

LONGDON PARISH COUNCIL

MINUTES OF THE **COUNCIL MEETING** held in W I Hall, Ford Lane, Longdon, on Tuesday 14th October 2014.

Present: Councillors: Cllr. R. A. G. Clarke (Chairman); Cllr P Couchman; Cllr. B. J. Butler; Cllr H A Meere Cllr. M. J. Nash; Cllr. K. C. Taylor; Cllr K R Morgan; Cllr C. J. Webb; Cllr S.K. Welch.

Clerk: Mrs C Dillow
1 member of the public.

No.	Item	Action
1.	<p>To receive apologies: Apologies were received from: Cllr. C.D. Cherry & Cllr A.J. Juxon</p>	
2.	<p>To consider approving and signing minutes of the Full Parish Council meeting on 9th September 2014 The minutes were approved and signed as a true and accurate record.</p>	
3.	<p>Declaration of Personal & Prejudicial interest in any item on the agenda (Note member should notify Monitoring officer within 28 days if not already) None received.</p>	
4.	<p>To receive any requests for dispensation None received.</p>	
5.	<p>Public Participation: Members of the public are invited to address the Council on any issue over which it has a power.</p> <p>1 member of the public in attendance addressed the council as the owner of Beaudesert Park Farm in relation to the current planning application no 14/00826/FUL. Mrs Cope informed the council that it is a fully operating farm, they are looking to live on site and make their own electricity and water supply. The farm is a mixed cereal and cattle farm which includes raising rare breed cattle to produce homemade pies and ready meals They provide free educational visits for schools and youth organisations supported by The Countryside Educational Visit Accreditation Scheme and they currently have a contract with Staffordshire County Council enabling them to take out disabled children. It was noted Cllr Morgan and Cllr Butler had recently attended a site visit.</p>	
6.	<p>Matters arising from the minutes of 9th September 2014</p> <p>Cllr Webb commented on item 9 of the minutes, he has updated the residents of Longdon Green concerning the work required.</p> <p>Cllr Nash commented on item 9 of the minutes and he confirmed the potholes in Malthouse Lane, Thorleys Hill and Dollymankers Hill had been rectified.</p> <p>Cllr Taylor commented on item 14 of the minutes, he has visited the Beaudesert Toddle & Tumble group as requested and can confirm they are a charitable trust, therefore meaning they cannot make any charges only ask for contributions.</p>	
7.	<p>To receive summary of outstanding actions – Appendix A The clerk tabled a list of outstanding actions for Cllr’s information. It was noted and approved, clerk to remove completed actions and update the register. It was RESOLVED to write to Natwest Lichfield branch expressing the councils disapproval at the service received and time taken bring the signatory details up to date.</p>	Clerk
8.	<p>Planning - To consider any planning applications received, including:-</p> <ul style="list-style-type: none"> ➤ 14/00826/FUL. DW Cope, Beaudesert Park Farm, Horsey Lane. This is new build within existing farm curtilage. <p>It was RESOLVED to raise no objection to the application.</p>	

	<ul style="list-style-type: none"> ➤ Appointment of Vice-Chairman to planning committee. <p>It was RESOLVED to appoint Cllr Nash as Vice-Chairman of the planning Committee and receive the planning applications in the absence of Cllr Cherry.</p>	
9.	<p>Finance & General Purposes –</p> <ul style="list-style-type: none"> ➤ Committee Appointment <p>It was RESOLVED to appoint Cllr Meere to join the sub-committee in the absence of Cllr Cherry.</p> <ul style="list-style-type: none"> ➤ Change of meeting date <p>It was RESOLVED to hold the F&GP meeting 21st October at 7.00pm in the W I Hall, Ford Lane, Longdon.</p>	
10.	<p>Reports of Meetings –</p> <ul style="list-style-type: none"> ➤ Longdon neighbourhood plan update <p>Cllr Morgan reported Mrs Gina Duckett had been appointed as the new Chairman of the working group. Mrs Duckett will provide the Parish Council with an updated financial report, work is now beginning to produce a draft plan to be distributed in the new year, the date of the next meeting is to be confirmed. Cllr Clarke commented that further clarification is required on the procedure for the evidence base and recommends that the group should not accept any commitments without approval from the Parish Council.</p> <ul style="list-style-type: none"> ➤ Meetings of other organisations attended / to be attended by Councillors <p>Cllr Webb gave a report on the (renamed) Longdon Village Community Group, they will be running a Christmas sing-a-long as well as a number of other events. The group have managed to raise a few hundred pounds but don't have a bank account, is it possible to hold the money in the Parish Council Account? The Clerk confirmed she would have to look into the matter further and will report back to the next meeting.</p> <p>Cllr Taylor gave a report on the Beaudesert and Gentleshaw meeting, they need some taps fixing, there a problems with the park gate and they require £1600.00 toward the cost of a new heating system. It was established planning permission would be required to have allotments so they may not go ahead.</p> <p>Cllr Clarke announced a new Headteacher for Gentleshaw Primary school, Mrs Christine Willoughby, who lives in Lichfield, will be taking up appointment in January.</p> <p>Cllr Clarke reported he had attended the AGM of the Staffordshire Playing Fields Association, everything is running smoothly and their finances are secure.</p> <p>Cllr Clarke report he and Cllr Juxon had attended an infrastructure event on 25th September, there was a presentation from both Staffordshire County Council and Amey. Cllr Clarke will compare notes with Cllr Juxon on his return from holiday to provide a report for the Council.</p>	Clerk
11.	<p>Grant requests – To receive any grant requests through the Clerk</p> <ul style="list-style-type: none"> ➤ Beaudesert Toddle & Tumble <p>Further to the report received from Cllr Taylor under item 6 (matters arising) of</p>	

	the agenda, it was RESOLVED to offer support with a grant of £100.00.	
12.	<p>Councillor Reports (for information only / further actions and decisions must be included on next agenda)</p> <p>Nothing to report.</p>	
13.	<p>Correspondence and circulars received for information (Appendix B) –</p> <p>This was noted as circulated. The Clerk reported that the bursary scheme for the CiLCA qualification is no longer open and the fee had risen to £250.00. She had spoken with her other employer (Wall Parish Council) and they have confirmed they are happy to contribute half of the fee if Longdon Parish Council are happy to contribute the other half. It was RESOLVED in line with the Clerk's contract and training to contribute half of the fee to enable the Clerk to obtain the CiLCA qualification.</p>	
14.	<p>Accounts</p> <ul style="list-style-type: none"> ➤ To approve the accounts for payment – (Appendix C) <p>RESOLVED that the accounts are approved for payment as at Appendix C with the exception of cheque numbers 926 & 927 being incorrect amounts. These payments were not re-issued at this meeting.</p> <ul style="list-style-type: none"> ➤ To receive external audit report <p>This was noted as concluded satisfactorily.</p>	
15.	<p>A.O.B</p> <p>Cllr Butler commented on Windmill Farm and asked if it would be possible to contact the enforcement officer to confirm if its use is in line with the application?</p> <p>Cllr Clarke advised members that the Clerk will co-operate with Eric Roy to keep the Council's website updated.</p> <p>It was noted that the official planting of the memorial tree for Mrs Piper will be on Saturday 25th October.</p> <p>Cllr Clarke commented that he had received an email from a parishioner regarding the superfast broadband roll out information printed in the last edition of Longdon News, he was concerned that there was no change in his internet and was in fact at times running slower. The clerk confirmed that the information supplied had come from Staffordshire Parish Council's Association and she would be happy to forward a copy of the original email onto the Parishioner.</p>	Clerk
16.	<p>Communications</p> <p>This was discussed and the items of interest agreed for issue 4 are as follows –</p> <ul style="list-style-type: none"> ➤ Beaudesert Park Farm (public participation) ➤ Neighbourhood Plan update ➤ Gentleshaw Primary School update ➤ M Piper Memorial Tree official planting ➤ External Audit 	
17.	<p>Date and Venue of Next Meeting</p> <ul style="list-style-type: none"> ➤ 11th November 2014, Cannockwood & Gentleshaw Village Hall ➤ 2nd December 2014, H&OS Meeting 	

The Chairman declared the meeting closed at 22.30pm

Appendix B – Clerks Correspondence as at 14th October 2014

- Cannock Chase AONB – Annual review 2013-14
- Mrs Piper Memorial tree – permission & official planting date
- CiLCA bursary update - Clerk
- To receive any other correspondence for information

Correspondence circulated via email –

- SPCA bulletin 11/09/14
- Rural opportunities bulletin 12/09/14
- Infrastructure event 25/09/14
- Rural vulnerability service – Sept 14
- Weekly email digest news 15/09/14
- Neighbourhood watch alert 18/09/14
- E Bulletin 29/14
- E Bulletin 30/14
- SPCA Bulletin 19/09/14
- E Bulletin 31/14
- Neighbourhood watch newsletter –October
- Cannock Chase AONB PC meeting 23rd October 7.00pm
- Staffordshire Wildlife Trust – Future events 05/10/14
- Email digest news 07/10/14
- Chairmans Civic Service 2015
- SPCA bulletin 09/10/14
- Rural housing spotlight 09/10/14
- Travellers on the move 09/10/14
- Cannock Chase AONB – visitor management conference
- Forward Plan 06/10/14
- Weekly email digest news 13/10/14
- Staffordshire Wildlife Trust – E-news 14/10/14
- E Bulletin 32/14
- Neighbourhood Watch Alert phising email 14/10/14
- Neighbourhood Watch Alert – Barclaycard scam 14/10/14

Clerks Financial report (Appendix C)

Bank Reconciliation up to 14th October 2014

Cash Book

Opening Balance	£8303.00
Receipts	£21697.65
	£30000.65
Less Payments	£10793.46
TOTAL	£19207.19

Bank Account

Current Account	£19207.19
Less un-presented Chqs	£0.00
TOTAL	£19207.19