

Longdon Parish Council

Longdon, Longdon Green, Upper Longdon, Gentleshaw

September 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 13 September 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

- 271 Apologies for absence:** To note apologies for absence, and to approve reasons for absence where appropriate.
- 272 Declarations of Interest**
- 273 Chairman to close meeting for public session** - this will be limited to 15 mins (3 minutes per speaker).
- 274 Council Minutes:** To confirm as a correct record the Minutes of the Meeting of Council held on 12th July 2016.
- 275 Matters Arising:** To consider any matters arising.
- 276 Planning Applications:** To consider the recently submitted planning applications (below) and any other planning matters i.e. previous objections.

16/00832/FUL	Red Hill Cottage, Redhill, Horsey Lane, Upper Longdon	Detached Double Garage	Case Officer: Lesley Bennett PC Consultation Ends 29/8/16
16/00874/FUL	Collingwood House, Lower Way, Upper Longdon, WS15 1QG	Single storey extension to form sauna, shower and gym with extended patio area	Case Officer: Lesley Bennett PC Consultation Ends: 5/9/16
16/00892/FUL	Longdon Stud Ltd, Longdon Stud Farm, Bardy Lane, Upper Longdon	Change of use of first floor void space of equestrian building to 2 no bedroom flat	Case Officer: Michael Brown PC Consultation Ends: 5/9/16
16/00964/LBC	13 Brook End, Longdon, Rugeley	Works to a listed building to enable single storey extension to rear to form orangery with lantern light, replacing existing conservatory. Demolition of was between proposed extension and main house and demolition of connecting wall between dining room and kitchen.	Case Officer: Lesley Bennett PC Consultation Ends: 26/9/16
16/00421/FUL	Sunny Corner, 76 Upper Way -	Objection and request for it to be called in.	Approved 27 July 2016

	<i>extension and alterations for form 4 no 1 bed apartments etc.</i>		
16/00541/FUL	<i>Orchard Cottage, Church Hill – single and first floor side extensions etc.</i>	<i>No Objection Made</i>	<i>Refused 12 July 2016</i>
16/00556/LBC	<i>Brook House, 24 Brook End – single storey extension to form sitting room</i>	<i>No Objection Made</i>	<i>Approved 18 July 2016</i>
16/00663/FUL	<i>Land at Lichfield Road – widening existing agricultural access</i>	<i>No Objection Made</i>	<i>Approved 10 Aug 2016</i>

277 Highways and Open Spaces: Cllrs to consider items arising from this Committee

278 Finance and General Purposes: Cllrs to consider items arising from this Committee

- **It was proposed to put the following amendments to the Financial Regulations to the full council for their approval.**
 - **Adding a sentence at 1.1: *Deliberate or wilful breach of the Regulations by an employee may give rise to disciplinary proceedings.***
 - **Section 6.3 – to add the following words: *A member who is a bank signatory, having a connection by virtue of family or business relationships with the beneficiary of a payment, should not, under normal circumstances, be a signatory to the payment in question.***
 - **Section 11 needs item (v.) amending to: *...for additional audit work of the external auditor up to an estimated value of £300 (in excess of this sum the Clerk and RFO shall act after consultation with the Chairman and Vice Chairman of council)***
 - **10.1 to be expanded to say that: *a written order/instruction, via the purchase order book, should be issued for all work, goods and services. Only the Proper Officer can make the order.***
- **It was recommended that the Complaints procedure be put before Full Council for approval.**
- **It was agreed to recommend to full council that Longdon Parish Council apply for the foundation level of Local Council Awards.**
- **It was agreed to recommend to full council that Alan Toplis be reappointed as the Internal Auditor.**

279 General power of Competence: To discuss and, if appropriate, pass a resolution to confirm that the parish council meets the criteria for the General Power of Competence.

280 Working Groups: Cllrs to feed back on the progress of the working groups:

- Systems (Planning)
- Neighbourhood Plan

281 Vacancies: An application for the Co-opted Councillor post had been received. Cllrs to consider the application.

282 Small Grant Applications: Two applications for grant aid have been received by the parish council and will need to be consider by councillors at this meeting:

- Longdon Village Community Council for £200 towards costs associated with the Pet Show
- Linsey Matthews requested funding to support her missionary work in Swaziland.

283 Outside Body Representatives Feedback: Cllrs to report back where they have attended meetings: Cannock Wood and Gentleshaw Recreation Ground; AONB; Alms Houses; SPCA; Parish Forum; Longdon Village Hall; St James School Longdon; Chair of Governors invitation; School Road Crossing

284 Communications by the Parish Council: Feedback on communications through Lichfield Mercury, Longdon Life, Parish News etc

285 Correspondence: All items of correspondence received are to do with ongoing matters except for:

- Emails from Secretary of trustees for Longdon Memorial Hall
- Lichfield City Neighbourhood Plan Reg 14 Consultation Period
- Thank you letters have been received from: Secretary of Longdon Show to thank for grant aid; Mr and Mrs Hickman to thank for work to gate at Glebe field.
- Email from Burntwood Town Council inviting representative to Christmas Carol Service.
- Lichfield Local Plans Allocations consultation – closes 10th October 2016
- Email correspondence regarding Fern House, Brereton Hill Lane, Rugeley.
- Email from Mark Hooper re the Environmental Assessment of Plans and Programmes Regulations 2004 Lichfield District Council Sustainability Appraisal Scoping Report Local Plan Allocations.
- Emails giving comments to the Longdon Draft Neighbourhood Plan from Cannock Chase AONB; Mark Daucey acting for Mr and Mrs Wright; Natural England; Environment Agency; Allen Juxon
- Email from Staffordshire County Council advising of two training sessions for those thinking of becoming a County Councillor.
- Email from Staffordshire parish Councils' Association re training course on 19th September.
- Email from Lichfield District Council notifying of the publication of the Forward plan

286 Budget: To receive the monthly update report and to receive the budget profile for 2016/2017.

287 Accounts for Payment: To consider the below payments:

Payee	Net	Vat	Total
Terry Clifton – delivery of Longdon Life and Draft NP July edition	£80.00	£ -	£80.00
H Goodreid – August salary	£551.20	£ -	£551.20
H Goodreid – leaflet stands for walks	£186.54	£37.31	£223.85
South Staffordshire College – Longdon Booklets	£383.00	£ -	£383.00
Longdon WI – hire of rooms May, July and August 2016	£120.00	£ -	£120.00
G C McCulloch – mowing on 15 th July, ground maintenance at Gentleshaw	£375.00	£ -	£375.00
Fitzpatrick Woolmer – notice board for High Street	£1,037.89	£207.58	£1,245.47
The Benhill Press Ltd – printing of walking leaflets	£848.00	£ -	£848.00
H Goodreid – salary and home allowance for September 2016	£551.20	£ -	£551.20

H Goodreid for purchase of hard drive, order book, laminating pouches, ink cartridges, copier paper.	£145.90	£15.83	£161.73
G C McCulloch – mowing on 17 August, ground maintenance at Gentleshaw, mow and remove grass from Longdon Green	£565.00	£ -	£565.00

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

289 Date of upcoming meetings:

Tuesday 11th October 2016 – Parish Council Meeting – 7.30pm at WI Hall, Longdon