

Longdon Parish Council

Minutes of Meeting of Longdon Parish Council held 7.30pm on Tuesday 8th March 2016 at Cannock Wood and Gentleshaw Village Hall.

Present: **Parish Councillors;** K Morgan (Chair), P Couchman, G Duckett, C Webb, B Butler, K Taylor, H Meere, A Fullwood.
Parish Councillor Apologies; All were in attendance
Other apologies: LDC Cllr Pritchard
Clerk; H Goodreid
Public Attendees; SCC Martyn Tittley, 3 representatives from Longdon Community Group, Jeff Simm from Staffordshire Wildlife Trust, 1 resident.

Min No.	Item	Action
159 159.1	Apologies & Acceptance of Apologies All parish councillors were present	
160 160.1	Declarations of Interest None were declared.	
161 161.1	Chairman to close meeting for public session. Wendy Neary spoke to the council to object to the planning application recently submitted for The Hartlands in Longdon. She presented a letter submitted to Lichfield DC listing various concerns including threat to trees, flooding, loss of amenity, overshadowing and congestion. Cllrs noted her concerns and those of other residents who and commented and would discuss the matter later on the agenda.	
162 162.1	Minutes of monthly parish council meeting held 9th February 2016 and matters arising. The minutes were read and agreed. Proposed: Cllr Taylor; Seconded: Cllr Couchman	
163 163.1	Matters Arising All matters arising were either on the agenda for discussion at the meeting or had been dealt except for:	
163.2	Clerk to copy letter re ongoing request for Safety Review of roads and lanes in Parish, to SCC Cllr Tittley.	Clerk to copy letter
164 164.1	Gentleshaw Common Jeff Simm, Land Management coordinator for Staffordshire Wildlife Trust (SWT) spoke about Gentleshaw Common which is on a 99-year lease from Lichfield DC.	
164.2	The interest in the common is that as a SSSI it offers wet and dry heathland and includes examples of carnivorous plants, bilberries, reptiles and birdlife. SWT aim to carry on good work already undertaken on the site and further develop the volunteer working parties which take place a couple of times a month. The work of these volunteers includes controlling bracken, cutting back invasive grasses etc.	
164.3	SWT hope to refresh signage and interpretation boards around the site. For more information about the common, please go to http://www.staffs-wildlife.org.uk/reserves/gentleshaw-common	
165 165.1	Longdon Community Group Joan Fox, Chair to the Longdon Community Group (LCG) spoke about the work to raise money and support local organisations and villagers. She was supported at the meeting by Wendy Neary (Treasurer) and Sharon Bedlow (Secretary). The group is made from 11 members plus 3 officers. There are representatives from the WI, Over 60's Club, the church and the school among others. To date they have raised £2,500.	
165.2	The community fundraising is done through sing alongs and summer fairs. Planned for 2016 is the Village Ball on 23 rd April and the Queen's Birthday	

Signed.....

Page 1 of 4

Date:.....

165.3	Party picnic with stalls and activities on 12 th June. Money raised at these events is then passed on to the groups to assist with purchasing equipment etc. The group are soon to look at isolated residents and the need to set up a morning club bringing them to one place for support and networking.					
166	Communications					
166.1	<u>Website</u> : this is being updated on a weekly basis. Updates on the Neighbourhood Plan page are required as the public meeting has taken place.	Cllr Duckett				
166.2	<u>Newsletter</u> : Cllr Chris Webb to write.	Cllr Webb				
166.3	<u>Lichfield Mercury</u> : The PC needs to make regular contributions to the Lichfield Mercury. The parish news needs to be sent to Lichfield Mercury in order that items can be picked up and put in the village news slot. Cllr Webb to follow up.	Cllr Webb				
166.4	<u>Longdon Life</u> : This has gone to the printers. Mrs Crosbie has offered to deliver this edition, and Cllrs agreed to pay £75 to cover the costs associated with this. Proposed: Cllr Morgan; Seconded: Cllr Butler					
167	Parish Assembly					
167.1	Reports have been requested from the community groups and organisations – Clerk to chase. Clerk to draw reports together to form the booklet. Clerk to present a financial report to go into the booklet.	Clerk to draw together booklet				
167.2	Need to put up a poster on the noticeboards, advertising this public meeting and Clerk to send copy of poster to organisations for them to send on to their members.	Clerk				
168	Statement of Community Involvement					
168.1	No comments were received on this.					
169	Draft Economic Development Strategy for Lichfield District Council					
169.1	<u>Transport</u> : Cllrs wanted to feedback that there is a need for decent public transport in order to get local residents to work.					
169.2	<u>Tourism</u> : Public footpaths criss cross the parish and a large number of ramblers come through. The parish council are keen to see well maintained footpaths. Cllr Tittley advised that whilst footpaths are the responsibility of Staffs County Council, funding for these will probably cease in 2018.	Clerk to feedback to LDC				
170	Resignation					
170.1	Cllr Jane Cleaver had formally resigned from the parish council and the vacancy was posted. As no election had been called for, an advert for the co-opted post will be posted.					
170.2	Clerk to clarify which councillor represents which ward in the parish.	Clerk to email Cllrs				
171	Neighbourhood Plan					
171.1	At the meeting of the NP group on 18 th February comments received following the recent consultation required policies to be amended to take on board pertinent points that were raised. The Consultation summary and the Conformity statement were currently being worked on and a meeting with local landowners was being arranged. It is hoped that the final Plan could be with LDC by July 2016.					
172	Planning Applications					
172.1	<table border="1"> <tr> <td>15/00947/OUT</td> <td>The Hartlands, 15 Brook End, Longdon</td> <td>Detached dwelling with separate double garage.</td> <td>OBJECT for the following reasons: Increased risk of flooding, potential damage to existing trees, possible extension</td> </tr> </table>	15/00947/OUT	The Hartlands, 15 Brook End, Longdon	Detached dwelling with separate double garage.	OBJECT for the following reasons: Increased risk of flooding, potential damage to existing trees, possible extension	
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Signed.....

Page 2 of 4

Date:.....

				into the roof space would mean overlooking to neighbours, difficulty exiting close onto Brook End.	
173	Highways and Open Spaces Committee				
173.1	To receive any recommendations – None				
173.2	To provide opportunity for brief questions regarding H & OS minutes – Cllr Webb reminded the Council that the mowing specification for the green at Longdon green must be altered in line with the recommendations received concerning the flora. Cllr Webb also suggested suitable signage be placed regarding flora and fauna.				Clerk
173.3	Upper Longdon Traffic Calming – the plans were viewed and agreed. Clerk to write to SCC (copy to Cllr M Tittley) to confirm the plan and agree the contribution of £2,000 towards the scheme. Proposed: Cllr Taylor; Seconded: Cllr Butler				
173.4	Cllr Tittley stated that Longdon PC should anticipate that SCC/LDC will withdraw mowing services by 2018.				
174	Small Grant Award				
174.1	Longdon Over 60's Club: request received for a grant of £95 towards costs of £135 to purchase a 100-piece cutlery set for use by the group.				Clerk to write to Longdon over 60's
174.2	The grant was Approved. Proposed: Cllr Taylor; Seconded: Cllr Couchman				
174.3	St James Church: request had been received for £1,700 towards costs of £3,250 to pay for grass cutting and tree works in the church grounds in Longdon.				Clerk to advise Longdon Church
174.4	It was agreed to postpone consideration of the grant until the April meeting as it required more consideration. The grant requested was more than 50% of the grant budget.				
175	Dog Bins				
175.1	The Clerk had spoken with LDC who emptied the bins and had monitored use since the complaint was made. LDC advised that a larger bin was not practical for emptying purposes and there was no evidence of need for a second bin in the area.				
176	Finance and General Purposes Committee				
176.1	The following recommendations were approved:				
176.2	That signatories for cheques should be the chair of the council, all committee members of the F&GP and the Chair of the H&OS Committee. Proposed: Cllr Duckett; Seconded: Cllr Meere				Clerk to arrange for mandate to be signed.
176.3	That the Chair of F&GP be recognised as the councillor to check the financial documents presented and prepared by the RFO/Clerk. Proposed: Cllr Duckett; Seconded: Cllr Meere				
176.4	That Longdon Parish Council register with Information Commissioners Office. Proposed: Cllr Duckett; Seconded: Cllr Morgan				Clerk to apply to ICO
177	Transparency Code				
177.1	The clerk had purchased for the parish council a laptop and printer with associated packages, as part of the Transparency Code.				
178	Correspondence				
178.1	The parish council had received notice that the Public Bridleway Diversion Order had been advertised for Bridleway No 21 in Longdon Parish. A letter had been received from LDC regarding opportunity to speak at the				

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Page 3 of 4

Date:.....

178.2	hearing for planning application associated with Sunny Corner. It was agreed that Cllr Taylor make a presentation.																																				
179 179.1	Longdon Club and Institute Following a discussion, it was agreed that acknowledgement be sent to all who had contacted the parish council.	Clerk																																			
179.2	It was further agreed that the parish council send copies of these letters received to Janet Allen as Secretary to the Institute and also formally ask for clarification of trustees and committee members.	Clerk to copy letters to Janet Allen																																			
180 180.1	VAT Return Clerk was unable to locate all of the historic invoices dating back to 2014 but assuming that these were located, the council would be making a claim for refund of VAT of around £950.																																				
181 181.1	Budget The figures identifying the bank reconciliation and cash reconciliation were tabled and noted by councillors.																																				
182 182.1	Accounts for Payment The following payments were agreed and approved:																																				
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*The work to the planters was welcomed but Cllrs were reminded that approval for works were required prior to making purchases.																																					
183 183.1	Councillors Reports Cotton Alms-houses – Cllr Meere to attend the AGM and will report back to the next parish council meeting.	Cllr Meere to report at next meeting																																			
183.2	Gentleshaw Committee – Clarity is required concerning the role of the parish council on the board.	Cllr Morgan																																			
183.3	Parish News – Cllr Webb gave a summary of the meeting which would be written up as parish news and passed to Clerk to put on the website.	Cllr Webb to write parish news																																			
184 184.1	Date of Next Council Meeting Tuesday 12 th April 2016 at Longdon WI Hall, Longdon.																																				

The next meeting closed at 10.20pm.

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Page 4 of 4

Date:.....