Joint Operations Group during the past month.

(ii) Neighbourhood Watch

The Clerk reported that he had received a copy of the Neighbourhood Watch Newsletter for July and August, in which notice of the Annual Conference of the Staffordshire Neighbourhood Watch had been given.

This would take place on Saturday, October 8th, 2011, at the Yarnfield Conference Centre.

(iii) Police Mobile Meeting Point

Cllr. Clarke reported that there had been a Police Mobile Meeting Point in the car park of Longdon Village Hall on Saturday, June 9th, between 2. 00 p.m. and 3. 00 p.m.

It had been staffed by PC Brown and PS Diane Stevenson, and both he and the Clerk had been present.

No member of the public had attended to express a concern, but some guests at a christening party at the Village Hall had shown an interest

13. BEST KEPT VILLAGE REPORT

(i) Progress Report

The Clerk reported that judges had that day paid a third and final visit to the villages. The results would be announced on August 1st

14. FINANCIAL MATTERS(i) Accounts for Payment

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

Longdon W. I.	Hire of Hall - June 21st: £12. 00 Hire of Hall - June 28 th : £12. 00 Hire of Hall - July 5 th : £12. 00	£ 36. 00
Cannock Wood & Gentleshaw Village Hall Management Committee	Hire of Room	£ 16. 00
G. C. McCulloch	Mowing of greens and verges – June 15 th : £270. 00 Mowing Gentleshaw Green – June 15 th : £ 90. 00 Mowing of greens and verges – July 6 th : £270. 00 Mowing Gentleshaw Green – July 6 th : £ 90. 00	£720. 00
Mrs. G. D. Duckett	Print: £ 8. 50 Framing: £50. 00	£ 58. 50
	<i>(Chairman's Allowance)</i>	
#Mrs. Ann Anson	Plants	£ 33. 75
B. J. Butler	Plywood and screws for work on notice-board	£ 9. 50

(*confirmation #payment made under Section 137)

(ii) Payments Received

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

Olwyn Bennett	Advertisement in "Longdon Life"	£ 8. 00
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(iii) Requests for Grant Aid

The following application for grant aid was considered:

(a) Gentleshaw Primary School

Cllr. Clarke, having declared his interest as a School Governor, presented a completed Grant Application Form on behalf of Mrs. Sarah Rushton, Chair of Governors of Gentleshaw Primary School, who was seeking a donation of £500. 00 towards the cost of a transverse climbing wall with frame, the balance to be paid by the Friends and Relatives of Gentleshaw School.

In a supporting document, Mrs. Rushton listed the benefits to the children the provision of extra exercise opportunities, the development and improvement of motor skills, an increase in social interaction and confidence, an increase in safety awareness, and variety in recreation and play.

In answer to a question, Cllr. Clarke said that what was being sought was a commitment to make payment once the equipment had been purchased; the Council was not being asked to make the grant in advance.

On a motion proposed by Cllr. Nash and seconded by Cllr. Taylor, it was unanimously agreed to make the commitment, as requested.

Cllr. Clarke abstained from voting.

(iv) Current Balances

The Clerk reported that, currently, the Council's balance stood on 31st May 2011 as follows:

NatWest c/a:	£1429. 19	The Halifax s/a:	£9332. 70
<u>less uncleared cheques</u>			
	1626: £ 24. 00		
	1631: £ 15. 50		
	1633: £ 50. 00		
	£1343. 19		

(v) Financial Statement for the quarter ending 30th June 2011

The Clerk presented a financial statement for the first quarter of the current financial year ending on 30th June 2011 (*Appendix B*).

After scrutiny by Councillors, the statement was received without comment.

15. CORRESPONDENCE SINCE LAST MEETING

No further correspondence had been received other than that already noted.

16. OTHER COMMUNICATIONS

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

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

Calendar of Meetings, fortnight ending 3rd July 2011;
Revised Calendar of Meetings, fortnight ending 3rd July 2011;
Calendar of Meetings, fortnight ending 17th July 2011;
Forward Plan – Version 1 – Issued 16th June 2011 – Effective for the Period 01. 07. 2011 – 30. 10. 2011;
Forward Plan – Version 2 – Issued 16th June 2011 – Effective for the Period 01. 07. 2011 – 30. 10 – 2011.

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

Licensing Act Applications registered during w/e 10th June 2011;
Licensing Act Applications registered during w/e 17th June 2011;
Licensing Act Applications registered during w/e 24th June 2011.

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

Register of Electors 2011 – Monthly Applications for July 2011.

- (iv) From Carol Pepper, Administration Assistant, Lichfield District Council:

Future Friendly Awards – entry by 16th July.

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

S3SN – E Bulletin – Issue No. 20/11 – 9th June 2011;
S3SN – E Bulletin – Issue No. 21/11 – 16th June 2011;
S3SN – E Bulletin – Issue No. 22/11 – 23rd June 2011;
S3SN – E Bulletin – Issue No. 23/11 – 30th June 2011.

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

Weekly Update (15th June 2011);
Weekly Update (22nd June 2011);
NALC Update (29th June 2011);
Weekly Update (6th July 2011);
Newsletter – June 2011;
Staffordshire Branch CPRE, Annual Report 2011;
Electoral Review of Staffordshire: Draft Recommendations;
Summary of draft recommendations on the new electoral arrangements for Staffordshire County Council;
Welcome to Trinity Trust Bank;
“Staffordshire Cares” - A3 landscape poster, A5 leaflet;
“The Good Employer Guide”.

(vii) From The National Association of Local Councils:

Events Bulletin – Communities in Action Conferences.

(viii) From The Open Spaces Society:

“Open Space”: Summer 2011, Volume 30, No. 1;
Annual Report and Accounts 2010;
Notice of Annual General Meeting: Tuesday, 5th July 2011,
at The Friends’ House, Euston Road, London NW1, from 10. 30 a.m.
to 1. 00 p.m.;
Open Day 2011: Saturday, 3rd September 2011, at St. Cuthbert’s Church
Hall, Carlton Avenue West, Wembley, from 11. 30 a.m. to 5. 00 p.m.

(ix) From Marie Hitchin, sustainablegov.uk:

Public Service Efficiency News: “Helping you to deliver an Efficient
Public Services”.

(x) From The Historic Towns Forum:

HTF Events – “Understanding Localism”: seminar on the implications
of the Decentralisation and Localism Bill at The Countess of
Huntingdon’s Chapel, The Vineyards, Bath, on 21st July 2011,
from 10. 30 a.m. to 6. 00 p.m. (Fee for non-members: £99. 00);
Seminar on maximising tourism in town centre economies: engaging with
Local Enterprise Partnerships at the St. Edmundsbury Borough Council
Offices, West Suffolk House, Bury St. Edmunds, from 9. 00 a.m. to
2. 30 p.m. (Fee for non-members £120. 00 first place, £80. 00 second
place).

(xi) From David Pott, Two saints Way Project:

Stoke to Chester completed.

(xii) From Proludic, West Bridgford, Nottingham:

Exhibition Focus – Outdoor Play and Sport Equipment.

(xiii) From Russell Play, Lymington, Hants.:

“Looking for a dynamic play space?”;
“It’s not just about play equipment”.

(xiv) From Notts Sport:

“Cost-effective Multi-use Games Areas to suit YOUR budget”;
“Re-cover your wetpour and recover your repair budget”.

(xv) From The Institute of Groundsmanship:

New products at IOG SALTEX 2011 – Windsor Racecourse,
September 6-8.

(xvi) From J. Parker's Wholesale, Manchester:

Wholesale Catalogue – Autumn 2011.

(xvii) From IMI (Independent Memorial Inspection), Nottingham:

Cenotaph and Stone Cleaning.

(xviii) From Mike Henson, webmaster@mh-p.net:

“How's your website?”

(xix) From Furniture@Work Ltd., Glasgow:

Office Furniture at 60% off!

17. ANY OTHER URGENT BUSINESS

(i) Cllr. Butler reported that a resident of The Grange had complained that overgrown bushes were impeding the progress of her invalid scooter.

He said that he would speak to the owner of the property in question and ask him to trim them.

(ii) Cllr. Clarke pointed out that there were a number of organisations associated with local government which appeared to duplicate each other's activities, citing NALC and the SPCA as examples, and suggested that the Parish Council might initiate a campaign to encourage those with similar aims to amalgamate.

He was invited to present the Council with a detailed case which the Parish Council could consider supporting.

(iii) Cllr. Nash reported that the Chorley Springs Fishery had opened before it had fully complied with the conditions which Lichfield District Council had attached to the planning consent.

In particular, the access, parking and turning area required by the District Council had still not been provided, and the gates had not been moved back sixteen metres.

The Clerk was instructed to inform Christine Hibbs, the District Council's Enforcement Officer, that the owners had not fulfilled the planning condition before commencing operations.

18. DATE OF NEXT MEETING

Tuesday, September 13th, 2011, in the W. I. Hall, Longdon, commencing at 7. 30 p.m.

MINUTES OF A MEETING OF THE COMBINED HIGHWAYS & FOOTPATHS
AND GREENS & OPEN SPACES COMMITTEE OF LONGDON PARISH
COUNCIL HELD IN THE W. I. HALL, LONGDON, ON TUESDAY, JUNE 28TH,
2011

Present: Cllr. S. K. Welch (Chairman); Cllr. R. A.G. Clarke;
Cllr. Mrs. G. D. Duckett; Cllr. A. J. Juxon; and Cllr. K. C. Taylor.

Also present was the Clerk. .

APOLOGIES

Cllr. B. J. Butler; Cllr. C. D. Cherry; Cllr. Mrs. H. A. Meere;
Cllr. M. J. Nash; and Mr. Will Rose

1. REVIEW OF PROCEDURES AND PRACTICES AGAINST RISK
ASSESSMENT REGISTER

It was confirmed that there had been no change in the procedures and practices being followed.

2. MINUTES OF THE PREVIOUS MEETING OF THE HIGHWAYS AND
FOOTPATHS COMMITTEE

The minutes of the previous meeting of the Highways and Footpaths Committee, held in the W. I. Hall, Longdon, on Tuesday, April 19th, 2011, were, on a motion proposed by Cllr. Mrs. Duckett and seconded by Cllr. Clarke, approved and signed.

3. MINUTES OF THE PREVIOUS MEETING OF THE GREENS AND OPEN
SPACES COMMITTEE

The minutes of the previous meeting of the Greens and Open Spaces Committee, held in the W. I. Hall, Longdon, on Tuesday, April 5th, 2011, were, on a motion proposed by Cllr. Welch and seconded by Cllr. Taylor, approved and signed.

4. PUBLIC PARTICIPATION

No member of the public was present.

5. MATTERS ARISING FROM THE MINUTES

(i) Bridge over Shropshire Brook

The Clerk reported that, while he could find no copy of the specifications amongst his correspondence with the preferred contractor, Kevin Healey, it seemed likely from a copy of the bid which the Council had received from another contractor that the agreement had specified that hardwood should be used for the handrails.

It was agreed, however, that, without a copy of the agreement with Mr. Healey to hand, the matter could not and should not be pursued, taking into account that the change might have been reflected in the cost and that the fact that the wood which had been used had been tannilised.

It was further agreed that closer attention should in future be paid to the observation of the Council's specifications.

(ii) Floral Gateways

It was agreed that, while no action was being taken on this project in the near future, it should remain part of the Committee's rolling programme.

It was also thought that, instead of being raised, the flower beds could be at ground level, which would reduce the cost and make cutting the grassed area around the beds more convenient for the mowing contractor.

(iii) Footpath 73

Cllr. Clarke reported that there had been no further progress in the application to upgrade the footpath to the status of bridleway.

(iv) Ditches in Borough Lane

The Clerk reported that, at the request of the Chairman of the Council, he had asked for confirmation that this work had now been completed and for a break-down of the cost.

(v) Footpath across Glebe Field

Cllr. Duckett reported that she had asked the tenant to cut the grass, since it was encroaching on the footpath.

(vi) Grange Hill

It was reported that work was well advanced and a concrete platform had been laid in preparation for building a new retaining wall.

(vii) Verge between No. 12 Berkeley Way and Brook End Green

The Clerk reported that he had received from Peter Cauldwell, son of the owner of No. 12 Berkeley Way, an undated letter in which he had rejected the Parish Council's stated position that, since this strip of land was outside the curtilage of Brook End Green, it was not owned by the Parish Council, who consequently had no responsibility to maintain it and, furthermore, could not use public funds to maintain land which was not in its ownership.

Mr. Cauldwell claimed that the Parish Council had already committed itself to maintaining the verge and that it was now attempting to reduce its costs by passing the responsibility on to his mother.

He had concluded by saying that he was putting the Council on notice that his mother would hold Longdon Parish Council liable for any damage to her property and to third parties until such time as this matter was settled once and for all, terminology which the Council rejected as quasi-legal and of no substance.

The Clerk added that, as far as he could recall, there had only been two occasions when the Parish Council had paid for work to be carried out on this verge – it had, on the one occasion, commissioned a tree surgeon to carry out work on the robinia and, on the other, it had commissioned Alan Johnson, of Aqua Jet Services, to clear the vegetation and lay a plastic membrane, but this had been at a time when it still believed that the verge was public land.

There had been a third occasion when he himself had cleared the verge, but this had been a voluntary act and had not been done at the request of the Parish Council.

Cllr. Duckett said that she had now written to Mr. Cauldwell briefly re-iterating the Parish Council's position and telling him that the Council saw no reason to change it.

6. NAME AND REMIT ON NEW COMMITTEE

On a motion proposed by Cllr. Welch and seconded by Cllr. Mrs. Duckett, it was proposed that the new combined committee should in future be known as "The Highways and Open Spaces Committee" and that its remit would be to combine the responsibilities and activities of the two Committees which it was replacing.

7. ELECTION OF CHAIRMAN

On a motion proposed by Cllr. Mrs. Duckett and seconded by Cllr. Juxon, Cllr. Welch was confirmed as Chairman of the new Committee.

8. COMMUNITY PATHS INITIATIVE BID

Cllr. Mrs. Duckett reported that she had been advised that no issues had been raised about the Parish Council's proposed footpath leaflets other than over the choice of colour, which had been addressed, though she was not sure whether the Council would receive the full grant of £1200. 00 which it had requested.

9. GENTLESHAW GREEN

Cllr. Welch said that Adrian Bevan was still willing to carry out the planting, but he himself questioned whether it was the right time of the year, particularly as the school would soon be breaking up for the summer holidays.

It was suggested that the Site Manager might be asked to carry out any necessary maintenance such as watering while the school was on holiday.

Cllr. Welch said that he would liaise with Mr. Bevan, and Cllr. Clarke added that he would liaise with the school.

Cllr. Welch added that he would discuss with Mr. Bevan what shrubs to plant to screen the wall and which would be the best time to do the planting.

The Clerk reported that he had received from Alan Johnson, of Aqua Jet Services, a quote for £165. 00 to replace the board and frame of the notice-board on the Green, and, on a motion proposed by Cllr. Mrs. Duckett and seconded by Cllr. Taylor, it was agreed that he should be asked to carry out this work as soon as possible.

10. TREE SURVEY

Cllr. Taylor reported that he was currently building up a master-copy plotting the site of all the listed trees in the parish.

Cllr. Welch commented that the inappropriateness of some trees by reason of encroachment should be recorded as well.

Cllr. Roberts had supplied the Clerk with a copy of the tree survey carried out at Longdon Hall, copies of which would be sent to Cllr. Taylor and Cllr. Welch.

It had been noted that there were eight dead trees at the side of the A51 between Longdon and Lichfield, and it was agreed that this should be reported to the Highways Department.

Cllr. Taylor said that he would remove the dead false acacia at the side of Upper Way.

11. ANY OTHER BUSINESS

(i) Field in front of Longdon Hall

Cllr. Juxon reported that the field at the side of the A51 in front of Longdon Hall had not been cut for some time, and he suggested that the new owners might be invited to gift it to the Parish Council, who could then remove the wooden fencing.

No immediate decision was taken on Cllr. Juxon's suggestion, which, it was thought, merited further consideration.

It was, however, agreed that, in the meantime, the new owners should be made aware of the special status of this field and of their responsibility to maintain it in line with the management plan which had been put in place, and Cllr. Welch undertook to speak to Justine Lloyd, Lichfield District Council's Countryside Officer, with a view to her approaching the owners.

(ii) Church Hill

Cllr. Juxon said that the vegetation on the bank at the side of Church Hill immediately at the side of the paved footpath needed cutting back and the self-seeded sycamores removed.

It was agreed that the Council should give the matter its attention.

(iii) Bus Shelter on Longdon Green

Cllr. Clarke suggested that the sharp outline of the bus shelter on Longdon Green presented a harsh and incongruous appearance, which, he felt, could be softened by some judicious screening.

Cllr. Welch said that he would ask Adrian Bevan to suggest some appropriate planting.

(iv) Cannock Chase AONB

Cllr. Welch reported that the organisation was appealing for more volunteers.

In answer to a question, he said that, while dogs did not need to be kept on a lead, they did need to be kept under close control.

12. DATE OF NEXT MEETING

Tuesday, September 20th, 2011, in the W. I. Hall, Longdon, commencing at 7. 30 p.m.

PARISH COUNCIL OF LONGDON

FINANCIAL STATEMENT (1ST APRIL – 30TH JUNE 2011)

	(2011)	(2010)
Opening Account:	£ 6979. 79	£10083. 13

Receipts

Precept:	£13650. 00	£13650. 00
Advts: "Longdon Life":	£ 57. 50	£ 19. 50
Wayleaves:	£ 36. 27	£ 35. 07
Total Receipts:	£13743. 77	£13704. 57
Total Income:	£20723. 56	£23787. 70

Payments

Greens & Open Spaces

Mowing:	£ 720. 00	£ 1050. 00
TOTAL:	£ 720. 00	£ 1050. 00

General Administration

Insurance:	£ 865. 44	£ 760. 53
SPCA:	£ 383. 00	£ 383. 00
"NALC"	£ 15. 50	£ 13. 50
Clerk's Salary:	£ 350. 00	£ 350. 00
Photocopying:	£ 209. 37	£ 188. 90
Printing AA reports:	£ 00. 00	£ 87. 77
Hire of rooms:	£ 102. 00	£ 126. 00
Printing "Longdon Life"	£ 412. 50	£ 00. 00
Delivering "Longdon Life"	£ 45. 00	£ 00. 00
Editor's Expenses	£ 15. 00	£ 00. 00
Postage:	£ 34. 63	£ 30. 28
Comm. Council:	£ 22. 00	£ 22. 00
Course Fees:	£ 00. 00	£ 20. 00
TOTAL:	£2454. 44	£ 1981. 98

Community Halls

Longdon	£ 00. 00	£ 00. 00
Cannock Wood	£ 00. 00	£ 00. 00
TOTAL:	£ 00. 00	£ 00. 00

Highways and Footpaths

Levelling Footpath & renovating bridge	£ 00. 00	£1445. 25
Book on Rights of Way	£ 00. 00	£ 34. 95
Contribution to cost of roadworks	£1000. 00	£ 00. 00
Treating church car park with herbicide	£ 65. 00	£ 00. 00
Refurbishing street furniture	£ 422. 00	£ 00. 00
TOTAL:	£ 1487.00	£1480. 20

Section 137

Donations

CW & G Fayre	£ 00. 00	£ 100. 00
Preschool:	£ 50. 00	£ 50. 00
Beaudesert Trust	£ 150. 00	£ 00. 00
Wreath	£ 19. 00	£ 00. 00

Subscriptions

CPRE (Staffs.)	£ 00. 00	£ 20. 00
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BKV Comp.

Gift tokens	£ 60. 00	£ 22. 00
Flower Tubs, Compost & Bedding Plants:	£ 104.25	£ 109. 00
Bluebell bulbs:	£ 00.00	£ 64. 95
TOTAL:	£ 383. 25	£ 365.95.

Churchyards

Longdon:	£ 1032. 80	£ 750. 00
Gentleshaw	<u>£ 342. 00</u>	£ 00. 00
TOTAL:	£ 1374. 80	£ 750. 00

SUMMARY OF PAYMENTS

Parks & Open Spaces:	£ 4351. 68	<i>£5000. 00</i>	£ 1050. 00
General Administration:	£ 2454. 44	<i>£5500. 00</i>	£ 1981. 98
Community Halls:	£ 00. 00	<i>£2000. 00</i>	£ 00. 00
Highways & Footpaths:	£ 1487. 00	<i>£3500. 00</i>	£ 1480. 20
Section 137:	£ 383. 25	<i>£2500. 00</i>	£ 365. 95
Churchyards:	£ 1374. 80	<i>£ 800. 00</i>	£ 750. 00
TOTAL:	£10051. 17		£ 5628. 13

(italicised figures represents budgeted expenditure – excess expenditure to be met from reserves)

RECONCILIATION STATEMENT

Opening Account:	£ 6979. 79	NatWest c/a:	£ 1429. 19
Receipts:	<u>£13743. 77</u>	Halifax d/a:	<u>£ 9332. 70</u>
Total:	£20723. 56	Total:	£10761. 89
less Payments:	£10051. 17	less uncleared cheques:	£ 85. 50
TOTAL:	£10672. 39		£10676. 39