

**LONGDON PARISH COUNCIL**

MINUTES OF THE **COUNCIL MEETING** held in W I Hall, Ford Lane, Longdon, on Tuesday 13<sup>th</sup> January 2015

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

Clerk: Mrs C Dillow

3 members of the public including District Councillor Mr Neil Roberts

No.	Item	Action
1.	<p><b>To receive apologies:</b> Apologies were received from: Cllr. C.D. Cherry &amp; Cllr H. A. Meere; Cllr K. R. Morgan; Cllr C.J. Webb</p>	
2.	<p><b>To consider approving and signing minutes of the Full Parish Council meeting on 9<sup>th</sup> December 2014</b> The minutes were approved and signed as a true and accurate record subject to changing the sentence about the hedge in Church Hill as it was reported it had been cut.</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> None received.</p>	
4.	<p><b>To receive any requests for dispensation</b> 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>1 member of the public introduced herself as Dianne Howells of Longdon Womens Institute. To celebrate the centenary of the WI in Staffordshire each WI has been asked to take on a project in its local area during 2015 to 'give benefit to the local community'. Longdon WI is considering either clearing and replanting along the brook or helping to clear the blocked drain at the village hall? Cllr Juxon mentioned bulb planting was also required at Church Hollow. It was agreed that Longdon Parish Council is happy to support a project and will let Longdon WI decide what project it wishes to do.</p> <p>1 member of the public introduced himself as Richard Larkin Community Governor at St James Primary School in Longdon, Mr Larkin presented the Council with a plan for improvements for the outside area of the school. The PTA has already secured some funding toward the project and would be grateful for any support the Parish Council may be able to give? It was agreed Mr Larkin to send a completed application form and supporting documentation to the Clerk for the Council to consider.</p>	
6.	<p><b>Matters arising from the minutes of 9<sup>th</sup> December 2014</b> Nothing to report.</p>	
7.	<p><b>To receive summary of outstanding actions – Appendix A</b> 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.</p>	<b>Clerk</b>
8.	<p><b>Planning - To consider any planning applications received, including:-</b></p> <ul style="list-style-type: none"> <li>➤ 14/00802/FUL, Mr &amp; Mrs Badgery – 54 Upper Way, Upper Longdon, Creation of pitched roofs on existing flat roof dormers.</li> </ul> <p>Cllr Nash reported the application had been withdrawn and resubmitted as 14/1008/CLP – Certificate of Lawfulness (Proposed)</p>	

9.	<p><b>Reports of Meetings –</b></p> <ul style="list-style-type: none"> <li>➤ Longdon neighbourhood plan update –</li> </ul> <p>Cllr Clarke commented the amount in the accounts for £671.76 had been put in the wrong column.</p> <ul style="list-style-type: none"> <li>➤ Meetings of other organisations attended / to be attended by Councillors</li> </ul> <p>Cllr Taylor reported he had attended 2 x school governors meetings including a 3 hour training session for Governors on how to implement strategy.</p>	
10.	<p><b>Neighbourhood Plan Evidence Base</b></p> <ul style="list-style-type: none"> <li>➤ To discuss evidence base prepared by Lichfield District Council</li> </ul> <p>A discussion took place and it was noted the work for the supply of the evidence base was approved before it had been presented to the Council and an official order of works raised. Cllr Clarke has requested a variation for the use of funds and recommends this is used to pay for the supply of the evidence base. It was RESOLVED to accept the variation for the use of funds for the supply of the evidence base.</p>	
11.	<p><b>General Administration –</b></p> <ul style="list-style-type: none"> <li>• To receive recommendation from F&amp;GP committee for amendment to standing order (Appendix A - financial regulations (d) )</li> </ul> <p>It was noted this item had already been dealt with.</p> <ul style="list-style-type: none"> <li>• To receive website report</li> </ul> <p>The Clerk reported she had updated the website as far as she could with the areas she has access to and has asked Eric Roy to make updates also. Cllr Clarke suggested a meeting with Eric Roy maybe be useful to discuss the website in more detail.</p>	
12.	<p><b>Grant requests –</b></p> <ul style="list-style-type: none"> <li>• To receive any grant requests through the Clerk</li> <li>• St James Church, Longdon</li> </ul> <p>A grant request for St James Church, Longdon, toward Churchyard Maintenance was considered and it was RESOLVED to support the grant for £1500.00.</p>	
13.	<p><b>Councillor Reports</b> (for information only / further actions and decisions must be included on next agenda) Nothing further to report.</p>	
14.	<p><b>Clerks report -</b></p> <ul style="list-style-type: none"> <li>• To receive any correspondence and circulars (Appendix B)</li> <li>• Best Kept Village Entry 2015</li> <li>• To receive any other correspondence</li> </ul> <p>This was received and noted and it was RESOLVED to approve entry for both Longdon &amp; Upper Longdon in the Best kept Village Competition for 2015.</p>	
15.	<p><b>Accounts -</b></p> <ul style="list-style-type: none"> <li>• To approve the accounts for payment – (Appendix C)</li> </ul> <p>The accounts were received as a true record and approved for payment as at Appendix C.</p>	
16.	<p><b>A.O.B</b></p> <p>Cllr Juxon noted the hedge at Sunny Corner is still uncut and suggested this now put forward to Staffordshire County Council Highways.</p> <p>Cllr Taylor thanked the Clerk for her clear minutes over the last 12 months.</p>	

	<p>Cllr Couchman commented on the X25 bus service, there is a stop at Bradley Lakes listed on their website but the bus never stops as they are now saying it is too dangerous. It was noted there are 3 similar stops along the route and the stop at Bradley lakes is similar to those. It was suggested the issue should be raised again with County Councillor Martyn Tittley</p> <p>Cllr Clarke commented if the council should look at using Social Media? It was agreed to add it as an agenda item for discussion.</p> <p>Cllr Taylor commented that Longdon Club Institute has sold a section of land and asked if it is allowed?</p>	
17.	<p><b>Communications</b> It was agreed in the absence of Cllr Webb the Clerk to draft some wording for Longdon News.</p>	<b>Clerk</b>
18.	<p><b>Date and Venue of next meeting</b></p> <p>➤ 10<sup>th</sup> February 2015</p>	

The Chairman declared the meeting closed at 21.15pm

#### **Appendix B – Clerks Correspondence as at 13<sup>th</sup> January 2015**

- Best Kept Village Entries for 2015
- Any other Correspondence received for information

#### **Correspondence circulated via email –**

- Date of next parish forum LDC 19/03/2015
- Forward Plan 15/12/14
- LDC Calendar of meetings to 25/12/14
- OSS News
- SPCA Bulletin 12/12/14
- Neighbourhood Watch Scams
- Rural opportunities bulletin 07/01/2015
- LDC forward plan 05/01/2015
- SPCA Bulletin 29/12/2014
- SPCA Bulletin 02/01/2015
- Weekly Email News Digest 24/12/2014
- Weekly Email News Digest 12/01/2015
- LDC Calendar of meetings to 12/01/2015
- Neighbourhood Watch January Newsletter
- LDC Calendar of meetings to 25/01/2015
- Neighbourhood watch courier scam
- SPCA Bulletin 18/12/2014
- SPCA Bulletin 09/01/2015
- E Bulletin 18/12
- Weekly Email Digest News 05/01/2015

#### **Bank Reconciliation up to 13<sup>th</sup> January 2015**

##### Cash Book

Opening Balance	£8303.00
Receipts	£21735.15
	<hr/>
	£30038.15
Less Payments	£14997.46
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<b>TOTAL</b>	<b>£15040.69</b>
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Bank Account

Current Account	£15050.69
Less un-presented Chqs	£ 10.00
<b>TOTAL</b>	<b>£15040.69</b>