

LONGDON PARISH COUNCIL

MINUTES OF THE **COUNCIL MEETING** held in Longdon W I Hall, Ford Lane, Longdon on Tuesday 14th January 2014 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, Cllr. S. K. Welch, Cllr. P. Couchman

Clerk: Mrs C Dillow
2 Members of the public present

No.	Item	Action
1.	To receive apologies: Apologies were received from: None	
2.	To consider approving and signing minutes of the Full Parish Council meeting on 10th December 2013 The minutes were approved and signed as a true and accurate record.	
3.	Declaration of Personal & Prejudicial interest in any item on the agenda <i>(Note member should notify Monitoring officer within 28 days if not already)</i> Councillor Cherry declared an interest in item 9 of the agenda Church Hollow.	
4.	To receive any requests for dispensation None received.	
5.	Public Participation: Members of the public are invited to address the Council on any issue over which it has a power. None.	
6.	Matters arising from the minutes of 12th November 2013 – <ul style="list-style-type: none"> Removal of dead trees The clerk reported Mr McCulloch has now removed the dead trees. 	
7.	Planning - To consider any planning applications received, including:- <ul style="list-style-type: none"> Conversion of coach house to a 1 bedroom dwelling (ancillary use to existing dwelling) 57 Brook End Longdon Rugeley Staffordshire WS15 4PP Ref. No: 13/01250/COU Resolved to raise no objection Conservatory to rear Hollows Lodge Commonside Gentleshaw Rugeley Staffordshire WS15 4NG Ref. No: 13/01355/FUL Resolved to raise no objection Retention of storage container The Redmore Inn Hayfield Hills Gentleshaw Rugeley Staffordshire WS15 4RU Ref. No: 13/01329/FUL Resolved to raise no objection 	
8.	Reports of meetings – <ul style="list-style-type: none"> To receive update of neighbourhood plan preparation Cllr R Clarke reported the last meeting had been good and it is planned to produce a parish wide questionnaire, to keep the momentum going Flyer No 3 has been produced. Applications or funding have been partially successful. To receive Council meeting schedule 2014 This was previously circulated via email by the Clerk, the details and venue of the annual assembly need to be confirmed. 	
9.	Highways – <ul style="list-style-type: none"> Lorries parked in Brereton Hill Car Park It was noted this is being dealt with and the County Councillor is going to be informed of the issues. Roadside Litter It was noted the Clerk has contacted the District Council and reported the problem. 	

	<ul style="list-style-type: none"> • Fallen Tree – Church Hollow <p>It was noted the County Council have now removed the tree but it has caused some damage to a residents hedge.</p>	
10.	<p>General Administration –</p> <ul style="list-style-type: none"> • Completion of online banking forms <p>The Clerk reported that further forms need to be completed in order to set up online banking and she will arrange for this to be done in the near future.</p> <ul style="list-style-type: none"> • To consider & adopt risk management policy & practice (circulated by email) <p>This was considered and it was proposed and seconded to adopt the policy in its current form, a counter proposal was made to adopt the policy in its current form for now but the policy be reviewed in the near future. Resolved to accept the counter proposal.</p> <ul style="list-style-type: none"> • To receive update / costings for website hosting / server <p>Resolved to accept the quotation received from Mr E Roy for 2014/15 website hosting</p> <p>It was Resolved to move item 13 forward on the agenda as the item to be discussed concerns the parish council's website. It was Resolved that Mr Roy along with the Clerk & Cllr Cherry will monitor and update the website.</p>	Clerk
11.	<p>Correspondence and circulars received for information only (Appendix A)</p> <ul style="list-style-type: none"> • To review other items as listed for information and consider for next agenda <p>It was noted Cllr Clarke will attend the Parish Forum meeting on 16th January</p> <ul style="list-style-type: none"> • Best Kept Village Competition entry forms 2014 <p>Resolved to enter the Best Kept Village competition for 2014 for Longdon and Upper Longdon.</p> <ul style="list-style-type: none"> • Community Council of Staffordshire Diary of events 2014 <p>This was noted, any events to be given to the Clerk to complete the form.</p>	
12.	<p>Clerks Update – (Appendix B)</p> <p>This was noted, no further action required.</p>	
13.	<p>Communications –</p> <ul style="list-style-type: none"> • Website communications and monitoring <p>This was discussed under item 11 of the agenda.</p>	
14.	<p>Councillor Reports (for information only / further actions and decisions must be included on next agenda)</p> <p>Councillor Webb reported the Christmas concert was well attended and he has joined the Longdon Village Christmas concert group to help prepare for next years concert.</p>	
15.	<p>Accounts</p> <ul style="list-style-type: none"> • To approve the accounts for payment – (Appendix C) <p>The accounts were noted as a true and accurate record and approved for payment.</p>	
16.	<p>Grant Applications – To receive & consider any requests for funding</p> <ul style="list-style-type: none"> • Longdon Pre School <p>Resolved to grant £250.00, pledged on the basis of effectiveness, the remainder of the grant to be placed on hold subject to the School providing a a satisfactory report.</p> <ul style="list-style-type: none"> • London Village Christmas Concert <p>Resolved to grant £100.00 towards continuing next year.</p> <p>The Clerk informed the council she had received a grant request from St James Church and that the Church had already received a grant during 2013/14. Resolved that the grant be considered in the financial year 2014/15.</p>	
17.	<p>Outcomes</p> <p>This was discussed and the following outcomes were received –</p> <ul style="list-style-type: none"> • Communications between Councillors and Parishioners • Communications about what is discussed and Lichfield District Council and Staffordshire County Council meetings and should we be including any items on the parish council agenda? • Are the parish council meetings styled to ensure we are working to the correct tier of Government? 	

	<ul style="list-style-type: none"> • Church Hollow project • Footpath High Street to A51 project • Flood plain risk assessment (to be discussed at next H & OS meeting) 	
18.	<p>AOB</p> <p>Cllr Juxon reported that the consultation period for HS2 ends on 24th January, part of the Parish could be affected and it would be a good idea for everyone to reply as individuals.</p> <p>Councillor Welch reported the street light at the bottom of Grange Hill is out.</p> <p>Councillor Morgan asked if the Clerk can do a summary sheet of all the letters sent to Richard Rayson.</p> <p>Councillor Taylor reported the storm drain on Shavers Lane needs unblocking</p> <p>Councillor Couchman reported the Bus Service operators are considering changing the bus times and they have taken on another school contract.</p>	
19.	<p>Date and Venue of next meeting</p> <ol style="list-style-type: none"> 1. 11th February 2014 at 7.30pm W I Hall 2. H & OS meeting 4th February 2014 at 7.00pm W I Hall 	

The Chairman declared the meeting closed at 21.30pm