Longdon Parish Council

Minutes of Meeting of Longdon Parish Council held 7.30pm on Tuesday 12^{th} January 2016 at WI Hall, Longdon.

Present: Parish Councillors; K Morgan (Chair), P Couchman, G Duckett, C Webb, B Butler, K

Taylor, J Cleaver.

Parish Councillor Apologies; H Meere, R Clarke, C Cherry

Other apologies: LDC Cllr Pritchard

Clerk; H Goodreid

Public Attendees; SCC Cllr M Tittley, Mr and Mrs Fullwood

Min No.	Item	Action
126 126.1	Apologies & Acceptance of Apologies All councillors' apologies were accepted.	
127 127.1 128 128.1	Declarations of Interest None were declared. Chairman to close meeting for public session. No items were raised.	
129 129.1	Minutes of monthly parish council meeting held 10 th November 2015 and matters arising. The minutes were read and agreed. Proposed: Cllr Morgan, Seconded: Cllr Duckett	
129.2	Matters Arising All matters arising were either on the agenda for discussion at the meeting or had been dealt except for:	
129.3	12.2: The letter had been sent to Cllr Tittley and he would look into it.	
129.4	14.1: Communications – Clerk to present in future meetings a list of communications which were not concerning on going matters.	
130 130.1	Co-opted Councillor One application had been received for this post: Mrs Ann Fullwood. Mrs Fullwood read through her statement and then left the building in order that councillors could have a discussion.	
130.2	Mrs Fullwood retired from the West Midlands Police at the Rank of Sergeant in 2013 after 30 years' service. Since retirement she has got to know the topography of the area and the demographics of the community the Parish Council serves. Ann has attended a couple of Parish Council Meetings in respect of keeping updated on Traffic Calming Measures in Upper Longdon and met and chatted with several members of the Council regarding their role in the community. Ann wishes to use her skills/local knowledge and interest/enthusiasm to work as part of a team concerned with local community matters. She has an interest in keeping footpaths clear/keeping litter under control/traffic calming issues and keeping the elderly and vulnerable in the community safe.	
130.3	Councillors unanimously agreed to Ann Fullwood becoming a co-opted councillor on Longdon Parish Council, to serve until the next parish council election. Proposed: Cllr Webb; Seconded: Cllr Cleaver	Clerk to write to Ann Fullwood
130.4	The Parish council had received a notice of resignation from Cllr Chris Cherry due to ill health. This was accepted and the Clerk would formally notify Lichfield District Council.	Clerk to notify LDC

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131 131.1		eral Purposes Cor	nmittee s be purchased at a	cost of £260 ±	
131.1	VAT in order to co	mply with the Trans uckett; Seconded	parency Code.	COSC OF 2200 1	
131.2	The annual costs for the parish council had been split into Operating Costs and Discretionary costs. The operating costs had been identified as £16,550 for 2016/2017. The discretionary costs reflected projects to be undertaken including Small Grants Award and a rolling programme of replacement and repair of notice boards, finger posts and street furniture. These costs were calculated as being £12,650. The attached sheet shows the breakdown of costs.				Paper attached
131.21	It was agreed that the recommended Precept of £24,200 be agreed. This would be additional to the Local Support for Council Tax Grant of £2,149 from Lichfield District Council. Proposed: Cllr Duckett; Seconded: Butler				
131.3	It was agreed that £613.30 be released to the Clerk to purchase a new laptop and printer plus associated software prior to confirmation of the Transparency Grant. Proposed: Cllr Duckett; Seconded: Cllr Cleaver				
131.4	It was agreed that the parish council change its bank accounts from Nat West to Unity Trust Bank. Proposed: Clir Duckett; Seconded: Clir Taylor				
131.5	It was agreed that the Clerks Salary be paid monthly without the need to wait for council to approve providing costs are within the agreed annual budget. Proposed: Clir Duckett; Seconded: Clir Taylor				
131.6	It was agreed that £25 be spent on training for the Clerk to learn to operate the website. Proposed: Clir Duckett; Seconded: Clir Butler				
132 132.1	Highways and Open Spaces Committee These were seen and noted.				
133	Planning Applications				
133.1	15/01206/FUL	Sunny Corner, 76 Upper Way, Upper Longdon, WS15 1QA	Erection of a 4 bed detached dwelling and associated works	Objections had been made on basis of access, parking, and proximity to neighbours.	
133.2	15/01287/FUL	The Cottage, Dark Lane, Longdon, Rugeley, WS15 4QL	Erection of replacement dwelling (amendment to 15/00524/FUL)	No Comment	
133.3	15/01425/ABN	Windmill Farm, Stockings Lane, Upper Longdon	Extension to barn for storage of cattle feed	Concern over size of storage. Clerk to comment	
133.4	15/01451/LBC	The Coach House, Brook End, Longdon, Rugeley, Staffs WS15 4BP	Works to listed building to enable the erection of a single garage.	No Comment	

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134 134.1	Transparency Code An application had been made for £613.30 for laptop, printer and associated software. The outcome of the application was expected later in January 2016.	
135 135.1	Traffic Calming in Upper Longdon This would be a key topic at the next Highways and Open Spaces Committee to which M Tittley would try to attend.	
135.2	M Tittley agreed to talk to SCC engineers to get the full scheme which had already been seen and agreed by LPC Councillors. Funding of £2,000 contribution from the parish council had already been agreed.	M Tittley to progress with engineers.
136 136.1	Parish Council Communications Strategy and Delivery Plan Invoices to the companies advertising in Longdon Life needed to be sent out asap.	Clerk to action
136.2	Cllr Couchman advised that his phone number on the website was incorrect.	Clerk to action
136.3	Clerk had received report of a tree down on Dark Lane. SCC had inspected and would remove the tree.	
136.4	Mark Winnington was the portfolio holder for infrastructure and Clerk was to contact him if further issues arose.	
137 137.1	Neighbourhood Plan Nothing new to report as no meeting of the Neighbourhood Plan Working Group had taken place. It was planned to have a meeting before the end of January.	
138 138.1	St James School and interaction with the parish council Cllr Taylor updated the council on the situation at St James School following new head teacher.	
139 139.1	Correspondence A SPCA training event had been arranged for Cllrs for Monday 15 th February from 7 – 9pm. It would cover a wide range of subjects and would cost £20pp. If any councillor wanted to attend, please contact Clerk asap.	Councillors to respond to Clerk
139.2	A letter had been received from LDC following complaint for Longdon resident that the dog bin at Mill Way required emptying more regularly or replacing with a larger bin. Clerk to write to LDC to clarify ownership and costs associated with these options.	Clerk to action
139.3	An email had been received from a mobile fish and chip van requesting information about possible sites to locate. Clerk to respond.	Clerk to respond
140 140.1	Budget Clerk presented the bank reconciliations and budget for the 2015/2016 year. This was presented in a new format. Cllr Duckett to clarify financial figures to end of November 2015.	
140.2	Reference was also made to the Internal Audit to be held with A Toplis and G Duckett next week.	

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141	Finance					
141.1	The following payments were agreed and approved:					
	Main Account	Cheque	Net	VAT	Total	
	Clerk - November	2021	£304.80	£ -	£304.80	
	2015 salary					
	Lichfield DC – dog bin	2023	£780.00	£156.00	£936.00	
	emptying					
	G McCulloch - mowing	2024	£2,815.00	£ -		
	Clerk – PO Box	2025	£260.00	£52.00	£312.00	
	H Crosbie – delivery of	2026	£45.00	£ -	£45.00	
	Longdon Life					
	Longdon WI for hire of	2027	£96.00	£ -	£96.00	
	hall for LPC meetings					
	Clerk – December	2028	£479.17	£7.74	£486.91	
	salary (£423.07)					
	clerks allowance					
	(£17.33) stationery					
	(£38.77 + £7.74VAT)					
	South Staffs College –	2029	£383.00	£ -	£383.00	
	printing of Longdon					
	Life					
	Proposed: Cllr Morgan,	Seconded	: Clir Webb			
142	Councillons Donorts					
142.1	Councillors Reports Clirs Duckett and Webb i	and book los	lying at page	iblo arrango	mont with a	
142.1						Clerk to put on
	local taxi firm to provide a minibus for local residents to get to Lichfield agenda for					
	and Rugeley. Costs provided to date were around £682 per month. This					February
	would be looked at in more detail at the February meeting.					
142.2	Cllr Butler queried the need for defibrillator training on the basis that the item would need to contain clear instructions so anyone could use it.					
172.2						
	item would need to contain clear instructions so anyone could use it.					
143	Date of Next Council M	eetina				
143.1	Tuesday 9 th February 201		, Longdon			
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The next meeting closed at 9.40pm.

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