

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 8TH, 2011

Present

Cllr. Mrs. G. D. Duckett (Chairman); Cllr. C. D. Cherry; Cllr. R. A. G. Clarke;
Cllr. P. M. Couchman; Cllr. A. J. Juxon; Cllr. Mrs. H.A. Meere;
Cllr. M. J. Nash; Cllr. K. C. Taylor;

Also present were Cllr. N. J. Roberts, Lichfield District Council; and one
member of the public – Mr. Alan Parker.

Cllr. Cherry was warmly welcomed on his return to the Council.

1. APOLOGIES

Cllr. B. J. Butler; Cllr. S. K. Welch; and County Councillor F. W. Lewis, MBE

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday,
October 11th, 2011, were, on a motion proposed by Cllr. Juxon and seconded by
Cllr. Nash, approved and signed.

3. REVIEW OF CURRENT PRACTICES AGAINST RISK POLICY

No new activities having been embarked upon, the current risk levels remained
unchanged.

4. PUBLIC PARTICIPATION

The Chairman asked Mr. Parker if he wished to address the Council.
Declining, Mr. Parker said that he hoped shortly to be moving into Longdon and
was attending the meeting to learn about the area.

5. MATTERS ARISING FROM THE MEETING

(i) Retaining wall at Grange Hill

Cllr. Taylor reported that the protective fencing had been collected together and
was awaiting removal.

(ii) 2, Byron Court, Upper Longdon

The Clerk reported that he had not yet received a reply to his email of September 26th and would now follow it up.

(iii) Opening Amazon Supply Centre

It was agreed that the opening of the centre had made no perceptible difference to the volume of traffic travelling along the A51, though the noise and speed of lorries travelling at night were still a cause for concern.

It was agreed that this should be mentioned to PC Andy Brown at the police surgery on November 12th.

(iv) Cotton Almshouses Trust - Appointment of Trustee for Gentleshaw Ward

Cllr. Nash nominated Cllr. Mrs. Meere to fill the vacancy caused by the resignation of the Rev. John Andrews.

(v) Gentleshaw Green

Cllr. Clarke gave a brief report on the meeting which had taken place at Gentleshaw School between Cllr. Welch and himself and members of the School.

The School had been very co-operative and were keen to be involved in the maintenance of Gentleshaw Green within the physical capabilities of the pupils.

Amongst the ideas being suggested were a native plant area and owl boxes. It had been agreed that the plants for the two triangles should be provided by Adrian Bevan and paid for by the Parish Council.

Cllr. Welch was currently in discussion with Mr. Bevan regarding the most suitable shrubs to be used for screening the wall.

(vi) Parish Website

The Clerk reported that he had written to all organisations and businesses who currently had entries on the Parish Website, as well as some which did not at present have an entry.

Cllr. Clarke pointed out that, while the Council was at present engaged in a major re-launch of the website, once re-launched the website would become a living medium, adapting to changes as they occurred.

He had been in conversation with Eric Roy regarding the format in which the information should be submitted to him; Mr. Roy would be able to deal with different formats, and if organisations would post their video extracts on Youtube, he would be able to download them.

(vii) Inappropriate parking in Ford Lane

The Clerk said that he had not yet written to the Chairman of the Longdon Village Hall Management Committee, but would do so before the end of the week.

(viii) Identity Cards

The Clerk reported that he had received an initial quote from Instaprint, of Rugeley, printers of "Longdon Life", for £16. 40. plus VAT for ten badges.

Lamination would cost a further £1. 00 per card.

On a motion proposed by Cllr. Nash and seconded by Cllr. Couchman, it was agreed that identity cards should be ordered.

It was decided that each card should carry the name and photograph of the Councillor, together with the name of the Parish Council and the Clerk's telephone number.

The card would not carry a signature or the dates of the Councillor's term of office, but Councillors would be obliged to return his or her card when leaving the Council.

Each Councillor was asked to bring a passport-size photograph to the next meeting of the Council.

(ix) Community Paths Initiative Bid

Cllr. Mrs. Duckett reported that the Parish Council had been awarded £1000. 00 by the County Council under its Community Paths Initiative.

The money, which was a contribution towards the proposed footpath leaflets, had to be spent by the end of March 2012.

(x) 45 Upper Way, Upper Longdon

The Clerk reported that he had been advised that work being carried out at the above premises was allowed under Permitted Development.

Cllr. Taylor said that considerable quantities of water were cascading onto the road from the site and it was felt that, if this continued, it should be reported to Health and Safety.

(xi) Signage at Brereton Hill

The Clerk reported that he had forwarded to Richard Rayson, the Community Highway Liaison Manager, Cllr. Taylor's suggestion for a sign warning motorists that they were approaching a dangerous bend.

6. PLANNING

(i) Report of Working Group

11/01081/FUL: Mr. B. Thompson: Demolition of existing extensions and erection of conservatory: Huntsmans House, 11 Upper Way, Upper Longdon

The Clerk reported that he had received no comments to forward. However, Cllr. Nash said that he had seen the plans and had seen no reason for the Council to object.

(ii) For Consideration

The following planning application was then considered:

11/01173/CLE: Mr. N. Massey: Continued occupation of dwelling in breach of agricultural occupancy condition: High Meadow, Hill Top, Longdon Green

The Parish Council objected very strongly to the possible granting of planning consent.

It was the view of the Council that there had been a clear and flagrant breach of a planning condition which should not be legitimised, not least because of the precedent it would set.

(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:

11/01021/FUL: Mr. & Mrs. Witherington: Single-storey side extension to form kitchen: Ivyhurst, Lower Way, Upper Longdon

(iv) Refused by Lichfield District Council

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

(v) Other Planning Matters

There were no other planning matters to be considered.

7. REPORTS OF MEETINGS

(i) Staffordshire Playing Fields Association Annual General Meeting

The Clerk presented a written report on the Annual General Meeting of the Staffordshire Playing Fields Association which had taken place in the David Boulter Room at the Rugeley Leisure Centre, Burnthill Lane, Rugeley, on Wednesday, October 19th, and which he and Cllr. Clarke had both attended (*Appendix A*).

Cllr. Clarke said that he had been disappointed to discover that the Association did not make loans available for starting up new enterprises such as the Bowling Club.

(ii) Cannock Chase AONB Parish Councils' Meeting

Cllr. Taylor gave a report on the Cannock Chase AONB Parish Councils' Meeting which had taken place at the Village Hall, Colwich, on Thursday, October 20th.

The principal speaker had given a talk on current changes to the structure of the organisation, but, unfortunately, her talk had been so detailed that it had been impossible to take notes, nor had a printed summary been distributed at the end, and Cllr. Taylor suggested that the Clerk should write to Emma Beaman-Green, who had chaired the meeting, asking for a transcript or, at the very least, a summary of the main points of the presentation.

This, it was agreed, the Clerk should do.

(iii) Cannock Wood & Gentleshaw Village Hall Management Committee

A meeting of the Cannock Wood and Gentleshaw Village Hall Management Committee had taken place on Monday, October 31st, but Cllr. Mrs. Meere had been unable to attend owing to ill-health.

Following her appointment to the Cotton Almshouses Trust as Trustee for the Gentleshaw Ward, she expressed a wish to resign as the Parish Council's representative on the Management Committee; her resignation was accepted by the Council, and, on a motion proposed by the Chairman and seconded by Cllr. Juxon, Cllr. Taylor was appointed in her place.

(iv) Beaudesert Sports Field and Recreation Ground Trust

The Clerk presented a written report on a meeting of the Beaudesert Sports Field and Recreation Ground Trust which had taken place at The Park Gate Inn, Cannock Wood, on Monday, October 31st, and which he had attended in the absence of Cllr. Butler (*Appendix B*).

Subsequently, the application for a grant towards the cost of replacing the goal-posts on the field had been received and would be dealt with later in the meeting.

(v) Other Meetings

(a) Gentleshaw Primary School

Cllr. Clarke reported that he had recently attended a Governors' meeting at the school, at which it had been decided to abandon an earlier proposal to reduce the number of LEA Governors from two to one and look for a Governor from the business sector.

A resident of Cannock Wood would be a strong candidate, since more than half the pupils lived in Cannock Wood.

Cllr. Clarke added that, as maths link governor, he had, on Tuesday, November 1st, attended a numeracy lesson with Classes 1 and 2 and had found it a very rewarding experience. Control by the teacher had been gentle but firm, the children attentive and highly enthusiastic and the methods used to maintain interest very varied.

He was not at all surprised that, given such a sound start, the School enjoyed such a high standing in the subject.

He expressed his gratitude to the Head Teacher and the Class Teacher for making the arrangements. He added that he would be attending a Class 5 lesson early next year to see how pupils progressed from those initial steps of adding up dots on dominoes.

(b) Lichfield and District Community & Voluntary Sector Support

Cllr. Clarke reported that he had also attended the Annual General Meeting of the Lichfield & District CVS, which had taken place at Wade Street Chapel, Wade Street, Lichfield, on Tuesday, November 1st, 2011 (*Appendix C*).

8. NOTICE OF MEETINGS AND OTHER FORTHCOMING EVENTS

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

(i) Special General Meeting of the Commons, Open Spaces and Footpaths Preservation Society: Wednesday, November 23rd, 2011, in The George Fox Suite, Friends House, Euston Road, London NW1.

Refreshments would be served on arrival at 1.00 p.m.

The business of the meeting was to consider the incorporation of the Society, and the Memorandum and Articles of the Society had been enclosed with the invitation.

9. HIGHWAYS AND FOOTPATHS

(i) Change of number for highway faults

The Clerk reported that he had received notice that the old Clarence number was no longer in use and that the new number was 0300 111 8000.

The Clerk added that he had used this number to report the presence of two potholes, one in Borough Lane, Longdon, and the other in School Lane, Gentleshaw, which were causing motorists particular difficulties because of their position and depth.

Both were being referred to the Local Inspector.

(ii) Request from St. James School for sign on A51

Cllr. Taylor said that he had been tasked by the Governors of the School to ask the Parish Council to ask the County Highways Department to erect a sign on the A51 indicating the direction of the School.

It was felt that the Governors should make this request to the Highways Department themselves or, at very least, put it in writing to the Parish Council.

However, the Clerk was instructed to write to the Highways Department to ascertain the likely response to such a request.

(iii) Ditches in Stockings Lane

The Chairman reported that she had now received from Richard Rayson, Community Highway Liaison Manager, a breakdown of the cost of clearing the ditches in Stockings Lane.

It showed that a high proportion of the expense had resulted from excavation work.

(iv) Damaged Footpath Sign

Cllr. Nash reported that the footpath sign to the entrance of Footpath No. 1 had been demolished by the Council hedge-cutter.

The Clerk was instructed to write to Paul Rochfort, the County Council's Principal Rights of Way Officer, asking for it to be replaced.

10. GREENS AND OPEN SPACES

(i) Mowing Contract

The Clerk reported that he had received from Graham McCulloch a report dated 20th October 2011, stating that he had carried out the final cut the previous day.

He had also offered his services for a day's tree work, removing a dead chestnut from Longdon Green, clearing away the damaged cornus on the side of the A51 following a car accident in July, clearing dead holly trees and elder from Brook End Green and trimming two holly trees at the top of the Green.

The cost would be £180. 00 and all debris would be removed.

On a motion proposed by the Chairman and seconded by Cllr. Nash, it was agreed that the Council should accept Mr. McCulloch's offer.

(ii) Confirmation of Public Path Diversion Order

The Clerk reported that he had received from Jayne Walker, writing on behalf of the Director of Law and Democracy, Staffordshire County Council, a letter dated 21st October 2011 giving notice that the confirmation of the making of an Order in connection with the diversion of Public Footpath No. 64 in the Parish of Longdon would be advertised in "The Lichfield Mercury" of 27th October 2011.

11. GENERAL ADMINISTRATION

(i) Community Forum

The Chairman introduced her proposal for a Community Forum held under the auspices of the Parish Council to which representatives from every local organisation would be invited and at which current issues could be discussed and mutual advice and support exchanged.

Initially, this might be a one-off event, but could be repeated if sufficient interest was stimulated.

It was agreed that the first Forum should take place in January 2012, and the Clerk was instructed to write to every local organisation inviting them to send a representative.

(ii) Parish Council Surgery

The Chairman suggested that the present arrangement of allowing the first fifteen minutes of the monthly Council meeting for public participation could be quite intimidating for individual parishioners and proposed that it should be replaced by a surgery when one or two Councillor would be available for half an hour immediately before the monthly meeting.

Attendance by Councillors at these surgeries would be rotated.

The meetings of the Council and its Committee were publicised on the parish notice-boards, on the parish website and in "Longdon Life", and Councillors' telephone numbers were also published on the notice-boards.

Members of the public could also put messages on the parish website.

With so many means of access available to parishioners, it was hoped that Councillors' enjoyment of social or family events would not be spoilt by any insensitive intrusions.

On a motion proposed by the Chairman and seconded by Cllr. Taylor, it was agreed to hold pre-meeting surgeries.

(iii) Village Plan

The Chairman suggested that, as a follow-up to Clare Eggington's talk to the Council at its December meeting, the Council should invite a representative from Counter Context, the Sheffield-based firm used by Anglesey Parish Council in preparing its Village Plan, to make a presentation to Longdon Parish Council.

She suggested that this meeting should take place in the daytime, preferably at four o'clock, which would enable her to attend.

On a motion proposed by the Chairman and seconded by Cllr. Taylor, it was agreed that the Clerk should write to Counter Context, asking if the firm could make a presentation to the Council in early January.

(iv) Queen Elizabeth II's Diamond Jubilee

It was agreed that ideas were needed both for a celebration and a commemoration of the Queen's Diamond Jubilee.

To that end, it was further agreed that a working group involving local organisations should be set up without further delay.

It was suggested that this working group could set up at the first meeting of the Community Forum.

12. BEST KEPT VILLAGE COMPETITION 2011

The Clerk reported that he had now received the judges' comments on both Longdon & Longdon Green (*Appendix D*) and Upper Longdon (*Appendix E*), copies of which he had already sent to Councillors.

13. LAW AND ORDER

(i) Neighbourhood Watch

Cllr. Taylor reported that he received an email from Rob Nunn, Watch Liaison Officer, referring to the circulation of an email regarding a supposed parcel scam which recipients were being asked not to circulate.

In the absence of further details, it was assumed that this referred to a scam against which a warning had already been received.

(ii) Police Surgery

The Chairman reminded Councillors that PC Andy Brown and PCSO Lisa Anderson would be holding a surgery in Longdon Village Hall on Saturday, November 19th, between 1. 00 p.m. and 2. 00 p.m.

(iii) LPT Partnership Managers/101 Number

The Clerk reported that he had received from Helen Jarvie, Force Partnership Co-ordinator, Stronger and Safer Communities, Staffordshire Police, an email dated 27th October 2011, attaching an updated list of LPT Managers based at stations across the county areas.

The Manager for Lichfield was Sgt. Caroline Bailey.

In addition, Ms. Jarvie had advised that the new '101' non-emergency telephone number for Staffordshire Police would be live from 8th November 2011, though, in emergencies, 999 should always be dialled.

While the 0300 123 4455 would run for a period of time alongside the 101, it would eventually be fully replaced by the new three digit number.

14. FINANCIAL MATTERS

(i) Accounts for Payment

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

G. C. McCulloch	Ground maintenance of parish sites: £270. 00	
	Ground maintenance of Gentleshaw Green: £ 90. 00	
		£360. 00
*#W. B. Sullivan	2 half-barrel flower tubs @ £33. 00 each: £ 66. 00	
	3 bags of compost £ 12. 00	
		£ 78. 00
Longdon W. I.	Hire of Hall – October 18 th	£ 12. 00

Cannock Wood
& Gentleshaw Village Hall
Management Committee Hire of Room – November 8th £ 20. 00

(*confirmation #payment made under Section 137)

(ii) Payments Received

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

Staffordshire County Council Community Paths Initiative Grant £1000. 00

(iii) Request for Grant Aid

The Clerk reported that he had received from Mrs. Avril Green, Voluntary Fund-Raiser for the Beaudesert Sports Field and Recreation Ground Trust, a completed application form in support of a request for a grant of £500. 00 towards the cost of replacing the goalposts on the Sports Field, which were now in a dangerous condition, this figure being the shortfall between the cost (£1656. 33) and funding already received.

Councillors noted with surprise that the cost of installing the goalposts was greater than the cost of purchasing them, though it was pointed out that the firm carrying out the work was based in Lincolnshire and faced substantial transport costs.

On a motion proposed by Cllr. Taylor and seconded by Cllr. Clarke, it was agreed to make the Trust a grant of £100. 00.

(iv) Current Balances

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

Natwest c/a:	£1552. 07	The Halifax s/a:	£7032. 27
<u>less uncleared cheque</u>			
1654:	<u>£ 24. 00</u>		
	£1528. 07		

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

The Clerk presented a written report on a meeting of the Finance and General Purposes Committee which had been held in the W. I. Hall, Longdon, on Tuesday, October 18th (*Appendix F*).

Discussion on the recommendations made by the Committee was deferred until the next meeting.

15. CORRESPONDENCE SINCE LAST MEETING

(i) The Clerk reported that he had received from Bruno Peek a letter dated 30th September 2011, enclosing a guide to taking part in the lighting of beacons to commemorate the Queen's Diamond Jubilee.

It was planned to light 2012 beacons throughout the United Kingdom, Channel Islands, Isle of Man, UK Overseas Territories and the Commonwealth on Monday, 4th June, 2012, and with this in mind he was enclosing a copy of the official "Guide to Taking Part" with a view to encouraging the Council to get involved.

It was agreed that this was a suggestion which could be considered by the working party, once it had been set up.

(ii) The Clerk reported that he had received from Richard Ellison, of the Staffordshire Parish Councils' Association, an email dated 17th October 2011, informing the Council that the Association had received a request to re-run the Chairmanship Training Course and that, depending on the interest expressed, it was proposed to run the course next January.

The subjects covered would be: Chairing a Meeting; Professional Conduct; The Public and the Media; Conduct and Other Issues. Date and time would be advised as soon as the Association knew if the course was viable. The cost of the course would be £20. 00 for the first delegate, £15. 00 for the second and £10. 00 for the third from the same Council.

Councillors wishing to take part should let Mr. Ellison know of their interest.

(iii) The Clerk reported that he had received from Councillor Matthew Ellis, Cabinet Member for Adult's Wellbeing, Staffordshire County Council, a letter dated 17th October 2011 advising Councillors that they could take part in a consultation on the public voice and confidence in Health and Social care services by filling in a survey on-line or emailing their comments.

The consultation would end on 12th December 2011.

(iv) The Clerk reported that he had received from Simon Keal, Review Officer, The Local Government Boundary Commission for England, a letter dated 18th October 2011 enclosing a summary of the Commission's report setting out the final recommendations for Staffordshire County Council.

A full copy of the report was available on the Commission's website www.lgbce.org.uk.

(v) The Clerk reported that he had received an email from Viv. Evans, Chief Executive, Staffordshire Parish Councils' Association, an email dated 19th October 2011, confirming that the increase in subscriptions next year would be 0.5% regardless of the proposed 4.5% increase that might be levied on the Association by NALC.

(vi) The Clerk reported that he had received from Rachel Bryant, Messy Church committee member, Christ Church, Gentleshaw, a letter dated 19th October 2011, thanking the Parish Council for its donation of £60. 00 towards the cost of four parachutes for use at Messy Church sessions.

(vii) The Clerk reported that he had received from Joe Hartwell, Corporate Services, Staffordshire Police, a letter dated 21st October 2011, asking the Council to help raise the profile of Staffordshire Police Citizens' Panel by informing members of the public about the Panel and encouraging them to get involved.

(viii) The Clerk reported that he had received from Stella Pass, Fundraiser, St. Giles Hospice, Whittington, a letter dated 21st October 2011, thanking the Parish Council for its donation of £200. 00 in support of the specialist services provided by the Hospice.

(ix) The Clerk reported that he had received from Emma Beaman-Green, AONB Assistant, Cannock Chase AONB, an email dated 24th October 2011, attaching information on the 'Two Saints Way' project and a brief on Local Nature Partnerships and Nature Improvement Areas.

(x) The Clerk reported that he had received from John McVey, of "Breath of Life", an email dated 1st November 2011 inviting Councillors to a Charity Shopping Event for "Breath of Life", a charity which raised money to support people with breathing problems and lung diseases in North Staffordshire.

This Event would be taking place at Marks and Spencers, Hanley, on Wednesday, 16th November 2011, from 7. 00 p.m. to 9. 00 p.m., and tickets would cost £5. 00 each.

16. OTHER COMMUNICATIONS

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

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

Calendar of Meetings, fortnight ending 23rd October 2011;
Calendar of Meetings, fortnight ending 8th November 2011;
Forward Plan – Version 1 – Issued 17. 10. 2011 – Effective for Period 01. 11. 2011 – 29. 02. 2012;
Forward Plan – Version 2 – Issued 17. 10. 2011 – Effective for Period 01. 11. 2011 – 29. 02. 2012;
Forward Plan – Version 3 – Issued 02. 11. 2011 – Effective for Period 01. 11. 2011 – 29. 02. 2012.

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

Licensing Act Applications registered during w/e 7th October 2011;
Licensing Act Applications registered during w/e 14th October 2011;
Licensing Act Applications registered during w/e 21st October 2011;
Licensing Act Applications registered during w/e 28th October 2011.

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

S3SN – E Bulletin – Issue 36/11 – 27th October 2011.

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

Update (12th October 2011);
Staffordshire County Council & Stoke-on-Trent Joint Waste Core Strategy;
Seminar: "Engaging Communities on Climate Change" - 1st December 2011;
NALC Update (12th October 2011);
Clerk & Councillor Training Sessions;
Came & Company: "Parish Matters" – Autumn 2011;
Play Products from Streetscape;
Shugborough Halloween Spooktacular;
Poster; Autumn and Winter at Shugborough;
SPCA Update (19th October 2011);
Lung Cancer Campaign – Communications Toolkit;
A New Voice for Parents in the West Midlands;
Postal Scam;
Consultation on Proposed Changes to Mental Health Inpatient Services in South Staffordshire;
NALC Update (2nd November 2011).

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

"From Time 2 Time": Issue 26, Autumn 2011.

- (vi) From Cannock Chase Area of Outstanding Natural Beauty:

Annual Review 2010-11.

- (vii) From The Secretary, Cannock Wood and Gentleshaw Village Hall Management Committee:

Minutes of meeting held on Monday, 26th September 2011;
Agenda for meeting to be held on 31st October 2011.

- (viii) From The Secretary, Beaudesert Sports Field and Recreation Ground Trust:

Minutes of meeting held on Monday, 5th September 2011.

- (ix) From David Pott, Two Saints Way Project:

Two Saints Way Project ("Adopt a Mile").

- (x) From Nick Guyton, Company Director, Norfolk China Limited, Horsford, Norwich:

The Queen's Diamond Jubilee 2012 – bespoke products.

- (xi) From Marie Hitchen/Martin Taylor, Sustainable Gov.:

“Has the spark gone out of the electric car?”;
“Government sets out its offer on public service pensions”;
“Liz Azyan investigates how Government can better communicate and engage with citizens online with limited resources”;
“Three steps to happier home working”.

- (xii) From The Ordnance Survey:

PSMA Newsletter 15 – October 2011.

- (xiii) From DCK Beavers Limited, Swindon:

Town & Parish Council Newsletter.

- (xiv) From The Institute of Groundsmanship:

Conference and Awards 2011 at the Reebok Stadium, Bolton,
on 1st December 2011;
Vote for Groundsman's Groundsman of the Year Award 2011.

- (xv) From IOG Scotsturf:

IOG SCOTSTURF 2011 – Seminar programme;
Scotsturf Newsletter 2-3 November 2011).

- (xvi) From Proludic Limited, West Bridgford, Nottingham:

Extra-Value Packages and Seminar Invitation.

- (xvii) From SMP Playgrounds Limited, Egham, Surrey:

“No tricks...just 60% off treats”: Autumn 2011 Promotions.

- (xviii) From Safe & Sound Playgrounds, Aylesbury, Bucks.:

Designer Playgrounds.

- (xix) From The Business Manager, Midlands Support:

“Are you looking to renew or looking for an ICT support contact?”;
Midlands Support Web Design Prices.

(xx) From Notts Support, Lutterworth, Leics.:

“Play area worn out after a busy summer”.

(xxi) From Luke Clarke, Midlands & South Wales Play Consultant, eibe Play:

Developing Your Community Spaces for Children and the Community.

(xxii) From Insignia Limited, Wallington, Surrey:

Queen Elizabeth II Diamond Jubilee Commemorative Items
for Parish and Town Councils.

(xxiii) From furniture@work, Sittingbourne, Kent:

Sale Catalogue.

(xxiv) From KOMPLAN Limited:

Super S Sales.

(xxv) From PS Events, Manchester:

Sci TECH 2011 Conference: Wednesday, 18th October 2011,
at The Barbican Conference Centre, London.

(xxvi) From Civic Pride UK, Clay Cross, Derbyshire:

Christmas Magic: “Light up your town for the festive season”;
Product Guide.

17. ANY OTHER BUSINESS

(i) Cllr. Cherry reported that the new priest-in-charge at St. James was to be the Rev. Janet Waterfield, at present curate in the parish of Bilston.

She would be also be priest-in-charge of Christ Church, Lichfield, in whose vicarage she and her family would be living.

For the present, Longdon Vicarage was being let on a six-month lease, at the end of which time the current arrangement would be reviewed.

Mrs. Waterfield would be licensed at Longdon on January 4th, 2012.

(ii) Cllr. Taylor reminded Councillors that it had been some time since the Highways Authority had announced an intention to replace the line of posts outside No. 71 Upper Way, Upper Longdon, with a kicking-rail.

The Clerk was instructed to find out whether this intention was to be fulfilled in the near future.

18. DATE OF NEXT MEETING

Tuesday, December 13th, 2011, in the W. I. Hall, Longdon, commencing at
7. 00 p.m.

Appendix A

REPORT ON ANNUAL GENERAL MEETING OF THE STAFFORDSHIRE PLAYING FIELDS ASSOCIATION

The Annual General Meeting of the Staffordshire Playing Fields Association took place in the David Boulter Room at the Rugeley Leisure Centre, Burnthill Lane, Rugeley, on Wednesday, October 19th, 2011.

Seventeen people were present, including Cllr. Clarke and the Clerk; there were fourteen apologies.

After the minutes of the 2010 Annual General Meeting were approved and signed as a correct report, the Chairman, Mr. Gerry Arthur, presented his report.

He began by anticipating an unprecedented interest in sport, recreation and physical health following next year's Olympics, to which he believed the Staffordshire Playing Fields Association was ready to respond. In addition, a national initiative had already been launched to encourage local authorities to mark the Queen's Diamond Jubilee by nominating "Queen Elizabeth II" playing fields, and it would, he said, be an elegant outcome if the new interest in sport and recreation were met through fields named in honour of Her Majesty.

In view of this, he was repeating his appeal, first made in his report last year, to broaden the base of the Association to include as many new and fresh individuals, public bodies and recreational organisations as could be identified, thus enabling the Association to engage in projects which would raise both the profile of the organisation and establish a general awareness of the role that playing fields played in the welfare of our communities.

Turning to the move towards "Localism", Mr. Arthur welcomed the principle behind it, but warned of the possible loss of current nationally-agreed standards, directives and policies. He was optimistic, however, that the County community within Staffordshire would benefit from this potential move to local decision-making.

He ended his report by thanking the individuals and organisations who had supported the Association in any way over the past year. In particular, he thanked the President and members of the Executive Committee, the Honorary Treasurer and Secretary for their support and advice.

The Honorary Treasurer, Mr. Charles Blagg, then presented his Annual Report and Accounts for adoption.

At £4309, receipts showed a reduction of £237 on the previous year, but subscription, at £1275, showed an increase on the previous year of £214. Subscriptions were paid by 175 local authorities and 45 sports clubs. In addition, there were two individual subscriptions.

The Balance Sheet for the financial year ended 31st March 2011 showed that the Association had assets amounting to £85,693, an increase of £8 on the previous year.

Asked why the Association held so much money in its accounts, Mr. Blagg replied that fewer applications for loans had been received, and, while it was agreed that efforts should be made to publicise the availability of loans to sports organisations, it was pointed out that such measures were already being taken, and the initiative in applying for loans always remained with the clubs. It was stressed, however, that applicants were expected to show that their clubs were financially sound, and they would be expected to join the Association as part of the application if they were not already members.

At the ensuing election of Officers and Executive Committee, all those already in office were returned. One vacancy remained on the Executive Committee, though that vacancy could be filled later by co-option.

The President then declared the Annual General Meeting closed, and the Executive Committee, after a short break, proceeded to its first meeting of the new year.

Appendix B

REPORT OF A MEETING OF THE BEAUDESERT SPORTS FIELD
AND RECREATION GROUND TRUST HELD ON MONDAY,
OCTOBER 31ST, 2011

Present: Cllr. Mrs. Pat Ansell (Chairman); Mrs. Sue Holliday (Secretary);
Mrs. Avril Green (Fund-Raiser); Glyn Savage (Cannock Wood Cricket
Club); Andy West (Cannock Wood Football Club); and Bryan Sullivan
(Longdon Parish Council).

Apologies: John Tonks (Treasurer); Cllr. Brian Butler (Longdon Parish Council).

1. The meeting began with a report from AG, who had been in email correspondence with David Shelton, of the Cannock Wood Junior Football Team, in an attempt to persuade the Club to send a representative to the Trust's meetings.

It emerged that the goal-posts on the field were in a dangerous condition and that, while a temporary repair had been effected, there was an urgent need for them to be replaced, which JT had established would cost between £600 and £800.

DS had said that, because of the danger the posts posed to his players, the Club was considering re-locating to Beacon Park, though they were at present still using the pitch. It was agreed that the Trust should apply to the two Parish Councils for a grant towards the cost of replacing the posts.

2. The Treasurer's report showed a balance in the bank of £6275. 41, though it was pointed out that this was ring-fenced.

A deposit of £943. 50 had been paid on the adult exercise equipment which had been ordered; a balance of £2830. 50 was payable on completion of the contract. The area where the equipment was to be erected would first have to be cleared and prepared. It was expected that the equipment would be operational within three or four weeks.

On the income side, £500 had been received from the Village Fayre Committee and £250 from the High Sheriff's Fund, the latter towards the cost of maintenance.

PA pointed out that the Trust was obliged to publish a list of donations received in the local press; She would approach the "The Lichfield Mercury's" local correspondent and a reporter of her acquaintance on "The Express and Star".

PA said that she was selling "Peel To Save" cards, a scheme which gave to charity £5 of the £10 charged for each card. These cards offered discounts of up to 25% on a variety of local services. The scheme was proving so popular that franchises were no longer available; she was selling cards on behalf of the Trust, but other cards were being sold in the village on behalf of the Village Hall.

3. It was agreed that the field should be registered under the Queen Elizabeth II Jubilee Scheme, which, it was felt, would give the field even greater security, even though the deeds were held by The Charity Commission.

4. It was observed that, while the Committee was paying over £1100 per annum to insure the field against public liability, both the Cricket Club and the Football Club were also paying premiums of £263 and £240 respectively.

It was agreed the Treasurer should be asked to establish whether it would cost less if the two clubs were added to the Trust's own insurance policy at a reduced comprehensive cost.

5. It was reported that Community Games were being planned for next July as a joint celebration of the Olympic Games and the Queen's Diamond Jubilee, though the Trust had not yet been approached for permission to use the field.

Under the circumstances, it was agreed to postpone a revival of the Country Fayre until 2013.

6. The date of the next meeting was fixed for Monday, December 5th, 2011, to be held at The Park Gate Inn, Cannock Wood, at 8.00 p.m.

Appendix C

REPORT ON ANNUAL GENERAL MEETING OF THE LICHFIELD AND DISTRICT COMMUNITY AND VOLUNTARY SUPPORT SECTOR

The 2011 Annual General Meeting of the Lichfield & District Community & Voluntary Support Sector was held at Wade Street Church, Wade Street, Lichfield, on Tuesday, November 1st.

It was well attended by the LDCVS Trustees, Executive Committee, staff, Lichfield District Council and many of the members who represent the scores of community, voluntary and charity organisation (3rd Sector) in the District. The Chairman was David Millard, Trustee and Director.

Cllr. Bernard Derrick, Chairman of Lichfield District Council, applauded the work of the LDCVS and saw the benefits accruing across the district. He also gave special mention to St. Giles Hospice.

LDCVS operated from Mansell House, Bore Street, Lichfield, and existed to promote, co-ordinate and assist local voluntary action. Its work included helping develop 3rd Sector organisations, their governance, their inter-cooperation and their funding searches; developing volunteering with recruiting, matching to project training and administering; establishing work clubs helping people, particularly the young, to get work; providing office services, e.g. meeting rooms, secretarial, accountancy, presentations and a voluntary car scheme; disseminating information on key issues through regular media, seminars and forums; and having a strong voice, in partnership with other CVS's etc., in county and national affairs.

The Director of LDCVS, Mrs. Rose Vakis, expanded on the above with examples of specific activities. She stressed the work with finding and training volunteers, and the assistance to organisations with correct governance and on start-up projects. Income was a problem, and further efforts were being made to do more paid-for coaching/training and office services. Partnerships with kindred organisations, Lichfield District Council and SCIO, were formed. Mrs. Vakis praised the diligence and competence of all her staff.

The Chairman spoke about the greatly changing conditions with the Government's new measures applying and impending, including potential mergers within the 3rd Sector. The financial state of the LDCVS was healthy; an increase of 12% in the Funds Carried Forward from those brought forward.

The Honorary Officers, Members of the Executive Committee and the Auditors were all re-appointed.

The Resolutions to accept private sector organisations into membership, and to limit the number were carried convincingly after limited discussion. The benefit to the LCDVS would be the injection of specific skills and wider experience which were thought necessary, despite being available, and allowed, through co-option. This was an enabling power, and it was not expected that avaricious private concerns would storm the organisation's culture.

Nina Dawes, OBE, Chief Executive of Lichfield District Council, gave a very interesting presentation on the enormously worthwhile "Let's Work Together" project operating throughout the district, which helped people live independently and more safely.

It comprised a strategic partnership of agencies that formed the eyes and ears to alert the appropriate agency if a risk, primarily to the elderly and people living alone, was observed. For example, one agency (say, a carer) might enter a smoker's home and notice that the fire alarms were not operative. This could be alerted via the system to the fire agency to make contact and see if it could rectify the situation. Mrs. Dawes quoted several examples.

At present, ten key risks were monitored, and the agencies which were interconnected through the 'Alert System' included police, fire service, CVS and Citizen's Advice. The 'Alert System' had a standard report form and a data base of help services. Training was available, Bearing in mind the Data Protection Law, great care was taken with shared information, particularly electronic data.

The meeting closed with a call for anyone interested in forming a group to assist Birmingham with asylum seekers to come forward.

Appendix D

LONGDON & LONGDON GREEN – BKV JUDGES’ COMMENTS 2011

There was good BKV awareness (All households had received an A5 BKV poster) and there were posters on every notice board and in bus shelters (none were seen at Longdon Green, though).

There were children’s posters on all notice boards and in bus shelters and another excellent display at the post office. Well done to all involved!

All notice boards were in good condition.

There was a wide range of up to date local information, all neatly displayed; a good example to others.

There were good, informative notices about recycling on three notice boards.

There were plenty of dog fouling notices and bins well sited throughout the villages.

In May the churchyard was generally tidy, with some long grass and a bit of litter in the car park. However, in both June and July the judges said that it was “exceptionally good”. There was neatly mown grass, very few weeds and clear paths and edges. Congratulations to Groundforce!

The village hall surrounds were generally clean and tidy with no litter or weeds (except for a bit of litter and weeds on the High Street boundary in late July). The Women’s Institute Hall was neat and tidy throughout judging. The grass at the rear of the Institute was not too good in June and there were a few weeds and a bit of litter in June, but it looked a bit better in July.

There were a few weeds at the front of The Swan car park in July, but otherwise the surrounds were very good indeed – with a very tidy garden, some excellent planters and virtually no litter. The Red Lion was closed in May and June – but looked tidy enough. By July it was open and it looked very neat and tidy all round.

The telephone box, probably not much used, was clean and tidy, with neat, weed-free surrounds.

Both bus shelters were in very good condition, very neat and tidy inside and no weeds outside – they were very well used to display local information, posters etc. Well done!

All the seats and benches were well maintained and their surroundings were weed and litter free. There was special praise from the judges for the seat at Swan Close.

Village signs were good.

(No large open spaces were shown on the map but judges felt that the Green at Upper Longdon (*sic*) should be shown as “large”. It was not judged in that category, but was in excellent condition, with sensible areas of “conservation cut”).

All the open spaces and verges throughout were very well kept and free from litter.

All the private gardens were excellent throughout the village (with the exception of a couple in Swan Close in June).

The map was simple, but used symbols and colour well and it did the job (there is, however, no bus shelter near Mill House).

The villages looked very clean and tidy, with virtually no litter. Unfortunately, despite the excellent notices, two dog messes were seen near Mill House-Church Way, in July. There was clear evidence of significant community effort – particularly in Longdon.

Longdon and Longdon Green work hard each year to meet the requirements of BKV. An excellent standard was achieved again this year, with good BKV awareness and publicity, excellent children’s posters, very good recycling with dog fouling awareness, local information, bus shelter and open spaces. There was clear evidence of constant BKV awareness and community involvement through all rounds of judging.

Congratulations on achieving an excellent 1st place in the Large Village Category for the District (you only just failed to win the trophy!). Well done in 2011 and good luck in 2012!

John T. Perry, MBE
Chairman, BKV Working Group

October 2011

Appendix E

UPPER LONGDON – BKV JUDGES' COMMENTS 2011

Every household had received a A5 BKV poster (though none were seen in house windows) and there were BKV posters on both notice boards.

There were some wonderful children's posters on the notice boards; a really good effort for a small village with no school.

Both notice boards were in very good condition, but there were quite a few weeds round the base of the one near Shavers Lane.

There was a good range of up to date local information, very neatly displayed on both notice boards.

There were good clear notices about recycling.

There were two strategically sited dog fouling notices/bins.

The surrounds of the Chetwynd Arms were very neat and tidy. There was no litter, the verge was well mown and the garden was immaculate.

There were cobwebs in the telephone box (probably not used very much) and there were some weeds around it.

The very nice bench at the bottom of Grange Hill had very neat surrounds; but the one at the top of Shavers Lane needed repainting/varnishing and the surrounds were weedy.

The village signs and public footpath signs were good - but the fingerpost at Russells Bank is leaning badly.

The open space at Shavers Lane looked uncared for in June; the grass needed cutting and there were some weeds. At other times it was well cut and free from litter. The area at the top of Grange Hill was satisfactory; but the one at the bottom was immaculate (June).

All the private gardens were maintained to a very high standard, but the June judges felt that more attention should have been paid to weeds at the pavement edge and kerbs in the lower parts of the village in particular.

The map was adequate and easy to follow, but the small open spaces should have been shown.

No litter or dog mess was seen throughout the competition and there was clear evidence of community awareness and involvement. Lists of responsibilities for the various BKV features were on display – although this had not been entirely effective in some cases!

Upper Longdon is a lovely small village, which lacks many of the features and facilities of other small villages. A high standard was achieved in many areas and with rather more consistency over the maintenance of small open spaces and a bit of work on the map further improvements are possible. There is clear evidence of good community awareness and involvement.

Congratulations on your 3rd place in the Small Village Category for the District for the second year running and good luck in 2012!

John T. Perry, MBE
Chairman, BKV Working Group

October 2011

Appendix F

REPORT ON MEETING OF THE FINANCE AND GENERAL PURPOSES
COMMITTEE HELD IN THE W. I. HALL, LONGDON, ON TUESDAY,
OCTOBER 18TH, 2011

Present Cllr. Mrs. G. D. Duckett (Chairman); Cllr. R. A. G. Clarke;
and Cllr. A. J. Juxon.

Also present was the Clerk.

APOLOGIES

Cllr. C. D. Cherry; and Cllr. Mrs. H. A. Meere

1. MINUTES OF THE PREVIOUS MEETING

On a motion proposed by Cllr. Clarke and seconded by Cllr. Mrs. Duckett, the minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday, December 7th, 2010, were approved and signed.

2. PUBLIC PARTICIPATION

No members of the public were present.

3. REVIEW OF CURRENT PRACTICES AGAINST RISK POLICY

With all the control actions followed, and with no new activities, there was no change to risk assessment.

4. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

5. PRESENTATION OF FINANCIAL STATEMENT FOR THE FIRST SIX
MONTHS OF THE CURRENT FINANCIAL YEAR UP TO 30TH SEPTEMBER
2011

The Clerk presented a financial statement for the current financial year up to 30th September 2011.

It was noted that just over half the budget had been spent, leaving £8204. 27, and that the amount already spent - £13409. 11 – was very close to the Council's precept for 2011/12.

There were, however, no sharp deviations from the original budgeted figures.

Cllr. Clarke reminded the meeting of commitments already made by the Council which might have to be honoured before the end of the current financial year; these were £500. 00 to The Beau Desert Sports Field and Recreation Ground Trust, and £500. 00 to Gentleshaw School.

In addition, the Trust had a contractual obligation to make a final payment of £360. 00 to Graham McCulloch for the final cut of the year.

Cllr. Mrs. Duckett added that she expected the Longdon Village Hall Management Committee to request a grant of £1500 toward its latest capital project.

6. LIKELY FUTURE CAPITAL EXPENDITURE DURING CURRENT FINANCIAL YEAR

Cllr. Mrs. Duckett reported that she had received from Kevin Healey a quote of £720. 00, plus VAT, for supplying and erecting four-foot-high post-and-rail fencing at the bottom of the church car park, a rate of £18 a metre for a total length of forty metres.

It was agreed that at least one more quote should be sought.

In addition, the anticipated cost of the footpath leaflets was £1400. 00, though it was expected that a substantial proportion of this would be met out of a grant from the Community Paths Initiative.

It was also agreed that it was essential to draw up a Village Plan if the Parish Council was to have a say in the future development of the parish.

The average cost of such a plan was £8000, though a figure of £2000 had been mentioned by Counter Context, a consultancy whose representative had made a presentation to a meeting of the Staffordshire Branch of the Society of Local Council Clerk at Burton-on-Trent in July.

It was agreed that the Clerk should invite this firm to make a presentation to Longdon Parish Council one afternoon in January 2012 following the presentation to be given to the Council by Clare Eggington, the District Council's Principal Development Plans Officer, at the December meeting.

It was thought unlikely that much progress would be made in drawing up a Village Plan before the end of the current financial year. Similarly, while it had been agreed to set up a working group to organise the Diamond Jubilee celebrations, this was unlikely to involve the Parish Council in any expenditure in the current financial year.

7. REVIEW OF CURRENT BANKING ARRANGEMENTS

At present, the Parish Council held a current account at the Lichfield Branch of NatWest and a savings account at the Lichfield Branch of The Halifax, an arrangement which dated back to a time when the latter offered a much more favourable interest rate.

Even though this was no longer the case, it was felt that there would be no financial gain from changing this arrangement.

8. REVIEW OF STANDING ORDERS

The Committee then undertook a section-by-section review of the Council's current Standing Orders, based on the version published on the website.

It was agreed that the following amendments should be recommended to the Council:

1(a). The words “or The Meeting Room, Gentleshaw, when available,” should be deleted.

4. The words “The Parish Assembly meeting shall assemble annually” should be replaced by the words “The Annual Assembly of the Parish Meeting shall take place”.

9. “Four” should be written as “four”.

11. Part (2) should be entirely deleted.

12. Part (f) should be entirely deleted.

14. The word “second” should be deleted, and the word “first” inserted.

15. Part (a) should read “To accept the apologies of absent Councillors” and parts (a) and (b) should become parts (b) and (c) respectively.
Part (d) should read “to invite members of the public present to participate”.
Part (i) should be deleted.
(The remaining parts should be re-ordered consecutively).

19. The words “ properly given in the order in which they have been “.

29. “...a former speech by him” should read “...a former speech by him/her”.

47. The words “one half of its members” should be deleted and the word “three” substituted.

53 Part (d): “subject to (f) & (g)” should now read “ subject to(f), (g) & (h)”.
Part (e): the figure “£200” should replace the figure “£100”.

55. The words “within the meaning of the Local Government Act 2000” should be deleted.

65 (b): The words “Council Chamber” and “Chamber” should be deleted, and, in each case, the word “meeting” should be substituted.

68/69: The words “Working Group” should be deleted and, in each case, the word “Committee” should be substituted

70. After the words “and business at such a meeting (line 3) the words “also suspended” should be inserted.

APPENDIX A: Code of Conduct

PART 1: GENERAL PROVISIONS should be entirely deleted and replaced by the following words:

“Each Councillor is expected to adopt the seven principles of public life established by the Committee on Standards in Public Life and known as the Nolan Principles. These are:

(i) Selflessness

Holders of public office should act solely in terms on the public interest. They should not do so in order to gain financial or other benefits for themselves, their family or their friends.

(ii) Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisation that might seek to influence them in the performance of their official duties.

(iii) Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

(iv) Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

(v) Openness

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

(vi) Honesty

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

(vii) Leadership

Holders of public office should promote and support these principles by leadership and example.

PART 2: INTERESTS

This should now read “DEFINITION OF INTERESTS”.

7 (1) (c): “exceeding the nominal value of £5,000” should now read “exceeding the value of £25, 000”.

APPENDIX B: Policies and Practices

B1 Jubilee Cup: This section should be deleted.

B3 Annual Parish Assembly: The word “only” should be deleted; the words “any member of the public who specifically requests a copy” should also be deleted and replaced by the words “made available to members of the public and posted on the website”.

There was also a need to correct a number of typographical errors.

9. REVISION OF GRANT APPLICATION FORM

Cllr. Mrs. Duckett made the following proposals:

1. That the date at the head of the application form be deleted.
2. That applicants need only provide the following information: (a) applicants’ details; (b) details of the organisation or group seeking the grant; (c) grant application details listing details of the project, its benefit to residents, and the amount requested; and the involvement of other organisations in the project; and (d) project finance details.
3. The grant application form should be signed, dated and returned to the Clerk.

The revised form would remove the need for applicants to provide information about the date of its formation, a project title and details on ongoing costs.

The Committee endorsed these proposals and agreed that they should be presented to the Council as its recommendations.

10. PARTICIPATORY BUDGETING

The concept of Participatory Budgeting, as described by NALC, was that a sum of money should be set aside out of the precept and the community asked directly for suggestions on how to spend this money.

In a pilot study in Hampton Bishop, in Herefordshire, the residents were consulted on how best to spend £500 from the annual precept of £6, 500. Fifteen suggestions were received from a population of 480, in other word, a response of just 3%. Residents were then asked to rank these suggestions in order of preference.

The Committee concluded that the Council's system of making grant application forms available for submission whenever a perceived need existed was a more open and accessible system which did not require the protracted procedure which seemed to be a part of Participatory Budgeting, although it was also pointed out that Participatory Budgeting extended beyond making grants to local organisations and focussed rather on consulting with parishioners on how part of the precept should be spent.

11. REVIEW OF ADVERTISING CHARGES FOR "LONGDON LIFE"

After Cllr. Juxon outlined his policy for charging for advertising in "Longdon Life", which allowed him a measure of flexibility, it was agreed that there should be standard charges of £15. 00 for half an A4 page, £7. 50 for a quarter and £5. 00 for an eighth, this being broadly in line with current practice.

Cllr. Juxon confirmed that advertising had never been limited to local residents, and it was agreed that the next issue of "Longdon Life" should include a statement of charges and an invitation to advertise.

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

No matters were raised under "Any Other Business".

13. DATE OF NEXT MEETING

To be agreed.