

## Longdon Parish Council

**Minutes of Meeting of Longdon Parish Council held 7.00pm on Tuesday 11<sup>th</sup> April 2017 at WI Hall, Longdon.**

**Present:** **Parish Councillors;** G Duckett (Chair), K Taylor, John Watkins-Smythe  
P Couchman, H Meere, C Webb, A Fullwood, B Butler, C Kemp  
**Clerk;** H Goodreid  
**Public Attendees;** SCC Cllr Martyn Tittley; LDC Cllr Ian Pritchard

Min No.	Item	Action	
380 380.1	<b>Chair for the Meeting</b> It was proposed that Cllr Duckett Chair the meeting. <b>Proposed: H Meere; Seconded: Cllr Meere</b>		
381 381.1	<b>Apologies &amp; Acceptance of Absence</b> All councillors were in attendance.		
382 382.1	<b>Declarations of Interest</b> None were declared.		
383 383.1	<b>Chairman to close meeting for public session</b> No members of public were in attendance at the meeting.		
384 384.1	<b>Minutes of Monthly Full Council Meeting held 14<sup>th</sup> March 2017.</b> The minutes were read and agreed. <b>Proposed: Cllr John Watkins-Smythe; Seconded: Cllr Meere</b>		
385 385.1	<b>Matters Arising</b> All matters arising had been dealt with or were on the agenda except for:  352.1: Clerk has been in touch with John Smith at Lichfield DC re the land transfer of Gentleshaw Common. When legal costs have been identified, Clerk will inform the parish council.  360.1: the latest radar figures for Upper Longdon are now on the web site but are for 2012. Cllr Tittley recommended that following the elections, the parish council again approach the County Council to get an up to date radar check to monitor, speed, size and volume of vehicles.  372.2: Clerk is still in contact with the Insurance company and LDC re ownership and responsibility of the bridge over the stream.  374.1: Pensions Regulator: The parish council need to confirm a pension provider for the Parish Clerk. The providers were discussed and it was agreed to go forward with NEST government pension provider. <b>Proposed: Cllr Watkins-Smythe; Seconded: Cllr Butler</b> <b>It was resolved that Longdon Parish Council create a NEST pension Scheme for the Parish Clerk.</b>	Clerk to action	
386 386.1	<b>Planning Applications</b>		
	17/00357/FUL Sunny Corner, 76 Upper Way, Upper Longdon, Rugeley	Removal of condition 7 of planning application 16/00421/FUL	Incorrect information is posted on the LDC site. Matter referred to Ian Pritchard.
386.2	17/00310/FUL 11 Stockings Lane, Longdon, Rugeley, WS15 4LQ	Single storey front extension to form living room and entrance hall	Incorrect information is posted on the LDC site. Matter

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				referred to Ian Pritchard.	
<b>387</b>	<b>Councillors Resignations and advertisement of posts</b>				
387.1	Cllr Kevin Morgan has given his resignation to the parish council. The vacancy notice has been posted and an advert for both the current posts is now on the website. The closing date is the 28 <sup>th</sup> April 2017.				
387.2	Cllrs expressed thanks to Cllr Morgan for his hard work as Councillor and Chair and his contribution will be missed. Cllr Tittley also expressed his appreciation of the work done by Cllr and asked that it be recorded.				
<b>388</b>	<b>Internal Audit Report / Annual Return</b>				
<b>388.1</b>	<b>Internal Audit</b>				
	Clerk read the report to the Council. It was noted that no items needing to be reported as a result of the internal audit. The Internal Audit was noted and approved <b>Proposed: Cllr Butler; Seconded: Cllr Watkins-Smythe</b>				
<b>388.2</b>	<b>To approve the annual governance statement for 2016/2017</b>				
	It was agreed that all points of the annual governance statement were correct. <b>Proposed: Cllr Webb; Seconded: Cllr Kemp</b> <b>The Motion was carried</b>				
<b>388.3</b>	<b>To approve the accounting statements for 2016/2017</b>				
	It was agreed that all points of the annual accounting statements were correct. <b>Proposed: Cllr Butler; Seconded: Cllr Couchman</b> <b>The Motion was carried.</b>				
<b>388.4</b>	Cllrs expressed their thanks to the Clerk, Cllr Duckett and Cllr Morgan for their work in getting all the accounts in order.				
<b>389</b>	<b>Refuse Collection</b>				
<b>389.1</b>	Paperwork and invoices have been received from Lichfield District Council to do with the collection of waste from the bins at St James, Longdon and at Christ Church, Gentleshaw. In the past the PC has paid the two invoices on behalf of the churches as it was felt that the Parish benefited from the provision of the bins for the disposal of flowers etc and it was agreed to do so again this year.				
<b>389.2</b>	<b>Proposed: Cllr Fullwood; Seconded: Cllr Meere</b> <b>The Motion was carried</b>				
<b>389.3</b>	It was felt that the parish council should write to advise the two churches of the approval of the funding.				
<b>389.4</b>	It was agreed that the clerk complete the waste collection forms. <b>Proposed: Cllr Fullwood; Seconded: Cllr Meere</b> <b>It was resolved that Clerk complete the waste collection forms for Lichfield District Council.</b>				
<b>390</b>	<b>Upper Longdon Speed Restrictions</b>				
<b>390.1</b>	Cllr Tittley is currently in negotiations with the police to buy/sponsor a speed camera. This would be fixed and legal and administered by the police. This would have a cost implication for the parish council if LPC wanted to see a camera in the parish.				
<b>390.2</b>	The matter of chicanes and other speed reduction measures at Upper Longdon would again be looked at following the May election.				

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<b>391</b>	<b>Outside Body Representatives Feedback</b>	
391.1	<u>Beaudesert Field Minutes</u> from Norman Stanfield had been received. The field is available for hire. The hedges have been cut. A tree has been planted in memory John Tonks. Clerk to place notes on the website.	
391.2	<u>St James School Easter performance</u> Cllr Taylor attended and reported that the event was well supported and the children performed well.	
391.3	<u>Coton Arms House Trust</u> Cllr Meere gave a report and this would be posted on the website. Cllr Meere reported that all was in good order.	
<b>392</b>	<b>Communications by the Council</b>	
392.1	Cllr Ann Fullwood – has spoken with Gladys Crowe regarding the littler picking in Upper Longdon. She has requested that she get a hoop and bag to assist with littler picking.	
392.2	It was agreed that the parish council purchase two hoops providing that they do not exceeded £50 each <b>Proposed: Cllr Taylor; Seconded: Cllr Butler</b> <b>It was resolved that the Clerk purchase the hoops.</b>	
<b>393</b>	<b>Highways and Open Spaces</b>	
393.1	<u>Best Kept Village</u>	
393.2	<ul style="list-style-type: none"> <li>Laminated posters have gone up on the notice boards and in windows where possible.</li> </ul>	
393.3	<ul style="list-style-type: none"> <li>Pubs have agreed to put notices in windows / on boards</li> </ul>	
393.4	<ul style="list-style-type: none"> <li>Cllr Fullwood had incurred some expenses of £39.10 associated with applying for the BKV and redoing the maps.</li> </ul>	
393.5	<ul style="list-style-type: none"> <li>Bench at top of Shavers Lane, Longdon needs sanding and re varnishing. Cllr Butler volunteered to undertake the refurbishment work.</li> </ul>	Cllr Butler
393.6	<ul style="list-style-type: none"> <li>Need to clean up the village of Longdon and Longdon Green. Cllr Watkins-Smythe and Cllr Webb agreed to do the clearing.</li> </ul>	Cllrs Watkins-Smythe and Webb
393.7	<ul style="list-style-type: none"> <li>The circular bench in the ground of St James church has warning tape around. The church is waiting to hear if the owners are happy to replace the bench.</li> </ul>	
393.8	<ul style="list-style-type: none"> <li>Cllr Taylor had collected the Children’s poster competition entries which had been submitted from St James school. Cllrs were pleased with the tremendous response from the children.</li> </ul>	
393.9	It was agreed that the authority to buy vouchers be increased from £50 to a maximum of £70 to reflect the seven age groups in the school. It was agreed that the Clerk develop certificates for the winner and write to thank the school for their enthusiasm. <b>Proposed: Cllr Butler; Seconded: Cllr Webb</b> <b>It was resolved to spend a total of £70 of vouchers as prizes for the competition.</b>	Clerk to action.
393.10	<ul style="list-style-type: none"> <li>Litter picking along the A51 was needed. Cllr Fullwood and Cllr Taylor to undertake the litter picking.</li> </ul>	Cllrs Fullwood and Taylor
393.11	<ul style="list-style-type: none"> <li>The broken signs on the A51 were reported to SCC Cllr Tittley and the tree which has come down needs clearing. Clerk to write formally to Cllr Tittley.</li> </ul>	Clerk to action.
<b>394</b>	<b>Finance and General Purposes Committee</b>	
394.1	There was nothing to report from the F and GP Committee.	
<b>395</b>	<b>Training for Councillors</b>	
395.1	Cllr Duckett had spoken to a local resident who had agreed to talk about	Cllr Duckett to

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	planning applications and how to respond to them. This would be arranged for June 2017.	arrange																																																							
<b>396</b> 396.1	<b>Correspondence</b> Gladys Crowe reported that the door to the new notice board was locked. Cllr Duckett has been in touch with Norman Stanfield to get the key. Clerk to contact the noticeboard company to obtain a couple of spare keys.	Clerk to action																																																							
<b>397</b> 397.1	<b>Budget</b> All councillors agreed with the accounts																																																								
<b>398</b> 398.1	<p><b>Accounts for Payment</b> The following payments were agreed and approved:</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Cheque</th> <th>Net</th> <th>Vat</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Cllr Fullwood: BKV Entrance Fee (approved at H&amp;OS on 3/4/17)</td> <td>2127</td> <td>34.10</td> <td>£ -</td> <td>34.10</td> </tr> <tr> <td>Warwickshire Association of Local Councils – Planning training event for Clerk</td> <td>2128</td> <td>£45.00</td> <td>£ -</td> <td>£45.00</td> </tr> <tr> <td>South Staffordshire College – printing of Longdon Life</td> <td>2129</td> <td>£458.25</td> <td>£ -</td> <td>£458.25</td> </tr> <tr> <td>Lichfield District Council – annual refuse collection charge, Christ Church, Gentleshaw</td> <td>2130</td> <td>£362.00</td> <td>£ -</td> <td>£362.00</td> </tr> <tr> <td>Lichfield District Council – annual refuse collection charge, Church Drive, Longdon</td> <td>2131</td> <td>£247.00</td> <td>£ -</td> <td>£247.00</td> </tr> <tr> <td>Toplis Associates Ltd – Internal Audit for Longdon Parish Council</td> <td>2132</td> <td>£129.40</td> <td>£25.88</td> <td>£155.28</td> </tr> <tr> <td>Benhill Press - laminating</td> <td></td> <td>£20.00</td> <td>£4.00</td> <td>£24.00</td> </tr> <tr> <td>Benhill Press – laminating for BKV</td> <td></td> <td>£25.00</td> <td>£5.00</td> <td>£30.00</td> </tr> <tr> <td>H Goodreid Expenses</td> <td></td> <td>£30.94</td> <td>£ -</td> <td>£30.94</td> </tr> <tr> <td>H Goodreid – April salary</td> <td>DD</td> <td>£551.20</td> <td>£ -</td> <td>£551.20</td> </tr> </tbody> </table> <p><b>Proposed; Cllr Webb; Seconded; Cllr Watkins-Smythe</b></p>	Payee	Cheque	Net	Vat	Total	Cllr Fullwood: BKV Entrance Fee (approved at H&OS on 3/4/17)	2127	34.10	£ -	34.10	Warwickshire Association of Local Councils – Planning training event for Clerk	2128	£45.00	£ -	£45.00	South Staffordshire College – printing of Longdon Life	2129	£458.25	£ -	£458.25	Lichfield District Council – annual refuse collection charge, Christ Church, Gentleshaw	2130	£362.00	£ -	£362.00	Lichfield District Council – annual refuse collection charge, Church Drive, Longdon	2131	£247.00	£ -	£247.00	Toplis Associates Ltd – Internal Audit for Longdon Parish Council	2132	£129.40	£25.88	£155.28	Benhill Press - laminating		£20.00	£4.00	£24.00	Benhill Press – laminating for BKV		£25.00	£5.00	£30.00	H Goodreid Expenses		£30.94	£ -	£30.94	H Goodreid – April salary	DD	£551.20	£ -	£551.20	
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<b>399</b> 399.1	<b>Councillors Reports</b> Cllr Taylor: Concern in the village as when trees were cut back on Upper Way, a collection of equestrian outbuildings, trailers and hardstanding were evident. It was questioned whether planning permission had been sought for these.	Clerk to place on agenda for the May meeting																																																							
<b>400</b> 400.1	<b>Date of Upcoming Meetings</b> Longdon Parish Council Meeting – 7pm 9 <sup>th</sup> May 2017 in WI Hall, Longdon  Annual Assembly 7.30pm 10 <sup>th</sup> May 2017 in Longdon Village Hall.																																																								

**The meeting closed at 8.52pm.**

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