

LONGDON PARISH COUNCIL

Minutes of the Annual Meeting of Longdon Parish Council held at 7.30pm on Tuesday 12 May 2015 in the W I Hall, Ford Lane, Longdon

Present: Councillors: B Butler; C D Cherry; D Dangerfield; K C Taylor; K R Morgan and C J Webb

In attendance: Mrs C Dillow (Clerk), County Councillor M Tittley, and 3 members of the public.

No.	Item	Action
1.	<p>Chairman and Vice Chairman</p> <p><i>Resolved: that Cllr K R Morgan be elected Chairman and Cllr R A G Clark Vice Chairman for the ensuing year.</i></p>	
2.	<p>Apologies for absence</p> <p>Apologies were received from Cllr. R A G Clarke</p>	
3.	<p>Declarations of Interest and Dispensations</p> <p>None.</p>	
4.	<p>Public Participation</p> <p>It was agreed to move item 10.1 of the agenda (Neighbourhood Plan update) to be discussed during public participation. Mrs Duckett gave a report on the proposal for the draft Neighbourhood Plan and the consultation process with the Parish Council, Lichfield District Council and parishioners. The Clerk tabled a quotation received from the Neighbourhood Plan working group for producing a draft plan. The quotation was considered and it was proposed by Cllr Cherry to accept the quotation, this was seconded by Cllr Webb.</p> <p><i>Resolved: to accept the quotation and the working group to look at funding options at its next meeting.</i></p>	
5.	<p>Council Minutes</p> <p><i>Resolved: That the Minutes of the Council meeting held on 21 April 2015 be confirmed and signed as an accurate record, subject to it being noted that Cllr Cherry chaired the meeting in the absence of Cllr Clarke.</i></p>	
6.	<p>Matters Arising</p> <p>None.</p>	
7.	<p>Summary of Outstanding Actions – Appendix A</p> <p>All matters were reviewed and are included in the Action list.</p> <p>Item 7: The Chair was unsure regarding progress regarding the Asset list, and the responses from Cllrs to Vice-Chair.</p> <p>Item 13: It was also confirmed that SCC Highways had conducted their site visit in regard to the X25. The PC awaits the outcome.</p>	<p>Cllr K R Morgan & Clerk</p>

No.	Item	Action
8.	<p>To receive summary of outstanding actions: Appendix A</p> <p>This was received and noted and the following items were discussed –</p> <p>Clerk to liaise with Mr Couchman regarding cork for notice board in High St.</p> <p>Clerk to send x 2 asset register lists to Cllr Morgan for comparison.</p> <p>Cllr Tittley confirmed the RTO for banning lorries parking in the layby on the A51 overnight was now published.</p> <p>Cllr Tittley confirmed the drain at North Lodge had been completed but would need to be monitored.</p> <p>Cllr Cherry to chase Longdon Green status.</p> <p>It was noted the road sign on Huntsman Hill had collapsed and needed replacing.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr</p> <p>Cherry</p>
9.	<p>Planning Applications</p> <p>None received.</p>	
10.	<p>Reports of Meetings</p> <p>a) Longdon Neighbourhood Plan update and quotation for draft Neighbourhood Plan. This was discussed under item 3 of the agenda.</p> <p>b) Cannock Chase AONB Annual Parish Meeting - Clerk to confirm date of Cannock Chase AONB Annual Parish meeting for Cllr Taylor.</p> <p>c) Meetings of other organisations attended/to be attended by councillors - nothing further to report.</p>	<p>Clerk</p>
11.	<p>Travellers on Longdon Green</p> <p>Cllr Webb reported the Travellers had departed Longdon Green on Friday 8 May.</p>	
12.	<p>Handyman update</p> <p>The Clerk reported she had received a letter from Mr Simms explaining that due to illness he could no longer offer his Handyman services. He had passed on a name and number of another gentleman in the parish who may be of assistance and the Clerk had made enquiries but unfortunately it was not something he could do either. It was agreed to defer the item to the next H&OS meeting for further discussion.</p>	<p>H&OS</p>
13.	<p>Cast Iron Road Sign - update</p> <p>The Clerk reported she had received an email from Mr Sullivan (retired Clerk) regarding one of the cast iron road signs which needed re-painting. It was agreed the item to be deferred to the next H&OS meeting for further discussion.</p>	<p>H&OS</p>

No.	Item	Action
14.	<p>Councillors' Reports</p> <p>County Cllr Tittley reported he would be carrying out a site visit next week to investigate if there was a suitable place for the X25 bus service to stop and pick up passengers along the A51 and a bus stop could be placed either side as it needed to be 2 safe places?</p>	
15.	<p>Clerk's Report</p> <p>Correspondence and circulars (Appendix B)</p> <p>CiLCA & any further training</p> <p>Any other correspondence</p> <p>This was received and noted, it was requested Training Courses be added to the next full council agenda.</p>	
16.	<p>Accounts for Payment (Appendix C)</p> <p>Payments were approved for payment subject to Lichfield District Council - invoice number M0007385854 for emptying of dog bins, where the Clerk was asked to obtain clarification of what was included.</p>	
17.	<p>Co-option</p> <p>Following the elections on 7 May it was noted there were 4 vacancies on the Council: 3 for Gentleshaw Ward and 1 for Longdon Ward.</p> <p><i>Resolved: That the vacancies be advertised on the Parish Council notice boards and website and applicants to be co-opted be considered at the next full parish Council meeting.</i></p>	
18.	<p>Any Other Business</p> <p>Cllr Taylor reported parts were going onto the Windmill on Mr Wright's farm on 20 May if anyone wished to take a look.</p> <p>Cllr Cherry reported that 2 flower tubs outside Brook End House had been adopted by Mrs Clever who was happy to maintain them on the Council's behalf. There was one at the end of Brook End and 4 at the corner of Church Way that still needed attention.</p> <p>It was noted Allen Juxon wished to retire as editor of 'Longdon Life'. Cllr Dangerfield to approach Mrs Overton at the Post Office to see if she could obtain alternative details for an editor.</p> <p>Cllr Webb reported that the Red Lion public House was happy to sponsor the Best Kept Village Competition for £100.</p>	
19.	<p>Communications</p> <p>Neighbourhood Plan update</p> <p>A51 Laybys</p> <p>Travellers on Longdon Green</p> <p>X25 Bus Service</p> <p>Co-option</p>	

No.	Item	Action
20.	Date of next meeting: Full Council 9 June 2015	

Appendix B – Clerk’s Correspondence as at 12 May 2015

- Staffordshire PCC funding for Community based organisations

Correspondence circulated via email –

- SPCA BULLETIN 27/03/15
- VILLAGE HALL & COMMUNITY CENTRE GRANT SCHEME
- WEEKLY EMAIL DIGEST NEWS 07/04/15
- FORWARD PLAN 27 APRIL
- WEEKLY EMAIL DIGEST NEWS 27/04/15
- CALENDAR OF MEETINGS
- SPCA BULLETIN 1 MAY
- SPCA BULLETIN 7 MAY
- SPCA E BULLETIN 8 MAY – AFTER THE ELECTIONS
- CLLR TRAINING COURSES 27 MAY & 17 JUNE
- CHAIRMANSHIP SKILLS COURSE 23 JUNE
- NEIGHBOURHOOD PLAN UPDATE

Clerk’s Financial Report – Appendix C

Payments for Approval on 12 May 2015

Ref	Payee	Description	£ Amount
001969	Mr W Martin	NHP Plan work (already paid)	200.00
001970	Longdon Guides	Funding (already paid)	50.00
001971	Longdon W I	Room Hire March & April (already paid)	24.00
001972	Lichfield District Council	Litter Bin Collection	345.00
001973	Mr G McCulloch	Grounds maintenance (one)	375.00
001975	W I Hall	Room Hire for May	12.00
001976	Lichfield District Council	Emptying of dog bins	936.00
001977	LCR	Clerk magazine renewal	17.00
001978	Mr B Butler	Plants and cork for boards	90.39

Signed (Chairman):..... **Date:**.....