

**LONGDON PARISH COUNCIL**

MINUTES OF THE **COUNCIL MEETING** held in Longdon W I Hall, Ford Lane, Longdon on Tuesday 10<sup>th</sup> December 2013 at 7.30pm

Present: Councillors: Cllr. R. A. G. Clarke (Chairman); Cllr. B. J. Butler; Cllr. C. D. Cherry; Cllr. A. J. Juxon; Cllr. Mrs. H. A. Meere; Cllr. K. R. Morgan; Cllr. M. J. Nash; Cllr. K. C. Taylor; Cllr. C. J. Webb

Clerk: Mrs C Dillow

No.	Item	Action
1.	<p><b>To receive apologies:</b> Apologies were received from: Cllr S.K. Welch and Cllr P Couchman</p>	
2.	<p><b>To consider approving and signing minutes of the Full Parish Council meeting on 12<sup>th</sup> November 2013</b> The minutes were approved and signed as a true and accurate record.</p>	
3.	<p><b>Declaration of Personal &amp; Prejudicial interest in any item on the agenda</b> <i>(Note member should notify Monitoring officer within 28 days if not already)</i></p> <p>None declared.</p>	
4.	<p><b>To receive any requests for dispensation</b></p> <p>None received.</p>	
5.	<p><b>Public Participation:</b> Members of the public are invited to address the Council on any issue over which it has a power.</p> <p>None present.</p>	
6.	<p><b>Matters arising from the minutes of 12<sup>th</sup> November 2013 –</b></p> <ul style="list-style-type: none"> <li>• <b>Telephone reception</b> Councillor Cherry reported there has been no further progress.</li> <li>• <b>Responses from Staffordshire County Council (Richard Rayson)</b> The clerk reported there has been no further correspondence from Richard Rayson.</li> <li>• <b>Brook End Trees</b> Nothing further to report.</li> <li>• <b>Owl Smartwater</b> Councillor Clarke reported he has put a message in Longdon Life asking for residents to become registered and the wording was cleared with Robert Nunn, an advert is also going to be placed in the Mercury. Councillor Clarke suggested putting a link to the website to inform residents.</li> <li>• <b>Removal of dead trees</b> The clerk reported Mr McCulloch has been instructed to remove the dead trees as per his report.</li> </ul>	
7.	<p><b>Planning - To consider any planning applications received, including:-</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Single storey side extension to form bedroom with en suite</a> Brook House Cottage Church Hill Longdon Green Rugeley Staffordshire WS15 4PY Ref. No: 13/01188/FUL</li> </ul> <p><b>Resolved</b> to raise no objection to the application</p> <ul style="list-style-type: none"> <li>• <a href="#">Single storey rear and first floor side extension to form lounge and bedroom with new dormer to rear and porch to front elevation</a> 70 Upper Way Upper Longdon Rugeley Staffordshire WS15 1QA Ref. No: 13/01245/FUL</li> </ul> <p><b>Resolved</b> to raise no objection to the application</p> <ul style="list-style-type: none"> <li>• <a href="#">Single storey rear extension to form conservatory</a> Cross Ash Cottage Thorleys Hill Gentleshaw Rugeley Staffordshire WS15 4LP Ref. No: 13/01230/FUL</li> </ul>	

	<p><b>Resolved</b> to raise no objection to the application</p> <ul style="list-style-type: none"> <li>• <a href="#">Refurbishment and various internal alterations and erection of single storey side and rear extensions to form dining area, kitchen, glazed link, covered courtyard with demolition of rear out buildings, extension to car park area and erection of detached single storey staff block and all associated works</a> Red Lion Inn Hay Lane Longdon Green Rugeley Staffordshire WS15 4QQ Ref. No: 13/01217/FUL</li> </ul> <p><b>Resolved</b> to raise no objection to the application</p>	
8.	<p><b>Reports of meetings –</b></p> <ul style="list-style-type: none"> <li>• Neighbourhood Plan 19.11.13</li> <li>• Neighbourhood Plan training 02.12.13</li> <li>• Neighbourhood Plan 09.12.13</li> </ul> <p>Councillor Clarke gave a report on the recent neighbourhood planning meetings &amp; training, the support of Lichfield District Council and the Parishioners is pleasing, further meetings are being considered along with producing a 3<sup>rd</sup> flyer to be agreed. The training attended reaffirmed that what we are doing is correct.</p> <ul style="list-style-type: none"> <li>• Council meeting Schedule 2014</li> </ul> <p>Clerk to book venues for 2014 meetings and provide Councillors with a copy the meeting schedule once it has been confirmed.</p> <ul style="list-style-type: none"> <li>• H &amp; OS next meeting</li> </ul> <p>The date of the next meeting is 4<sup>th</sup> February 2014 to be held in the W I Hall at 7.00pm</p>	
9.	<p><b>To receive update - Longdon Life Newsletter</b></p> <p>The Chairman congratulated Councillor Juxon for a sterling issue, distribution may need to be looked at in the future.</p>	
10.	<p><b>General Administration –</b></p> <ul style="list-style-type: none"> <li>• To receive report of the Finance &amp; General Purposes meeting 03.12.13</li> </ul> <p>The Chairman reported that spending is currently in line with the 2013/14 budget and the budget for 2014/15 is being prepared with a further meeting of the Finance &amp; General Purposes committee to be arranged for the next few weeks where Council policies will &amp; standing orders will be reviewed for consideration and adoption by full Council. The national discussion of the precept is still unclear and further information is required from Lichfield District Council. Councillor Morgan reported on the risk management sub-group, a revised policy is being developed and is on going. <b>Resolved</b> clerk to circulate draft risk management policy &amp; practice for consideration at the next council meeting.</p>	<b>Clerk 10/1/14</b>
11.	<p><b>Correspondence and circulars received for information only (Appendix A)</b></p> <p>- To review other items as listed for information and consider for next agenda</p> <p>This was noted, <b>Resolved</b> to designate Councillor Taylor to be responsible to use the new multipurpose projection equipment at Cannock Wood and Gentleshaw Village Hall. Clerk to look into the issue with broadband in rural areas.</p>	<b>KT Clerk</b>
12.	<p><b>Clerks Update – (Appendix B)</b></p> <p>This was noted.</p>	
13.	<p><b>Communications –</b></p> <ul style="list-style-type: none"> <li>• Website</li> </ul> <p>Councillor Morgan reported the website is not up to date, Councillor Clarke has given some corrections to Councillor Cherry and a clean up will go ahead. The Clerk offered her services to update the website if required and quotations to be obtained for a hoster / server for consideration at renewal.</p> <ul style="list-style-type: none"> <li>• Press relations</li> </ul> <p>Councillor Clarke suggested that the Council should be engaging more via press releases and asked for nominations for a press officer. As there were no nominations Councillor Clarke agreed to kick off the process and photos should be considered.</p>	

14.	<p><b>Councillor Reports</b> (for information only / further actions and decisions must be included on next agenda)</p> <p>Councillor Taylor reported on St James School, things are going well and discussions are progressing with the new headmaster. He also attended the Cannock Chase AONB meeting on 25<sup>th</sup> November on behalf of Councillor Welch, he raised the issue of fly tipping, there was also an issue raised with dogs being let loose. The next meeting will be held in May 2014 at the White House Motel. Councillor Taylor tabled a leaflet regarding horses on the chase and keeping well managed horse pasture which is good for the environment.</p> <p>Councillor Webb reported had joined the Longdon Village Christmas Concert Group and the concert had already sold out.</p> <p>Councillor Cherry reported that he made contact with Biomet regarding the parking issue with the lorries, Staffordshire County Council is supposed to be dealing with the issue.</p>	
15.	<p><b>Accounts</b></p> <ul style="list-style-type: none"> <li>To approve the accounts for payment – <b>(Appendix C)</b></li> </ul> <p>The accounts were noted as a true and accurate record and approved for payment.</p>	
16.	<p><b>Grant Applications –</b></p> <ul style="list-style-type: none"> <li>To receive &amp; consider any requests for funding</li> </ul> <p>Two applications for funding were received from Longdon Pre School and Longdon Village Christmas Concert. <b>Resolved</b> the Clerk was requested to check the legal position to fund the Pre School as they operate as a business and to obtain further information of the costing regarding the Christmas concert.</p>	Clerk Dec 13
17.	<p><b>Outcomes</b></p> <p><b>Resolved</b> to add the item to the next agenda for outcomes to be received</p>	NA
18.	<p><b>A.O.B</b></p> <p>Councillor Butler reported on a meeting he attended with County Councillor Martyn Tittley and the Speedwatch team on 23<sup>rd</sup> November to discuss problems residents are having regarding the volume of traffic and speeding in Upper Way, Longdon. A couple of options were suggested and it may be possible for County Councillor Martyn Tittley to assist. Councillor Butler tabled a draft letter to Councillor Martyn Tittley for approval. <b>Resolved</b> to approve the letter asking for assistance, Clerk to send on Longdon Parish Council letter heading.</p> <p>Councillor Clarke informed the Council of an email received regarding Ice Busters and feels we should take note of the scheme and offer our services if needs be.</p>	Clerk Dec 13
19.	<p><b>Date and Venue of next meeting</b></p> <p>Full Council meeting 14<sup>th</sup> January 2014 W I Hall H &amp; OS meeting 4<sup>th</sup> February W I Hall</p>	

The Chairman declared the meeting closed at 22.00pm