

# Longdon Parish Council



**March 2016**

To: Members of Longdon Parish Council, Press and Public

Dear Councillor

You are hereby summoned to attend a meeting of **Longdon Parish Council** to be held on **Tuesday 8 March 2016** at **7.30pm** at the Cannock Wood and Gentleshaw Village Hall at which the following business will be transacted.

*Hilary Goodreid*

Hilary Goodreid  
Parish Clerk

## AGENDA

- 159 Apologies for absence:** To note apologies for absence, and to approve reasons for absence where appropriate.
- 160 Declarations of Interest**
- 161 Chairman to close meeting for public session** - this will be limited to 15 mins (3 minutes per speaker).
- 162 Council Minutes:** To confirm as a correct record the Minutes of the Meeting of Council held on 9<sup>th</sup> February 2016.
- 163 Matters Arising:** To consider any consider any matters arising.
- 164 Gentleshaw Common:** Jeff Simm, Land Management Team Co-ordinator for Staffordshire Wildlife Trust will be talking about the management of Gentleshaw Common which is on a 99 year lease to them from LDC. (10 Mins inc Q & A)
- 165 Longdon Community Group:** Mrs Joan Fox will be attending to talk about the work of Longdon Community Group in the village. (10 Mins inc Q & A)
- 166 Communications:** to consider ongoing items including: website updates; parish newsletter; items for Lichfield Mercury; Longdon Life progress and delivery; rota of invitations for local bodies/organisations.
- 167 Parish Assembly:** Review progress of arrangements
- 168 Statement of Community Involvement:** Consultation document received from Lichfield District Council. Consultation runs until 14th March 2016.
- 169 Draft Economic Development Strategy for Lichfield District Council:** The strategy had been received by the parish council. The deadline for comments was 4<sup>th</sup> March 2016 but an extension to the deadline has been agreed to allow councillors to comment in full council.
- 170 Resignation:** The resignation of Cllr Jane Cleaner had been received. Cllrs to note action to be taken. Clarity required of Councillors per Ward.
- 171 Neighbourhood Plan:** Update from Cllr Duckett following recent meeting of the Neighbourhood plan Working Group.
- 172 Planning Applications:**

15/00947/OUT	The Hartlands, 15 Brook End, Longdon	Detached dwelling with separate double garage.
--------------	--------------------------------------	--

**173 - Highways & Open Spaces (H&OS):**

1. To receive any recommendations
2. To provide opportunity for brief questions regarding H&OS minutes
3. Highways Traffic Calming in Upper Longdon: To discuss the scheme proposals submitted by Staffs County Council.

**174 Small Grant Awards:** two grants have been submitted which Councillors will need to consider: £95 to Longdon Over 60's Club for 100 sets of cutlery; £1,700 to St James Church as a contribution towards grass cutting and tree work.

**175 Dog Bins:** to discuss the costs associated with the dog bin at the corner of Mill Lane, Longdon.

**176 Finance and General Purposes Committee:** Recommendations from the F&GP Committee are:

1. **It was agreed to recommend to full council that signatories should be the chair of the council and all committee members of the F & GP committee and the Chair of H & OS Committee.**
2. **In was proposed to recommend to full council that the Chair of F&GP be recognised as the councillor to check the financial docs.**
3. **It was agreed that a recommendation be made to full council for Longdon Parish Council to register with Information Commissioners Office.**

**177 Transparency Code:** update regarding application for funds, and the purchase of laptop, printer and associated software.

**178 Correspondence:** All communications received have been related to general business.

**179 Longdon Club and Institute:** to consider the situation regarding this club.

**180 VAT Return:** To approve the VAT claim prior to submission.

**181 Budget:** To receive the monthly update report, consider budgets and receive the Bank Reconciliations for February 2016.

**182 Accounts for Payment:** To consider the below payments:

<b>Payee</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
Longdon WI – hire of WI Hall in January and February 2016 for council meetings	£84.00	£ -	£84.00
Staffordshire Parish Councils Association – training for Cllr Fullwood	£20.00	£ -	£20.00
Topliss Associates Ltd – internal audit support	£171.60	£34.32	£205.92
H Goodreid – salary & home allowance (March), mileage, stationery	£471.43	£6.25	£477.68

**183 Councillors reports:** To hear any items of importance which councillors may wish to raise (no decisions will be taken in this item).

**184 Date of next Council meetings:**

**Full Council:** Tuesday 12<sup>th</sup> April 2016 at 7.30pm in WI Hall, Longdon.

**Finance and General Purposes Cmte:** Monday 18<sup>th</sup> April 2016 at 7pm in WI Hall.

**Longdon Parish Annual Assembly:** Wednesday 27<sup>th</sup> April 2016 at 7.30pm in Longdon Village Hall