

# Longdon Parish Council

Longdon, Longdon Green, Upper Longdon, Gentleshaw

May 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 following the Longdon Parish Council Annual Meeting on **Tuesday 10 May 2016 at 7.00pm** at the WI Hall, Longdon at which the following business will be transacted.

*Hilary Goodreid*

Hilary Goodreid  
Parish Clerk

## AGENDA

- 208 Apologies for absence:** To note apologies for absence, and to approve reasons for absence where appropriate.
- 209 Declarations of Interest**
- 210 Chairman to close meeting for public session** - this will be limited to 15 mins (3 minutes per speaker).
- 211 Council Minutes:** To confirm as a correct record the Minutes of the Meeting of Council held on 12<sup>th</sup> April 2016.
- 212 Matters Arising:** To consider any consider any matters arising.
- 213 Minutes of Annual Parish Assembly held 27<sup>th</sup> April 2016:** To confirm as a correct record, the minutes of the Annual Parish Assembly 2016.
- 214 Matters Arising:** To consider any matters arising from the Annual Parish Assembly
- 215 Planning Applications:**

16/00379/FUL And 16/00380/LBC	Buttercup Barn, Horsey Lane, Upper Longdon, WS15 4LN	Conversion of dwelling to form 2no dwellings with associated works	Case Officer: James Lloyd  PC Consultation Ends 10/5/2016
16/00375/FUL	Sunningdale, Lower Way, Upper Longdon, Rugeley	First Floor rear extension to form bedroom with ensuite	Case Officer: Laura Young  PC Consultation Ends 16/5/2016
16/00411/FUL	Land at High Street, Longdon, Rugeley	Erection of agricultural building for housing livestock	Case Officer: Della Templeton  PC Consultation Ends 17/5/2016

- 216 Finance and General Purposes Committee:** to consider any items concerning the work of this committee which last sat on 18<sup>th</sup> April 2016.

- **That the Standing Orders, Financial Procedures and Risk Assessment for the Parish Council be reviewed and ratified at the first meeting of Finance and General Purposes Committee following the May Parish Council Meeting with a view to amend if necessary.**

- **That Longdon Parish Council adopt the Terms and Conditions of the Small Grants procedure.**

**217 Annual Report:** The Parish Council will consider the end of year accounts, the Annual Governance Statement (section 1) and the Accounting Statements (section 2) of the Annual Report prior to them being sent to Grant Thornton, External Auditors.

**218 Bank:** to receive an update on progress surrounding updating bank details and signatures.

**219 Budget:** To receive the monthly update report, consider budgets and receive the Bank Reconciliations for 2015/2016 and for April 2016.

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

Payee	Net	Vat	Total
H Goodreid for April salary, home allowance, BKV application and folders for annual assembly	591.40	2.33	593.743
H Goodreid for printing of brochures for Annual Assembly	26.67	5.33	32.00
G C McCulloch for mowing of green spaces	375.00	-	375.00
Cannock Wood and Gentleshaw Village Hall – fee for meeting on 8 <sup>th</sup> March 2016	30.00	-	30.00
Cannock Wood and Gentleshaw Village Hall – fee for meetings in March, July and November 2015 (invoice sent to previous clerk but no record on file)	75.00	-	75.00
Longdon WI for costs associated with hiring WI Hall in March and April 2016	48.00	-	48.00

**221 Grants:** To consider any grant applications received based on the Small Grants Terms and Conditions:

- St James Church – request £1,700 towards total costs of £3,000 for grass cutting, tree work and general maintenance of the churchyard (application form and accounts attached)

**222 Best Kept Village:** Applications have been made to Best Kept Village. Councillors to consider actions which could support this application i.e. planting of tubs in villages.

**223 Highways and Open Space Committee:** to consider any items concerning the work of this committee.

**224 Communications:** Feedback on communications through Lichfield Mercury, Longdon Life, Parish News etc.

**225 Annual Parish Assembly:** to review the Assembly held 27<sup>th</sup> April 2016

**226 Neighbourhood Plan:** to receive an update from the Chair of the Neighbourhood Plan Working Group.

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

**228 Date of upcoming meetings:**

Tuesday 17<sup>th</sup> May 7pm – Highways and Open Spaces Committee at WI Hall, Longdon

Tuesday 14<sup>th</sup> June 7.30pm – Longdon Parish Council Meeting at Cannock Wood and Gentleshaw Village Hall