

**LONGDON PARISH COUNCIL**

MINUTES OF THE **COUNCIL MEETING** held in W I Hall, Ford Lane, Longdon, on Tuesday 10<sup>th</sup> February 2015

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

Clerk: Mrs C Dillow  
County Councillor Mr M Tittley  
District Councillor Mr N Roberts

No.	Item	Action
1.	<b>To receive apologies:</b> Apologies were received from: Cllr.S.K.Welch; Cllr P. Couchman	
2.	<b>To consider approving and signing minutes of the Full Parish Council meeting on 13<sup>th</sup> January 2015</b> The minutes were approved and signed as a true and accurate record.	
3.	<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.	
4.	<b>To receive any requests for dispensation</b> None received.	
5.	<b>Public Participation:</b> Members of the public are invited to address the Council on any issue over which it has a power.  Cllr Martyn Tittley informed the council that he had spoken with Highways regarding Borough Lane & Dolly Makers Hill and these areas should be resurfaced asap. The flooding issues in Upper Longdon is with the design scheme and is being looked into, planning may become a longer process with draining. Cllr Juxon reported Burrow Lane is unsuitable for HGV's and it was blocked last week, more signs are required to say the lanes are unsuitable. Cllr Tittley reported they are in the process of looking at keeping HGV's out of the rural network.  Cllr Tittley left the room at 7.45pm	
6.	<b>Matters arising from the minutes of 13<sup>th</sup> January 2015</b>  No matters arising.	
7.	<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.  Cllr Clarke reported on the inventory list, the Council currently has two lists and the contents need confirming. It was agreed Cllr Clarke to email the list for checking, Cllr's Mrs Meere and Cllr Nash to deal with the Gentleshaw area, Cllr's Taylor and Butler to deal with the Upper Longdon area, Cllr Webb to deal with the Longdon Green area and Cllr Clarke to deal with the Brook End area.	<b>Clerk</b>
8.	<b>Planning - To consider any planning applications received, including:-</b>  None received. Cllr Cherry confirmed he no longer wishes to receive the planning applications and is happy for Cllr Nash to continue to receive them.	

9.	<p><b>Reports of Meetings –</b></p> <ul style="list-style-type: none"> <li>• Longdon neighbourhood plan update</li> </ul> <p>Cllr Morgan gave a verbal report and it was noted the group have had a recent meeting to discuss how they can proceed with the work, there may be a need for a consultant to help in an editing role to ensure the plan is produced on time for consultation.</p> <ul style="list-style-type: none"> <li>• H&amp;OS meeting</li> </ul> <p>Cllr Webb commented that the jobs in Church Hill had been completed, Mr McCulloch had done a great job and he thanked the Clerk for arranging for the work to be carried out.</p> <p>Cllr Welch noted the idea for a dog waste bin should be dismissed as it is not a Parish Council requirement and some of the roads are not in our boundary. To be looked at again when there is more of a need.</p> <ul style="list-style-type: none"> <li>➤ Handyman Agreement –</li> </ul> <p>Cllr Clarke reported on the requirement for a Handyman, the Council have a suitable applicant with the skills but need to draw up a contract and ensure he has his own insurance. Cllr Welch agreed to draft a letter.</p> <ul style="list-style-type: none"> <li>➤ Footpath Hub –</li> </ul> <p>It was noted resident Irene Kemp is happy to carry on the work of Will Rose and act as footpath co-ordinator, she will report back to Cllr Welch.</p> <ul style="list-style-type: none"> <li>• F&amp;GP Meeting</li> </ul> <p>Cllr Clarke noted the report of this meeting will be absorbed by the following items on the agenda.</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 a meeting of Gentleshaw Village Hall Committee and it was noted they have secured £5000.00 match funding for a new boiler costing £16000.00 in total, but they are finding it difficult to raise the other funds, the W I have raised £1100.00 so far.</p> <p>Cllr Webb reported Longdon Community Group are looking to hold a summer bbq on 4<sup>th</sup> July and they are in discussions with the Red Lion public house.</p>	
10.	<p><b>To consider budget for FY15 –</b></p> <p>The budget for FY15 was tabled and considered with a recommendation from the F&amp;GP committee that it be approved with the inclusion of funding for the Neighbourhood Plan. It was RESOLVED to approve the budget for FY15.</p>	
11.	<p><b>To consider precept request for FY15</b></p> <p>This was discussed and in line with the approved budget it was RESOLVED to make no increase to the amount to the Band D property and request a precept amount of £19500.00 for FY15. Cllr Cherry abstained from the vote.</p>	
12.	<p><b>General Administration –</b></p> <ul style="list-style-type: none"> <li>➤ Litter Picker Inventory</li> </ul> <p>It was noted an inventory needs to be produced for the location of the litter pickers, Cllr Taylor has also purchased a further picker for resident Gladys Crowe to use, it was agreed to re-imburse Cllr Taylor for £14.00.</p>	

	<p>➤ To consider date for Annual Parish Meeting</p> <p>It was RESOLVED to hold the meeting on 28<sup>th</sup> April 2015, location to be determined at either St James's School or the Village Hall, Clerk to check availability. The Chairman commented that he had spoken with Tony Matthews from the National Memorial Aboritum about speaking at the meeting and will check if he is still available.</p> <p>Cllr Neil Roberts left the room at 8.40pm</p>	<b>Clerk</b>
13.	<p><b>Best Kept Village Competition update – Cllr R Clarke</b></p> <p>It was noted the features in the village need to be identified for entry, Clerk to send out Judges comments from last year and speak to Brian Sullivan about a brochure that is normally sent to the Judges.</p> <p>Cllr Webb to speak to the local public houses to see if they wish to sponsor the BKV Competition in some way and Clerk to write to the local schools for the poster competition.</p>	<b>Clerk</b>  <b>CW Clerk</b>
14.	<p><b>Social Media – Cllr R Clarke</b></p> <p>Cllr Clerk asked if it was a good idea to use social media to promote the parish Council?</p> <p>It was agreed the Clerk to liaise with Cllr Morgan to produce a report to maybe proceed further and the possibility of introducing a youth parish meeting?</p>	<b>KM Clerk</b>
15	<p><b>Electronic Communications – Cllr R Clarke</b></p> <p>This item was discussed as part of item 14.</p>	
16.	<p><b>Councillor Reports</b> (for information only / further actions and decisions must be included on next agenda)</p> <p>Nothing further to report.</p>	
17	<p><b>Clerks report -</b></p> <ul style="list-style-type: none"> <li>To receive any correspondence and circulars (Appendix B)</li> </ul> <p>This was received for information.</p> <p>The Clerk informed members she had received two grants requests, one from Cannockwood and Gentleshaw, WI but it had not been completed on an official form. It was RESOLVED to request the WI complete the request on an official grant form for consideration.</p> <p>Cllr Taylor declared an interest in this item as School Governor. The second grant request was from St James Primary School in reference to the presentation received from Community Governor Richard Larkin at the January Parish Council Meeting, for the redevelopment of the outside teaching and learning area. It was RESOLVED to support the grant for £1800.00</p> <p>It was RESOLVED to re-new the council website with Eric Roy Consulting for another year.</p>	
18.	<p><b>Accounts -</b></p> <ul style="list-style-type: none"> <li>To approve the accounts for payment – (Appendix C)</li> </ul> <p>It was agreed to add one further payment for £14.00 to Cllr Taylor for the reimbursement of the litter picker paid on cheque number 001954</p>	
19.	<p><b>A.O.B</b></p> <p>Cllr Morgan reported Rural Broadband had been discussed at cabinet level and</p>	

	Staffordshire County Council have agreed they are happy to come to a council meeting to give a presentation. It was agreed it would be a good idea to invite them to the Annual Parish Meeting instead. Clerk to check availability.  Cllr Cherry reported the amount of litter on the A51 is bad.  Cllr Juxon reported the Easter edition of Longdon Life is due to be produced end of March, Cllr Juxon to liaise with the Clerk to produce letters	<b>Clerk</b>
20.	<b>Communications -</b>  <ol style="list-style-type: none"> <li>1. <b>Contributions from Cllr M Tittley</b></li> <li>2. <b>Mrs Irene Kemp - Footpaths</b></li> <li>3. <b>Church Hill Work</b></li> <li>4. <b>Gladys Crowe – Litters Pickers</b></li> <li>5. <b>Annual parish Meeting &amp; Superfast broadband</b></li> <li>6. <b>Best Kept Village Competition</b></li> </ol>	
21.	<b>Date and Venue of next meeting</b>  Tuesday 10 <sup>th</sup> March 2015 – Full Council, Cannockwood and Gentleshaw Village Hall	

The Chairman declared the meeting closed at 21.30pm

#### **Appendix B – Clerks Correspondence as at 10<sup>th</sup> February 2015**

- Letter from Gentleshaw W I
- Application from St James Primary School
- Website Hosting for 2015 – Eric Roy
- Any other Correspondence received for information

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

- Candidates 7 Agents briefing – Elections
- Forward Plan Final version
- Weekly Email Digest 09.02.15
- Rural opportunities bulletin 06.02.15
- Stonall Neighbourhood Plan – Consultation
- NHW – Scrap metal
- SPCA Bulletin 06.12.15
- Calander of meetings to 22.02.15
- E-Bulletin 4/15, 3/15, 2/15 & 1/15
- SPCA Bulletin 29.01.15
- NHW – February Newsletter
- Weekly email digest 02.02.15
- Rural Housing Spotlight
- SPCA 15.01.15
- Press release Defra Funding
- Weekly email digest news 26.01.15
- NHW – Defrosting Cars
- Rural vulnerability service – Rural Broadband Jan 2015
- Calander of meetings to 08.02.15
- SPCA Bulletin 22.01.15
- Weekly email digest news 19.01.15

#### **Payments for Approval on 10<sup>th</sup> February 2015**

<b>Payment Ref</b>	<b>Payee</b>	<b>Description</b>	<b>£ Amount</b>
001950	Longdon W I	Room Hire for February 2015	24.00

001951	Staff	Employees salary for February 2015	420.28
001952	G McCulloch	Works carried out in Church Hill as agreed. Clearance of gutters & trees cut back.	250.00
001953	Community Council of Staffordshire	BKV Entry	Approx 75.00

### **Bank Reconciliation up to 10<sup>th</sup> February 2015**

#### Cash Book

Opening Balance	£8303.00
Receipts	£21735.15
	£30038.15
Less Payments	£18467.58
<b>TOTAL</b>	<b>£11570.57</b>

#### Bank Account

Current Account	£11570.57
Less un-presented Chqs	£ 0.00
<b>TOTAL</b>	<b>£11570.57</b>