

MINUTES OF A MEETING OF THE PARISH COUNCIL OF LONGDON HELD
IN THE W. I. HALL, FORD LANE, LONGDON, ON TUESDAY, MAY 14TH, 2013

Present: Cllr. A. J. Juxon (Chairman); Cllr. B. J. Butler; Cllr. C. J. Cherry;
Cllr. R. A. G. Clarke (Chairman-Elect); Cllr. P. M. Couchman;
Cllr. Mrs. H. A. Meere; Cllr. K. R. Morgan; Cllr. M. J. Nash;
Cllr. K. C. Taylor; and Cllr. C. J. Webb.

Also present were the Clerk; Cllr. N. J. Roberts, of Lichfield District Council; County Councillor Martyn Tittley (whom the Chairman welcomed to his first meeting since being elected); and Mrs. Diane Howells, of Lower Way, Upper Longdon.

1. APOLOGIES

Cllr. S. K. Welch.

2. DECLARATION OF PERSONAL AND PREJUDICIAL INTERESTS

None was declared.

3. APPLICATION FOR DISPENSATIONS

No Councillor applied for a dispensation.

4. APPROVAL AND ADOPTION OF MINUTES

On a motion proposed by Cllr. Taylor and seconded by Cllr. Mrs. Meere, the minutes of the meeting held in the W. I. Hall, Ford Lane, Longdon, on Tuesday, April 9th, 2013, were approved and signed.

5. PUBLIC PARTICIPATION

Cllr. Juxon welcomed Mrs. Howells to the meeting and asked her if she wished to address the Council.

Mrs. Howells said that there was concern amongst members of the Longdon Women's Institute that they had not been invited to send a representative to the meetings of the Neighbourhood Plan Steering Group and suggested that the decisions taken would be so momentous that it was essential that as wide a range of views be canvassed.

Cllr. Clarke explained that, as there were no fewer than nineteen organisations in the Parish, to have every one of them represented on the Steering Group would make it too unwieldy.

He agreed that it was important to reach as many people as possible regardless of age, gender and occupation and pointed out that every parishioner – of which there were 1800 – would be given the opportunity to comment.

Cllr. Webb suggested that the more voices that were heard, the more the Plan would be listened to.

Cllr. Clarke said that the business of the next meeting would be to define what comprised Longdon. He estimated that it would take between fifteen and eighteen months to publish the Plan.

6. MATTERS ARISING FROM THE MINUTES

(i) “The Red Lion on the Green”

The Clerk reported that Brunning and Price had withdrawn their interest in “The Red Lion on the Green” following the refusal of Enterprise Inns Limited to sell the premises to them.

(ii) Speed Limit in Malthouse Road

The Clerk reported that he had written to Mr. Ellis and Mr. Jebb explaining that the Council had already been advised that it was no prospect of the speed limit in Darlings Lane being extended into Malthouse Road because of the reluctance of the police to monitor it.

However, he had subsequently realised that the lane through Chesterfield and Wall was covered by a speed limit, and it seemed very unlikely that the police ever monitor speeds there.

It was agreed that he should point this out to Richard Rayson, the Community Infrastructure Liaison Manager and ask whether the refusal to impose a speed limit in Malthouse Road should be re-considered.

It was further agreed that a copy of this letter should be sent to the Speed Safety Partnership and, at his request, to Cllr. Tittley.

(iii) Parking in Laybys

Cllr. Tittley said that this was a district-wide problem, citing the instance of a German lorry parked for three days at Seedy Mill, and added that he would be raising it at a meeting with the County Director and Local Engineer.

(iv) Broken Cover at Russells Bank

Cllr. Taylor reported that the owner of the property had moved to Cambridgeshire and the property was currently rented out.

However, Cllr. Taylor had been able to obtain the owner’s address, and the Clerk was instructed to write to him, pointing out the danger posed by the broken cover and asking him to arrange for its repair.

(v) “Longdon Life”

Cllr. Cherry reported that Eric Roy, the Council’s Webmaster, would be able to post copies of “Longdon Life” on the Parish Website, but would need to be sent it in an electronic format.

Cllr. Webb thought that this should not present a problem, since it would have been scanned prior to be printed, and he said that he would contact South Staffordshire College for an appropriate format.

7. PLANNING

(i) Report of Planning Committee

13/00360/FUL: Mr. & Mrs. D. Drew: Installation of two new dormer windows and roof lights to front elevation: Cherry Trees, Lower Way, Upper Longdon

The Council had no objection to this application.

13/00400/FUL: Dr. Rosalind Hallifax: Alterations to form conservatory and replacement roof to form balcony terrace and installation of solar panel to main roof: 212 Chorley Road, Burntwood

The Council had no objection to this application.

(ii) For Consideration

13/00456/FUL: Mr. D. Craig: Installation of dormer window: Pear Tree Cottage, Windmill Lane, Gentleshaw

Comment was deferred, the application having only just been received.

13/00461/FUL: Mrs. M. Cope: Extension to existing hay barn and infilling of the open sides of existing hay barn: Beaudesert Park Farm, Horsey Lane, Upper Longdon

Comment was deferred, the application having only just been received.

(iii) Approved by Lichfield District Council

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

(iv) Refused by Lichfield District Council

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

(v) Other Planning Matters

(a) Withdrawal of Application

13/00182/FUL: Mr. & Mrs. Peter Howells: Erection of three two-bedroom detached bungalows with associated garages (extension of time for 10/00154/FUL): 93 Upper Way, Upper Longdon

This application was withdrawn on 8th April 2013.

(vi) Neighbourhood Planning

Cllr. Clarke reported that there had been a very productive meeting with members of the Lichfield District Council's Neighbourhood Planning team, when they had been given a lot of background information and the promise of support.

The District Council's own Local Plan was currently with the examiner, and a hearing statement was being prepared.

It was expected that the Local Plan would be adopted by the end of the year.

Consultation on the design area had closed that day, and ten responses had been received, none of which were objections, just requests to be kept informed.

Of neighbouring parishes, Armitage had applied for designation, but there was no overlap between the two plans. Brereton & Ravenhill had just begun the process, while neither Cannock Wood nor Hednesford had registered an application.

Nationwide, by the end of April three Plans had been adopted, 323 areas designated, while 188 had just applied.

New Government assistance was available, for which Longdon could apply as soon as the green light was received; a first application, for £7000, would be made to buy support and/or to offset cost.

8. REPORTS OF MEETINGS

(i) Lichfield District Parish Forum

Cllr. Clarke presented a report on a meeting of the Lichfield District Parish Forum which had been held in the Council Chamber, District Council House, Lichfield, on Wednesday, April 10th, and which he, Cllr. Cherry and the Clerk had attended.

Apologies were given on behalf of Cllr. Nash, who had been unable to attend.

Claire Eggington had given a presentation on the Planning Approvals System, Definitions and Considerations.

She had explained that the system was led by established plans, currently, the 1998 Lichfield District Council Local Plan and the National Planning Policy Framework, which were to be replaced largely by the 2013 Local Plan, with its emphasis on economic growth, sustainability and wide consultation

She had also defined and clarified terms such as "Permitted Development" and "Sustainability", and described the different types of applications, such as full and outline, various consents and pre-application.

She went on to give examples of material and non-material considerations and, finally, detailed consultation procedures, including refusals, appeals, enforcement and the role of the Parish Council.

Lichfield District Council handled approximately nine hundred applications a year, of which 93% were approved.

Cllr. Clarke concluded by saying that the meeting, at which the turnout had been moderate, had been very worthwhile.

(ii) Cotton Almshouses Trust

Cllr. Mrs. Meere reported that she had attended the Trust's Annual General Meeting, held on Thursday April 18th, at which Mrs. Mary Tomlinson had been re-elected Chairman, and Mrs. Janet Allen Secretary/Treasurer.

One of the almshouses was vacant and, having been completely re-decorated, was now being advertised.

(iii) Other Meetings

Cllr. Butler reported that he had attended the unveiling of the new cradle swing on Beaudesert Sports Field, the ceremony having been carried out by Aiden Birley, the MP for Cannock Chase.

Cllr. Taylor reported that he had attended the latest meeting of the Cannock Wood & Gentleshaw Village Hall Management Committee and a meeting of the St. James PTFA which had taken place in "The Swan with two Necks" and which had been attended by just nine people.

The meeting was told of an intention to set up a page on Facebook and had been advised that entries should not refer to anything confidential or to anything about the teaching staff.

9. NOTICE OF FORTHCOMING MEETINGS AND EVENTS

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

(i) SPCA Chairmanship Skills Training Course: Tuesday, June 11th, 2013, in Rooms 9/10, Peel Building, St. Chad's Place, Stafford, from 7. 00 p.m. till 9. 00 p.m.

Cost: £20. 00 for the first delegate, £15 for the second delegate, and £10 for subsequent delegates from the same Council.

(ii) Staffordshire Wildlife Trust Members' Day: Saturday, June 15th, 2013, at The Wolseley Centre, Wolseley Bridge, from 10. 00 a.m. till 3. 00 p.m.

Booking for this event was essential.

(iii) SPCA Councillor Training Course: Tuesday. June 18th, 2013, in Rooms 9/10, Peel Building, St. Chad's Place, Stafford, from 7. 00 p.m. till 9. 00 p.m.

Cost: £20. 00 for the first delegate, £15 for the second delegate, and £10 for subsequent delegates from the same Council.

(iv) “Sustaining the Commons”: Friday, July 5th, 2013, in the Devonshire Building, Newcastle University, from 10. 00 a.m. till 4. 30 p.m.

(v) Cllr. Clarke said that he would be attending a meeting of Governors at Gentleshaw School on June 6th and visiting a Class 5 maths lesson the previous day.

Cllr. Juxon said that he would be attending a pupils’ forum at Longdon Hall School on May 20th.

10. HIGHWAYS AND FOOTPATHS

(i) Report on Site Meeting

Cllr. Juxon gave a report on a site meeting in Longdon on the morning of Thursday, April 11th, attended by Richard Rayson, the Community Infrastructure Liaison Manager; Kevin Wawrzynczyk, the Community Infrastructure Liaison Officer; County Councillor Frank Lewis; Mr. Graham Passey, Church Warden; Councillor Cherry; Cllr. Clarke; and the Clerk.

Subjects discussed had included (a) the ownership and (b) the future maintenance of Church Hollow, and (c) the clearance of the path alongside the A51 between Longdon and Lichfield so that it could be used by cyclists.

In the case of (a), the ownership of the path and bank alongside the A51 would remain with the County Council, though Mr. Rayson believed that the ownership of and therefore the responsibility for maintaining the opposite bank belonged to the adjoining householders, a claim disputed by Cllr. Cheery, one of those householders; of (b), the Parish Council would carry out a programme of clearance and re-instatement; and of (c), work had already begun on cutting back the trees overhanging this path.

The Clerk added that he had received an email from Janet Allen, Clerk to the Longdon Parochial Charities Trust suggesting that, if approached, the Trustees might be prepared to contribute to the cost of re-instating Church Hollow.

(ii) Report on Meeting of the Highways and Open Spaces Committee

The Clerk presented a written report on a meeting of the Highways and Open Spaces Committee which had taken place in the W. I. Hall, Longdon, on Tuesday, May 7th (*Appendix A*).

Referring to the two recently-printed footpath leaflets, Cllr. Juxon said that these now brought the total number of walks to seven.

Copies were now on display in Longdon Post Office, local community halls and pubs, as well as the Lichfield Tourist Information Centre and Brereton Library.

Cllr. Clarke said that planting of the two triangles on Gentleshaw Green had been put back a week because the plants were not quite ready, but the School was ready to carry out the planting as soon as they were delivered.

11. GREENS AND OPEN SPACES

(i) Free Tree Packs

The Clerk reported that he had received from Portia Howe, Arboricultural Officer, Lichfield District Council, an email dated 9th May 2013, asking whether the Council would like to take up an offer from The Woodland Trust of free packs of trees for planting on publicly accessible land.

Unfortunately, the Council could not, in the absence of available sites, take up this offer.

12. GENERAL ADMINISTRATION

(i) Review of Standing Orders

On a motion proposed by Cllr. Taylor and seconded by Cllr. Couchman, it was agreed to incorporate the proposed changes to the Council's Standing Orders.

The Clerk would make available a revised copy of the Standing Orders to each Councillor at the next meeting.

(ii) Arrangements for Annual Assembly

Cllr. Juxon invited Mrs. Howells to inform the Council of the arrangements for the Annual Assembly.

Mrs. Howells said that she had spoken to Wendy Mepstead, who had told her that the room would accommodate forty people and that a side room would be made available for the serving of refreshments.

The Clerk agreed to provide biscuits and to bring two filled hotpots to supplement the kettles available.

13. LAW AND ORDER

(i) Police Surgery

Cllr. Clarke reported that the Police Surgery, which had been due to take place at Longdon Village Hall the previous Saturday had turned out to be a non-event.

He had arrived to find PCSO Anderson sheltering from the rain in the Brook End bus shelter, where she had been left by PC Lewis, who had been called to an incident in Lichfield, from which she had returned at 2. 15 p.m.

The Clerk added that he had sat in his car outside the Village Hall until 1. 15 and had seen the police car pass by, but had not realised that PCSO Anderson had been left at the bus shelter.

The surgery had not been advertised other than in "Longdon Life" in March and the Hall had not been booked.

Cllr. Clarke pointed out that this had been the third successive surgery to which no parishioners had come and suggested that the arrangement should be re-considered, Cllr. Webb adding that he thought that the Council should be concerned that this was not showing as an efficient use of resources.

The Clerk added that PC Lewis had asked him for significant dates in the village calendar, such as the Longdon Flower Show and the School May Day Celebrations, at which she might make an appearance, but her availability would depend on shift patterns.

He also pointed out that the police response to the recent incident of illicit tyre-dumping had not shown the expected level of urgency.

It was agreed that the Clerk should write to Assistant Police and Crime Commissioner drawing her attention to these failings.

14. BEST KEPT VILLAGE COMPETITION

The Clerk reported that the first team of judges had been in Longdon the previous Wednesday, May 8th, and he had engaged one of the judges in conversation outside the Post Office.

As a result, he would be submitting a revised map before the next visit in June Cllr. Taylor added that Taylor Maids had cleaned out the telephone kiosk in Upper Longdon and had, at the same time, given the adjacent tubs and bench a thorough cleaning.

The Clerk suggested that Taylor Maids might be invited to display one of their commercial cards in the kiosk, which would inform both the users of the phone and the next team of the judges that the kiosk was being cared for, a suggestion which the Council adopted and which Cllr. Taylor said that he would pass on to the company.

15. FINANCIAL MATTERS

(i) Accounts for Payment

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

*South Staffordshire College	Production of "Longdon Life" (725 copies + 725 sheet inserts)	£153. 64
*Hazel Crosbie	Delivering BKV Competition leaflets	£ 45. 00
G. C. McCulloch	Mowing – April 26 th	£370. 00
Lichfield District Council	Emptying Dog Waste Bins for 2013/2014; Net Total: £686. 40; VAT: £137. 28	£823. 68
Longdon W. I.	Hire of Hall- May 7 th : £12. 00 Hire of Hall – May 14 th : £12. 00	£ 24. 00
#Staffordshire Branch. CPRE	Donation	£ 20. 00

(*Confirmation #Payment made under Section 137)

(ii) Payments Received

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

Lichfield District Council	Precept 2013/2014	£17,000 00
Bradley Lakes Turf 'n' Landscape	Advertisement: "Longdon Life"	£ 15. 00
A. I. D. Fuel Oils Ltd.	Advertisement: "Longdon Life"	£ 9. 50
Longdon Post Office & Stores	Advertisement: "Longdon Life"	£ 7. 50
Longdon Club & Institute	Advertisement: "Longdon Life"	£ 7. 50
David Yarnall, Architectural Services	Advertisement: "Longdon Life"	£ 5. 00
A. D. Bennett	Advertisement: "Longdon Life"	£ 5. 00

(iii) Current Balance

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

NatWest c/a:	£18,502. 41
<u>less uncleared cheques</u>	
1763: £	24. 00
1767: £	12. 00
1768: £	45. 00
	<u>£18,421. 41</u>

(iv) Requests for Grant Aid

The Clerk reported that he had received the following requests for grant aid:

(a) St. James Parochial Church Council

The PCC Treasurer had submitted a grant application form in support of his Council's request for a grant of £1500 towards the cost of maintaining the churchyard, which was expected to total £3900.

It was pointed out that every resident in the Ecclesiastical Parish of Longdon had the right of burial in Longdon Churchyard; moreover, a well-maintained churchyard was crucial to success in the Best Kept Village Competition.

On a motion proposed by Cllr. Taylor and seconded by Cllr. Butler, it was agreed to meet the request in full.

(b) Longdon Flower Show

The Secretary of the Longdon Flower Show Committee had submitted a grant application form in support of her Committee's request for a grant of £180. 00 to meet the cost of hiring Longdon Village Hall and the Longdon W. I. Hall on the day of the Flower Show.

It was pointed out that this event was historically a key event in the calendar of village events, and the Committee had each year applied for and received financial support from the Council.

On a motion proposed by Cllr. Taylor and seconded by Cllr. Butler, it was agreed to meet the request in full.

(c) 1st Longdon Guides

Mrs. Monique Worth, Kookaburra Brown Owl of the Longdon Brownies, had submitted a grant application form in support of her request for a grant of £350. 00 towards the cost of starting up a Guide Company in Longdon.

Councillors were sympathetic to Mrs. Worth's request, but agreed that she should first be invited to meet the Council to outline her plans for the new Company.

(d) Staffordshire Wildlife Trust

The Clerk reported that the Council had received a request from the Staffordshire Wildlife Trust for a donation towards the cost of fighting bovine tuberculosis and protecting Staffordshire's badgers.

Suggested donations ranged from £10. 00 for peanuts to bait a badger trap for two weeks to £750. 00 to buy professional training for a staff member to safely handle and capture badgers and deliver the programme.

A decision was deferred to allow the Clerk to obtain more information about the programme and to establish whether the donation could be made under Section 137.

(v) Financial Statement for Financial Year ended 31st March 2013

The Clerk presented the Financial Statement for the Financial Year ended 31st March 2013 (*Appendix B*).

(vi) Approval and Adoption of Annual Accounts and Annual Return

On a motion proposed by Cllr. Couchman and seconded by Cllr. Butler, the Annual Accounts and Annual Return were approved and signed.

(vii) Internal Audit

The Clerk reported that the Internal Audit would take place on Monday, May 27th, at 9. 30 p.m.

The External Auditor had appointed June 24th as the date on or after which interested persons might exercise their rights under the Audit Commission Act of 1998 and the Accounts and Audi (England) Regulations 2011.

(viii) Insurance

The Clerk reported that he had received a quotation from Zurich Insurance, but Came & Company had declined to quote on the grounds that their quote would not be competitive.

Cllr. Juxon said that he had compared the quotation from Zurich Insurance with the renewal demand received from AON and had found that the latter was uncompetitive in every detail.

Zurich Insurance required an annual premium of £507, which fell to £471 if the Council entered into a three-year agreement, whereas the comparable figures from AON were £840 and £798.

Cllr. Butler pointed out that the speed gun retained by the Upper Longdon Speedwatch Team needed to be included on the list of assets, and it was agreed that the Council should choose Zurich Insurance as its insurers once any addition to the premium was known.

16. CORRESPONDENCE SINCE LAST MEETING

(i) The Clerk reported that he had received from Sarah Thirwall, Communications and Engagement Officer, NHS Commissioning Support Services, an email dated 24th April 2013, inviting people to take part in one of four focus groups being held across Staffordshire and Stoke-on-Trent in order to explore ways to improve end-of-life care for everyone.

These groups were being held at the Gatehouse Theatre, Stafford, on May 16th, Cannock Chase Council Offices on May 17th; The East Staffordshire Children's Centre at Burton-n-Trent on May 22nd, and The North Staffordshire Medical Institute in Stoke-on-Trent on May 23rd.

(ii) The Clerk reported that he had received from Dave Benge, Development Manager, Staffordshire Third Sector Network, an email dated 30th April 2013 informing the Council that, following the loss of the County Infrastructure to VAST*, he would be moving to a new post within VAST, adding that the S3SN weekly e-bulletin would continue as usual.

(*a registered charity based at the Dudson Centre at Hanley, which provides services and development support for the Voluntary and Community Sector)

17. OTHER COMMUNICATIONS

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

- (i) From Karen Travers, Admin Officer – Electoral Services, Lichfield District Council:

Register of Electors – Notice of Alterations (May 2013).

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

Forward Plan – Version 1 – Issued 15th April 2013 – Effective for the Period 1st May 2013 – 31st August 2013;
Calendar of Meetings, fortnight ending 5th May 2013;
Calendar of Meetings, fortnight ending 19th May 2013.

- (iii) From Michaela Plant, Licensing Assistant, Democratic, Development and Legal Services, Lichfield District Council:

Licensing Act Applications registered during w/e 12th April 2013;
Licensing Act Applications registered during w/e 19th April 2013;
Licensing Act Applications registered during w/e 26th April 2013;
Licensing Act Applications registered during w/e 2nd May 2013.

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

S3SN – E Bulletin – Issue No. 14/13 – 11th April 2013;
S3SN – E Bulletin – Issue No. 15/13 – 18th April 2013;
S3SN – E Bulletin – Issue No. 16/13 – 25th April 2013;
S3SN – E Bulletin – Issue No. 17/13 – 2nd May 2013.

Cllr. Clarke reported that Lichfield & District CVS had combined with Tamworth CVS and was now based at Tamworth.

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

Bulletin (11th April 2013);
Bulletin (19th April 2013);
Bulletin (26th April 2013);
Bulletin (3rd May 2013);
Bulletin (9th May 2013);
“Communities, Councils and Clerks” (the newsletter of the Community Council of Staffordshire, the Staffordshire Parish Councils' Association and the Staffordshire Branch of the Society of Local Council Clerks).

(vi) From The Rural Services Network, Tavistock, Devon:

Weekly Email News Digest – April 15th, 2013;
Weekly Email News Digest – April 22nd, 2013;
Weekly Email News Digest – April 29th, 2013;
Rural Opportunities Bulletin – April 13th, 2013;
Rural Opportunities Bulletin – May 2nd, 2013.

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

Agenda Annual General Meeting to be held on Tuesday, 30th April 2013;
Minutes of Annual General Meeting held on Monday, 30th April 2013;
Agenda for Meeting of Management Committee to be held on Tuesday, 10th April 2013;
Minutes of Meeting of Management Committee held on 30th April 2013.

(viii) From Getmapping, Hartley Wintney, Hants.:

Parish Online Newsletter – April 2013;
Parish Online Newsletter – Planned Maintenance.

(ix) From The Open Spaces Society:

Open Spaces Society E Newsletter – Spring 2013;
“Open Space”: Vol. 30, No. 6, Spring 2013.

(x) From The Staffordshire Wildlife Trust:

“Staffordshire Wildlife”: No. 117, Spring 2013;
Programme for Members’ Day;
What’s On: May to August 2013.

(xi) From The Staffordshire Branch, Campaign to Protect Rural England:

Annual Report 2013.

(xii) From Lamps & Tubes Illumination Ltd., Chesham, Bucks.:

“Last chance to order flags and bunting for the Queen’s 60th Anniversary of her Coronation”.

(xiii) From Cyan Teak & Woven Furniture, Coulsdon, Greater London:

Last chance to buy discounted quality teak furniture;
Cyan Civic Park Benches – Free Brass Plaque.

(xiv) From SSP Water & Play, Odiham, Hants.:

Newsletter – April 2013.

(xv) From Sutcliffe Play Ltd., Pontefract:

Playback Newsletter.

(xvi) From GOPAK, Hythe, Kent:

Products card.

(xvii) From Sovereign Design Play Systems Ltd., Shoeburyness, Essex:

Free Playspace Resources & Funding Guidance.

18. DOCUMENTS

The following documents were available for consultation:

- (i) Staffordshire Strategic Partnership News Update – April 2013;
- (ii) “Staffordshire Wildlife”: Number 117, Spring 2013;
- (iii) “Open Space”: Volume 30, No. 6, Spring 2013.

19. ANY OTHER URGENT BUSINESS

(i) Cllr. Couchman reported that, once again, local residents were complaining about the poor bus service which they were receiving.

There was effectively only one bus a day, and it was impossible to connect with a return service to Burton-on-Trent or Sutton Coldfield.

Moreover, the vehicles were not being adequately maintained; in one recent case, the brakes failed and, earlier, the automatic doors had become jammed open.

In Cllr. Couchman’s opinion, a Ring-and-Ride Service was urgently needed.

The Clerk was instructed to write to County Council’s Transport Department, making these concerns known.

(ii) Cllr. Taylor said that he was once again receiving complaints about the overgrown trees and shrubs alongside Lower Way from Grange Hill.

The Clerk was instructed to make these complaints known to the Community Infrastructure Liaison Manager.

20. DATE OF NEXT MEETING

Tuesday, June 11th, 2013, in the W. I. Hall, Ford Lane, Longdon, commencing at 7. 30 p.m.

Appendix A

REPORT ON MEETING OF THE HIGHWAYS AND OPEN SPACES
COMMITTEE OF LONGDON PARISH COUNCIL HELD IN THE W. I. HALL,
FORD LANE, LONGDON, ON TUESDAY, MAY 7th, 2013

Present: Cllr. S. K. Welch (Chairman); Cllr. C. D. Cherry; Cllr. R. A. G. Clarke;
Cllr. A. J. Juxon; Cllr. Mrs. H. A. Meere; and Cllr. K. M. Morgan.

Also present was the Clerk.

1. APOLOGIES

Mr. Will Rose.

2. MINUTES OF THE PREVIOUS MEETING

On a motion proposed by Cllr. Juxon and seconded by Cllr. Clarke, the minutes of the meeting of the Highways and Open Spaces Committee held in the W. I. Hall, Ford Lane, Longdon, on Tuesday, January 22nd, 2013, were approved and signed.

3. PUBLIC PARTICIPATION

No members of the public were present.

4. MATTERS ARISING FROM THE MINUTES

(i) Broken Drain Cover at Russells Bank

Cllr. Welch said that the broken drain cover against the perimeter wall at Russells Bank at the side of the bridle path BW58 had not been repaired, and the hole was presenting a possible hazard to horses using this bridleway.

It was not known whether Cllr. Taylor had been able to speak to the owner of the property, and Cllr. Welch said that he would confer with Cllr. Taylor over the matter.

5. FOOTPATHS REPORT

The Clerk said that, in presenting his apologies, Mr. Rose had submitted the following report, starting with outstanding matters:

Fps. 40/41

The County Works Unit had mended three stiles, replaced another and erected a finger-post at the Church Hill end of the path.

This work had been carried out on 29th January 2013.

FP. 46 (Giddywell Lane – A51)

The bridge over the brook had been reported as being in need of repair, and Mr. Rose believed that this repair had now been carried out.

FP. 55 (Bradley Lakes)

The finger post reported on 5th December 2012 as lying on the ground had now been re-erected.

FP. 72 (Brook End - Hood Lane)

Back in May 2012, Paul Rochford had thought that the fencing could be a problem, and Mr. Rose had asked Dominic Willmore to issue a report to the Rangers.

However, in spite of repeated reminders from Mr. Rose, nothing had been done, and a job sheet for the relocation of a kissing-gate and for clearance work was still outstanding.

The undergrowth had been cleared by the new licensee of “The Swan with Two Necks”.

Mr. Rose had then reported the following new items:

FP. 5 (Windmill Bank)

The finger-post had fallen, and a stile needed replacing at the junction with Windmill Bank by Stile Cottage.

This had been reported on April 8th, and acknowledged.

FP. 7 (Briertey Hill Lane)

A finger on the finger-post at the junction of Briertey Hill Lane and Coldwell was missing.

On March 14th, Dominic Willmore had reported that she had issued a job sheet for the County Works Unit to replace it.

BW58. The status of Dark Lane, Upper Longdon, was being investigated by Paul Rochford and the County Council’s Land Charges team.

6. FOOTPATH LEAFLETS

Cllr. Juxon showed the meeting samples of the two new footpath leaflets (No. 6, Gentleshaw Way, and No. 7, Upper Longdon Way).

He reported that a thousand copies of each had been printed, the difference in cost between printing five hundred and a thousand being only £37. 00.

He had delivered copies to “The Chetwynd Arms”, “The Swan with Two Necks”, St. James Church, Brereton Library and the Tourist Information Centre at Lichfield.

The Clerk added that he had taken copies to “The Windmill Inn”, where the manager had been impressed by the quality of the leaflets.

Suggestions were also made for other locations where the leaflets could be made available to the public, including “The Red Lion on the Green” and “The Redmore”, and rambling clubs would also be approached.

On a motion proposed by Cllr. Juxon and seconded by Cllr. Mrs. Meere, it was agreed that the Clerk should purchase ten dispensers from Ryman’s of Lichfield.

7. GENTLESHAW GREEN

Cllr. Welch said that the recent harsh wintry weather, including a foot of snow at Easter, had made the proposed planting impossible, but he thought that conditions were now right, and he would be purchasing plants to deliver to the School in the next day or two.

Cllr. Clarke said that he would be visiting the School shortly and would alert the Head Teacher to the arrival of the plants.

On a motion proposed by Cllr. Clarke and seconded by Cllr. Juxon, a budget of £50. 00 was agreed for the purchase of these plants.

Cllr. Clarke reminded the meeting that earlier plans for the Green had included the planting of shrubs and the erecting of nesting boxes and bat boxes, as well as the obscuring of the opposite wall by the planting of hornbeams, and he asked whether any of this would now be done.

Cllr. Welch pointed out that the School already had its own nature area, but agreed to discuss possibilities with Justine Walsh, the District Council’s Conservation Officer.

Recent conditions had not been propitious for the planting of the hornbeams, and this would have to be postponed till the Autumn.

8. CLOSURE OF DARK LANE, LONGDON

Cllr. Clarke reported that there had been an incident in Dark Lane at the weekend in which two horses had been startled by two motor-cyclists making their way down the lane, having ignored the “Road Closed” sign, which, in view of the temporary nature of the sign, they had regarded as not having the force of law.

It was agreed that Richard Rayson should be informed of this incident and urged to carry out the permanent closure of the lane as quickly as possible, once the legal formalities had been completed, to eliminate confusion.

9. FUTURE PROJECTS

(i) Church Hollow

Cllr. Juxon said that, at the recent site meeting with Richard Rayson and Kevin Wawrzynczyk, both had been very supportive of the Council’s proposal to carry out improvements in Church Hollow, which included widening the path by exposing the original tarmac surface and replacing the broken fencing at the top of the path.

However, Cllr. Juxon thought that they were not willing to recommend the transfer of ownership of the pathway to the Parish Council, nor did they indicate that funding would be available.

Mr. Rayson would, however, check on the current ownership of the area covered by the car park.

While Mr. Rayson acknowledged the County Council's responsibility to maintain the bank between the path and the road, he argued that maintaining the bank on the opposite side was the responsibility of the owners of the property adjoining it, though this was an argument which was disputed by Cllr. Cherry, owner of one of those properties, who said that he had been given legal advice which contradicted this view.

It was agreed that, this being so, the Parish Council should consider engaging a tree surgeon to reduce the canopy of some of the trees, leaving the roots, which were stabilising the banks.

Cllr. Clarke added that the Parish Council should also lay a secure surface along the pathway at its approach to the car park where the gradient becomes much steeper and the present surface consists of loose stones.

(ii) Footpath from High Street to A51

The meeting was reminded that there was no footway between High Street and the A51, a stretch of the road which was particularly dangerous for pedestrians, particularly at night time.

An earlier proposal to lay out a footpath along the hedgerow in the adjacent field had not been progressed, but might still be pursued as a longer-term proposition.

(iii) Long-term and Short-term Projects

Cllr. Morgan suggested that, in identifying projects, Councillors should distinguish between projects achievable in the short term and those which would require more careful planning and implementation, and would be dependent on the acquisition of outside funding.

Some of the most desirable projects, such as the elimination of pot-holes and the reduction in traffic speeds, needed the support of other agencies and without that support would be unachievable.

It was hoped that the Neighbourhood Plan would identify those issues of major concern to parishioners, which would then be difficult to be overlooked by the other authorities involved.

In the meantime, the Council should maintain a rolling programme of projects.

(iii) Bus Shelter in Longdon Green

Cllr. Clarke once again raised the possibility of reducing what he thought was the stark appearance of the bus shelter at Longdon Green by planting a climbing shrub which would mitigate the sharp outline and dark colour of the shelter.

However, other Councillors' opinion of the visual impact of the shelter differed from Cllr. Clarke's, Cllr. Juxon pointing to its rustic appearance and Cllr. Welch suggesting that, in time, climbing shrubs could damage the structure which hosted it, and Cllr. Clarke did not pursue the subject.

(iv) Drainage in Borough Lane

Cllr. Juxon reported that the underground drain running across Borough Lane above his property had been cleared, but the ditch was full of detritus.

Clearing this was the responsibility of the owners of the adjoining fields, and the Clerk said that he would write to them once he knew who they were, and copy his letters to Richard Rayson.

12. DATE OF NEXT MEETING

Tuesday, August 6th, 2013, in the W. I. Hall, Ford Lane, Longdon, commencing at 7. 00 p.m.

Appendix B

FINANCIAL STATEMENT (1ST APRIL 2012 – 31ST MARCH 2013)

	(2012/13)	(2011/12)
Opening Account:	£ 3104. 41	£ 6979. 79
<u>Receipts</u>		
Precept:	£13650. 00	£13650. 00
Halifax interest	£ 4. 29	£ 00. 00
Staffs. C. C.	£ 500. 00	£ 1000. 00
Mowing Agreement:	£ 1414. 30	£ 00. 00
VAT Refund:	£ 436. 52	£ 837. 82
Jubilee Fund:	£ 200. 00	£ 00. 00
Advts: "Longdon Life":	£ 371. 50	£ 134. 50
Wayleaves:	£ 38. 91	£ 36. 27
Donation:	<u>£ 00. 00</u>	<u>£ 5. 00</u>
Total Receipts:	£16615. 52	£15663. 59
Total Income:	£19719. 93	£22643. 38

Payments

Greens & Open Spaces

Work on Gent. Gn:	£ 00. 00	£ 2768. 00
Mowing:	£2960. 00	£ 2880. 00
Mowing centre of Longdon Green;	£ 170. 00	£ 170. 00
Emptying dog waste bins:	£ 823. 68	£ 823. 68
Sub: "Open Spaces:	£ 40. 00	£ 40. 00
Treework:	£ 120. 00	£ 320. 00
Land Registry Fee:	£ 40. 00	£ 00. 00
Valuation Fee:	£ 60. 00	£ 00. 00
<u>OS Map:</u>	<u>£ 25. 00</u>	<u>£ 00. 00</u>
TOTAL:	£4238. 68	£ 7001.68

General Administration

Insurance:	£ 880. 11	£ 865. 44
SPCA:	£ 384. 91	£ 383. 00
"LCR"	£ 15. 50	£ 15. 50
Clerk's Salary:	£1120. 00	£ 1050. 00
Employer Tax:	£ 280. 00	£ 350. 00
Photocopying:	£ 509. 51	£ 492. 19
Postage:	£ 146. 12	£ 137. 93
Hire of rooms:	£ 337. 00	£ 350. 00
Audit Fee:	£ 192. 00	£ 162. 00
Printing "Longdon Life":	£1469. 75	£ 2034. 00
Delivering "Longdon Life"	£ 135. 00	£ 180. 00

Editor's Expenses	£ 45. 00	£ 60. 00
Professional fees: (internal audit)	£106. 50	£ 101. 40
Website:	£ 600. 00	£ 330. 00
Notice-boards:	£ 180. 00	£ 165. 00
JRA Presentation:	£ 00. 00	£ 68. 00
Comm. Council:	£ 22. 00	£ 22. 00
Delivering BKV leaflets:	£ 45. 00	£ 00. 00
Andy Brown Presentation:	£ 30. 99	£ 00. 00
Ticket:	£ 38. 00	£ 00. 00
Election expenses	£ 00. 00	£ 312. 62
Tax on interest	£ 00. 00	£ 1. 66
TOTAL:	£6537. 39	£7080. 74

Community Halls

Longdon	£1500. 00	£ 00. 00
Cannock Wood	<u>£ 00. 00</u>	<u>£ 500. 00</u>
TOTAL:	£1500. 00	£ 5 00. 00

Highways and Footpaths

Footpath leaflets	£ 987. 00	£ 00. 00
Contribution to cost of roadworks	£ 00. 00	£1000. 00
Treating church car park with herbicide	£ 00. 00	£ 65. 00
Treating Ford Lane with herbicide:	£ 24. 00	£ 00. 00
Refurbishing street furniture	£ 00. 00	£ 422. 00
New bench	<u>£ 230. 00</u>	<u>£ 00. 00</u>
TOTAL	£ 1241. 00	£ 1487.00

Section 137

Donations

Gentleshaw School	£ 00. 00	£ 500. 00
St. Giles Hospice	£ 200. 00	£ 200. 00
Longdon W. I.	£ 200. 00	£ 00. 00
LDC Playscheme	£ 00. 00	£ 130. 00
Preschool:	£ 50. 00	£ 50. 00
Jubilee Fund	£ 550. 00	£ 219. 29
Beaudesert Trust	£ 00. 00	£ 150. 00
Produce & Flower Show:	£ 210. 00	£ 210. 00
Beaudesert Sports Field Trust	£ 500. 00	£ 100. 00
Wreath	£ 00. 00	£ 19. 00
"Messy Church" (Gentleshaw)	£ 00. 00	£ 60. 00

S. Staffs. Cruse	£ 50. 00	£ 50. 00
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Subscriptions

Staffs Wildlife

Trust:	£ 39. 00	£ 39. 00
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Staffs. Playing-

Fields Assoc'n:	£ 15. 00	£ 15. 00
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CPRE	£ 00. 00	£ 20. 00
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BKV Comp.

St. James School	£ 50. 00	£ 00. 00
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Gift tokens	£ 40. 00	£ 60. 00
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Flower Tubs,

Compost &

Bedding Plants:	£153. 38	£ 216. 00
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Entry fees

and publicity:	£ 70. 30	£ 70. 75
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TOTAL:	£2127. 68	£2109.04
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Churchyards

Longdon:	£1348. 90	£1032. 80
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Gentleshaw	<u>£ 237. 48</u>	<u>£ 342. 00</u>
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TOTAL:	£1586. 38	£ 1374. 80
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SUMMARY OF PAYMENTS

Greens & Open Spaces:	£ 4328. 68	<i>£5000. 00</i>	£ 7009. 68
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General Administration:	£ 6537. 39	<i>£5500. 00</i>	£ 7080. 74
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Community Halls:	£ 1500. 00	<i>£2000. 00</i>	£ 00. 00
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Highways & Footpaths:	£ 1241. 00	<i>£3500. 00</i>	£ 1487. 00
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Section 137:	£ 2127. 68	<i>£2500. 00</i>	£ 2109. 04
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Churchyards:	<u>£ 1586. 38</u>	<u>£ 800. 00</u>	<u>£ 1374. 80</u>
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TOTAL:	£17321. 13	<i>£19300.00</i>	£19561.26
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(Italicised figures represent budgeted expenditure – excess expenditure to be met from reserves)

RECONCILIATION STATEMENT

Balance – NatWest c/a: £ £2693. 10

less uncleared cheques

1776: £ 15. 00

1775: £ 45. 00

1771: £ 38. 00

1767: £ 12. 00

1766: £ 70. 30

1763: £ 24. 00

£ 2488. 80

Opening Balance: £ 3104. 41

+Total Receipts: £16615. 52

-Total Payments: £ 17231. 13

£ 2488. 80