

MINUTES OF A MEETING OF THE PARISH COUNCIL OF LONGDON HELD IN CHRIST CHURCH, GENTLESHAW, ON TUESDAY, JULY 12TH, 2005

Present: Cllr. S. K. Welch (Chairman); Cllr. The Rev. J. R. Andrews; Cllr. B. J. Butler; Cllr. R. C. Hemmingsley; Cllr. Mrs. H. A. Meere; Cllr. Mrs. M. G. Nichols; Cllr. Hugh Reynolds; and Cllr. N. Stanfield.

Also present were the Clerk and Cllr. N. J. Roberts, of Lichfield District Council.

Before the commencement of the meeting, Cllr. Reynolds signed a Declaration of Acceptance of Office and took his place as a member of the Council.

1. APOLOGIES

Cllr. N. J. Bird; Cllr. A. J. Juxon; Cllr. M. A. W. Parsons; and County Councillor F. W. Lewis.

2. MINUTES OF THE PREVIOUS MEETING

On a motion proposed by Cllr. Hemmingley and seconded by Cllr. Andrews, the minutes of the previous meeting, held in the W. I. Hall, Longdon, on Tuesday, June 14th, 2005, were approved and signed.

3. PARISHIONERS' QUESTIONS AND COMMENTS

No parishioner was present.

4. MATTERS ARISING FROM THE MINUTES

(i) Holly Farm, Chorley

Cllr. Roberts reported that County Rangers had inspected the bridleway, which remained open, though there was still concern over the steps taken to fit electronically-controlled gates, which would give the impression of a private estate.

The Clerk was instructed to write for a copy of any correspondence which the County Ranger Service had entered into with the owner.

(ii) Parish Web-Site

Cllr. Hemmingsley reported that there had been 497 'hits' in the last month, the busiest day being June 3rd, when there had been eighteen.

There had been seven 'hits' from France, six each from Germany and the USA, three from Austria and two from Nigeria.

The web-site could now be reached through the Googol search facility.

He was concerned that the diary page was not yet being used and urged Councillors to make parishioners aware of its existence.

Cllr. Hemmingsley also reported that he had intercepted an anonymous message directed to Eric Roy as Web-Master, asking him how long he had known Cllr. Hemmingsley, a clear implication that the contract for setting up the web-site had been awarded to Mr. Roy because he was a personal friend of Cllr. Hemmingsley.

This, it was agreed, was a libellous statement and totally unfounded, since Mr. Roy's submission had been by far the most professional in presentation and the most competitive in price, and the Council had had no difficulty in making its choice.

Cllr. Hemmingsley added that he had made a note of the address from which the message had been sent and would not hesitate to take legal action if the libel were repeated.

(iii) Play Area

Cllr. Andrews reported that he had met Mr. Davies, the Head Teacher of St. James School, that morning, to discuss the suggestion that the school playing field might be used out of school hours as a village play area.

Mr. Davies had been aware of the need for a village play area, but pointed out that using the school field might present difficulties. For example, the playing field was already in regular use for football matches on Saturdays and was, in fact, currently being restored for next season.

However, the proposal was in line with current thinking about extending the hours during which school premises could be used by the local community, and the County Education Committee was keen to be seen as to be active in promoting such schemes.

The field behind the Memorial Hall was little used, but it was in private ownership and close to residential dwellings.

Cllr. Andrews reminded the Council that a figure of £50,000 had been given as the cost of furnishing a play area with play equipment, and while a package could be prepared, possibly under the guidance of the District Council's Leisure and Amenities Officer, it could have little relevance until a field was found.

It was agreed that, in the meantime, Cllr. Andrews should continue his enquiries.

Cllr. Hemmingsley pointed out that a number of issues would be involved, such as cost and health and safety, and he stressed the need to gain the support of the community, which could be assessed through the proposed Parish Plan.

(iv) Chairman's Badge of Office

The Clerk reported that no progress had been made because of uncertainty over specifications; without a model, it would, for example, be difficult to decide size and thickness.

There was also uncertainty whether plastic would be a suitable material for such a badge, and the Clerk was instructed to make enquiries with Fattorini's, the established badge-making company in Birmingham, regarding possible cost.

(v) Longdon Churchyard

Cllr. Juxon reported that he had written to the Rev. Michael Jefferson, asking for a meeting to discuss the problem of maintaining the churchyard, but, to date, had not received a reply.

Cllr. Butler said that the churchyard would benefit from the purchase of a specialised mower, a machine which he described as like a strimmer on wheels, which could be bought for about £300. 00.

However, it was agreed that no decision should be taken before a meeting with Mr. Jefferson or the PCC Treasurer.

(vi) Post Box at Bradley Lakes

Cllr. Butler reported that a meeting had been arranged for the following Thursday, July 14th, at 2. 00 p.m., at which a decision would be taken over an alternative site for the post box.

(vii) Request for Kissing-Gate along Footpaths 28 and 74

Cllr. Mrs. Meere reported that Cllr. Bird and her husband would walk these footpaths and identify the stiles which needed replacing with kissing-gates.

(viii) Parking outside Gentleshaw School

The Clerk reported that he had recently spoken with a parishioner who had complained about the chaotic parking outside Gentleshaw School at the beginning and end of the school day.

Cllr. Hemmingsley added that the issue had been raised at the last meeting of the School Governors, when the Chairman had reported that several attempts he had made to contact PC Andrew Brown, the Community Beat Officer, had been unsuccessful.

The Clerk was instructed to write to Inspector Kozam, LPU Commander, Burntwood and District Local Policing Unit, informing him of the problem and asking him to help find a solution to it.

5. DECLARATION OF COUNCILLORS' PERSONAL, PREJUDICIAL AND FINANCIAL INTERESTS

The Chairman informed the Council that he had accepted a paid commission from Lichfield District Council to carry out a bird survey on Gentleshaw Common.

Cllr. Reynolds informed the Council that, as the owner's partner, he had an interest in the planning application relating to a site to the rear of Forge Cottage, Brook End.

6. PLANNING

(i) Report of Working Group

Cllr. Hemmingsley reported, since the last meeting, that the Working Group had considered the following planning applications:

05/00618/COU: Mr. Hollinshead: New racehorse training gallop track: Lodge Farm, Stockings Lane, Upper Longdon

There had been serious reservations about this proposal: the plan did not show any footpaths, yet the track would appear to be close to Footpath No. 50, and there were fears that the presence of galloping horses might intimidate walkers exercising their rights to use this public right of way.

Furthermore, it was believed that the feature at Deva House marked on the plan as "Tank" was actually a fully-operational horse-walker, for which planning permission should be sought.

05/00627/FUL: Mr. Bird: First-floor side study and en suite extension: 61 Brook End, Longdon

There had been no objection to this application.

05/00692/FUL: G. Linnel: Conservatory to rear: 1 Moor View, Commonsides, Gentleshaw

There had been no objection to this application.

(ii) For Consideration

Consideration was then given to the following application:

05/00721/FUL: Mr. & Mrs. Cope: Conservatory: Olde Croft Barn, Rookery Farm, Borough Lane, Longdon

There was no objection to this application, provided it met the District Council's own criteria for barn conversion.

Cllr. Reynolds informed the Council that the applicants were clients of his firm, and took no part in the discussion.

(iii) Approved by Lichfield District Council

The Clerk reported that, since the last meeting, Lichfield District Council had issued the following Notice of Approval of Planning Permission:

05/00112/FUL: Mr. & Mrs. A. Parton: Two-storey side extension and various internal works to form lounge, laundry, conservatory, bedrooms and en suite and new access: New Stonywell Farm, Longdon.

05/00352/FUL: Mr. & Mrs. Barber: New vehicular access with new wall and entrance gate: Hood Lodge, Hood Lane, Longdon.

(iv) Refused by Lichfield District Council

The Clerk reported that, since the last meeting, Lichfield District Council had issued no Notices of Refusal of Planning Permission relating to Longdon.

(v) Other Planning Matters

(a) Visit of Stephen Hill and Christine Hibbs

The Clerk reported that he had received from Stephen Hill, of the Development Executive, Lichfield District Council, a letter dated 24th June 2005, confirming that he and Christine Hibbs, Principal Planning Officer, Lichfield District Council, would be attending the Council's meeting on September 13th.

Mr. Hill had suggested that it would be appropriate to concentrate on the District Council's general approach to planning matters and had asked to be supplied in advance with any specific issues which the Council wished to cover.

It was agreed that, while an overview of the District Council's planning policy would be informative and helpful, some emphasis should be given to the District Council's policy on enforcement, and that Mrs. Hibbs should be asked to summarise the new Supplementary Planning Documents.

(b) Repair and change of use of barns for stables, and change of use of land for horses at land north of Borough Lane, Longdon

The Clerk reported that he had received from Christine Hibbs, Principal Planning Officer, Development Services Directorate, Lichfield District Council, a letter dated 28th June 2005, in which she informed the Council that she had re-visited the above matter and was currently investigating the issue of the hardstanding further.

She would be keeping the Council informed of any future progress in resolving this matter.

(c) Establishment of Conservation Area in Brook End

Cllr. Stanfield presented a plan of Longdon on which he had traced the boundary of a proposed Conservation Area encompassing all the listed buildings in Brook End.

These formed the historic core of the village, but excluded the new school buildings.

Cllr. Stanfield explained that designation would bestow on the District Council a special duty to preserve the character and appearance of the area and would result in stricter development control, and for that reason it might be resisted by some house-owners, who would find the scope for developing their property restricted.

There were already twenty-three Conservation Areas in Lichfield District, one of which was Longdon Green.

It was agreed that Cllr. Stanfield should now draft a letter of application to accompany the plan and that the Clerk should then submit a formal request to the District Council's Conservation Officer.

It was also agreed that appropriate steps should be taken to advise parishioners of the Council's intentions.

7. REPORTS OF MEETINGS

(i) Lichfield District Parish Forum: June 28th

Cllr. Mrs. Nichols gave a brief report on a meeting of the Lichfield District Parish Forum which had taken place in the Committee Room at District Council House, Frog Lane, Lichfield, on Tuesday, June 28th, at which Grant Mitchell (Housing Strategy and Enabling Manager) and Maria Bailey (Principal Planning Officer) had led an inter-active session on Affordable Housing, and Steve McQuade gave a presentation on the new licensing regime.

The latter topic was considered of sufficient importance for a special meeting to be arranged at District Council House on July 11th, at which the speaker would be Michael O'Brien, a specialist lawyer in the field, who would focus on the potential impact on village committees.

There would also be a brief update on the Local Development Plan at the next meeting of the Forum, which would take place on September 15th.

(ii) Parish Plan Promotional Event: June 29th

Cllr. Hemmingsley gave a brief report on a meeting which he and the Clerk had attended at Kings Bromley Village Hall on Wednesday, June 29th, at which a presentation on parish plans was made by Andrew Halden, Chief Executive of the Community Council of Staffordshire, supported by Cllr. Patsie Jarman, of Kings Bromley Parish Council.

Cllr. Hemmingsley said that they had learnt nothing at the presentation which they had not known already, while Cllr. Mrs. Jarman's illustrated talk on her parish council's experiences in preparing a parish plan for Kings Bromley had, he felt, put a discouraging emphasis on the reluctance of parishioners to become involved!

His conclusion was that, if Longdon Parish Council were to decide to proceed with a Parish Plan, it was essential that it should first ensure that it had sufficient support from local residents.

(iii) Regional One-Day Conference for Clerks and Councillors: July 1st

The Clerk gave a brief report on a conference for Clerks and Councillors organised by the Society of Local Council Clerks and held at the Macdonald Albrighton Hall Hotel, near Shrewsbury, on Friday, July 1st.

He had been surprised to find so few parish councils from Staffordshire represented; most of the delegates had come from Shropshire and Mid- and North Wales.

The main topic of the conference had been anti-social behaviour, ranging from gang violence and vandalism to fly-posting and other forms of environmental abuse.

A member of Defra's Local Environmental Quality Group had outlined the measures proposed in the recently-passed Clean Neighbourhoods Act, which empowered parish councils to remove promiscuous advertising.

The conference had ended with a light-hearted presentation on council procedures and a professional update.

(iv) Governors Meeting, St. James School, Longdon: July 6th

Cllr. Mrs. Nichols gave a report on a Supplementary Governors' Meeting which had been held at St. James School, Longdon, on Wednesday, July 6th.

A new admissions policy meant that new pupils could be accepted only in September. If a school had a designated nursery, children could be accepted from the age of three, and in order that the school should not lose out, the Governors would be applying for designation, though there were no immediate plans to set up a nursery in the school premises.

There was great concern that, were the school to do so, Longdon Pre-School would not continue, and the consequent loss of revenue would have serious consequences for the Village Hall. However, this would be compensated for if an After-School Club were to meet there.

Cllr. Mrs. Nichols also reported that, at last, the School had been able to appoint a lunch-time supervisor.

(v) Lichfield District Parish Forum: July 11th

Cllr. Mrs. Nichols gave a report of a meeting of the Lichfield District Parish Forum which had taken place in District Council House Frog Lane, Lichfield, on Monday, July 11th, and at which the provisions of the Licensing Act of 2003 were discussed in relation to village halls and similar establishments.

The new Act would bring about significant changes, not the least being the replacement by District Councils of magistrates as the licensing authority and the abolition of the old Occasional Permissions which had allowed multiple advance applications to be made by any organisations, up to a maximum of twelve, at a total cost of £10. 00.

Instead, Village Halls could apply for either a Temporary Event Notice or a Premises Licence.

In the case of a Temporary Event Notice, two copies of the notice would have to be sent to the Council at least ten working days prior to the event, one of which would be returned on the day of receipt, giving authority, and a third to the police, who could serve a counter-notice if they objected on the grounds of crime and disorder or a likelihood of excessive noise.

There would be no need for an inspection by either the fire service or environmental health officers prior to the event.

However, only twelve events would be permitted at any building for each calendar year (at present there was no limit), and individual applicants were limited to five events a year.

Each event was limited to a maximum of ninety-six hours; the total aggregate would be no more than fifteen days each calendar year; there must be a minimum of twenty-four hours between events; and the number present should be no more than 499.

The notice must state the kind of activities which would be taking place at the event – music, dancing, singing, wrestling and so on – and whether alcohol was being served.

This arrangement would be suitable for such events as village dances, twenty-first birthday celebrations, retirement parties and other forms of family celebrations.

A Premises Licence would require a Designated Premises Supervisor who would need to be a Personal Licence Holder; he would need to seek qualification and would have to be present at all events.

The general feeling was that the greater complexity of these new and unfamiliar arrangements was still causing considerable anxiety to those used to organising social events under the system being replaced, and there was still a number of anomalies which needed sorting out.

8. NOTICE OF MEETINGS

The Clerk reported that he had received notice of the following meetings:

(i) Lichfield Area Committee, SPCA: Thursday, July 21st. 2005, in the Council Chamber, District Council House, Frog Lane, Lichfield, commencing at 7. 00 p.m.
Cllr. Andrews would be unable to attend, but the Clerk hoped to be present.

(ii) District Council Chairman's Civic Service: Sunday, July 24th, 2005, in Lichfield Cathedral, at 10. 20 a.m.
The Chairman would be unable to attend, but the Parish Council would be represented by the Vice-Chairman and Mrs. Hemmingsley.

9. HIGHWAYS AND FOOTPATHS

(i) Inquest on the late Maureen Alice Rolls

Cllr. Hemmingsley gave a short report on the inquest into the death of the late Maureen Alice Rolls, who had been the victim of a fatal road traffic accident on the A51 at Longdon Green on 18th October 2004, when, after pausing at the junction, she had unexpectedly driven out of Church Hill into the path of an approaching Jaquar.

It was confirmed by witnesses that the driver of the Jaquar had had no time to avoid the collision. Speed was not considered a factor, and the Coroner had seen no reason to make any recommendations to the highway authorities.

(ii) Accidents on the A51

The Clerk reported that there had recently been two accidents on the A51, the first on June 21st and the second two days later.

In the first, a vehicle travelling towards Rugeley had left the road and collided with the road sign on the corner of Borough Lane, displacing the post and scattering the signs, including those advertising the Post Office which had been erected only two weeks previously.

The accident had been attended by police and emergency services, and the cost of replacing the two signs, one of which was missing, could be recovered from the motorist's insurance.

The second accident had occurred on the A51 at Longdon Green close to Cleat Hill, when one tanker travelling towards Lichfield had run into the rear of another when it had made an emergency stop to avoid two riders who had fallen from a motor-cycle when its brakes had locked.

The driver of the following tanker had sustained serious injuries and had been taken to the University Hospital of North Staffordshire, where he was believed to be recovering.

(iii) Flooding in Shaw Lane

The Clerk reported that he had reported the problem of flooding in Shaw Lane, Gentleshaw, by phone to the Lichfield Highways Depot and had been assured that it would be investigated.

(iv) Replacement Nameplate at Giddywell Lane

The Clerk reported that he had received from John Roobotton, Technical Assistant, Operational Services, Lichfield District Council, a letter dated 24th June 2005, in which he said that he would arrange for a correctly-spelt nameplate to be erected at Gid dywell Lane, though he expected that this would take about two months.

(v) Restoration of Cast-Iron Roadside Signs

The Clerk reported that he had at last received a quotation from Dorothea Restorations, of High Peak, Derbyshire for the restoration of the four cast-iron roadside signs.

For the removal, cleaning and re-erection of the sign at Longdon Green, the figure was £2510. 00, excluding VAT, while for dismantling, cleaning and painting and re-erection of the remaining the figure was £7640. 00, excluding VAT.

This compared with a figure of £3547. 00 from Leander Restoration, of Buxton, and of £5183. 00 from Malcolm Lane & Son of Cropwell, Nottingham, both exclusive of VAT

On a motion proposed by Cllr.Hemmingsley and seconded by Cllr. Stanfield, it was agreed that the Clerk should instruct Leander Restoration to proceed with the work.

The Clerk was also instructed to apply to Lichfield District Council for a grant towards the cost of restoring the sign at Longdon Green.

(vi) Proposed Permanent Traffic Regulation Orders - A51, Longdon

The Clerk reported that he had received from Alan Chapman, Senior Project Engineer, Development Services Directorate, Staffordshire County Council, a letter dated 4th July 2005, advising the Council that approval had now been received to advertise in "The Lichfield Mercury" of 19th July 2005 the following restrictions:

40 mph Speed Limit

A51 Rugeley to Lichfield road, Longdon	- from a point approximately 90 metres south-east of its eastern junction with the Bradley Lakes access Road in a south-easterly direction to a point Approximately 285 metres south-east of its southern east junction with Brook End
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50 mph Speed Limit

A51 Rugeley to Lichfield road, Longdon	- from a point approximately 100 metres north-west of its western junction with the Bradley Lakes access road in a south-easterly direction to a point approximately 90 metres south-east of its eastern junction with the Bradley Lakes access road
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A51 Rugeley to Lichfield road, - Longdon	- from a point approximately 285 metres south-east of its southern junction with Brook End in a south-easterly direction to a point approximately 152 metres south-east of its northern junction with Church Hill
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Provision of Puffin Crossing	- 94 metres south of the centre of the junction of the Northern Brook End junction with the A51
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Formal approval had been received to place the Notices on deposit at Lichfield Library, The Friary, Lichfield, from 12th July 2005.

10. GREENS AND OPEN SPACES

(i) Removal of Fallen Tress in Church Hollow

The Clerk reported that a tree had fallen across the path at the top of Church Hollow, effectively preventing its use.

On a motion proposed by the Chairman and seconded by Cllr. Hemmingsley, he was instructed to write to Acme Trees Services, of Burntwood, asking them to remove it.

(ii) Community Paths Initiative

The Clerk reported that he had received from Paul Rochfort, of the Development Services Directorate, Staffordshire County Council, a letter dated 4th July 2005, in which he introduced himself as the recently-appointed Rights of Way Assistant.

He was keen to encourage more community involvement in rights of way, and, to that end, the Community Paths Initiative had been placed within his remit.

Towards the end of 2005, letters would be sent out inviting bids for 2006, and he was willing to meet members of the Parish Council to discuss any potential bids in advance of receiving an application.

11. BEST KEPT VILLAGE COMPETITION

The Clerk reported that he had received notice that the results of the 2005 Best Kept Village Competition would be announced on Monday, August 1st, in the Council Chamber County Buildings, Martin Street, Stafford, the ceremony to commence at 7. 30 p.m.

12. VACANCY IN THE OFFICE OF COUNCILLOR

The Clerk reported that he had received from John Brown, Chief Assistant, Democratic and Legal Services, Lichfield District Council, a letter dated 30th June 2005, enclosing three documents relating to the recent by-election – a nomination form signed by ten parishioners and dated 6th May 2005, a letter dated 11th May 2005 asking for an election to be arranged and a form dated 17th May 2005, requesting an election and signed by ten parishioners.

It was agreed that, since the Returning Officer had been satisfied that, between them, these documents had met the electoral requirements, the Council accepted her decision.

13. FINANCIAL MATTERS

(i) Accounts for Payment

On a motion proposed by Cllr. Hemmingsley and seconded by Cllr. Juxon, payment of the following accounts was approved:

Christ Church, Gentleshaw	Hire of Room	£ 12. 00
G. C. McCulloch	Mowing – July 1 st	£200. 00

(ii) Payments Received

The Clerk reported that no payments had been received since the last meeting.

(iii) Current Balances

The Clerk reported that, currently, the Council's balances stood as follows:

NatWest c/a: £1130. 56 The Halifax s/a: £17557. 91

(iv) Appeals for Grant Aid

The Clerk reported that, since the last meeting, the Council had received no appeals for grant aid.

(v) Presentation of Financial Statement

The Clerk presented for the Council's approval a detailed financial statement for the financial year ended 31st March 2005, which showed that the Council had finished the year with a balance of £11971. 48.

Copies of this statement had been distributed to Councillors prior to the meeting, and, after studying the accounts in detail, the Chairman had signed the completed Annual Return.

On a motion proposed by Cllr. Stanfield and seconded by Cllr. Mrs. Meere, the accounts were adopted.

(vi) Arrangments for the Second and Final Independent Internal Audit

The Clerk reported that this would once again be conducted by Mr. John Blount and take place on Monday, July 11th, at 10. 00 a.m.

(vii) New Bank Mandate

The Clerk reminded Councillors that, with the resignation of Cllr. Bramley and the election of Cllr. Reynolds, all Councillors would have to sign a new bank mandate, though only Cllr. Reynolds would have to present himself in person at the bank.

14. CORRESPONDENCE SINCE LAST MEETING

(i) The Clerk reported that he had received from Rory Wallace, Head of Local Environmental Quality Team, Department for the Environment, Food and Rural Affairs (defra), a letter dated 3rd January 2005, giving the Council information about the timetable for implementing the provisions of the Clean Neighbourhoods and Environment Act 2005, which had received Royal Assent on April 7th.

(ii) The Clerk reported that he had received from Cllr. Matthew Ellis, Cabinet Portfolio Holder for Organisational Development, Lichfield District Council, a letter dated 13th June 2005, in which he asked for the Parish Council's assistance with a project being introduced by the District Council called "Access Made Easier".

The aim of this project was to encourage businesses and organisations which offered services to the general public to become aware of and cater better for people with disabilities.

Enclosed with the letter was a handbill asking for volunteers willing to take part in visits to local shops and business and suggest possible improvements.

Similar notices were already posted on the Parish Council's notice-boards.

(iii) The Clerk reported that he had received from Andrew Halden, Chief Executive, Community Council of Staffordshire, a letter dated 14th June 2005, informing the Council that the Community Council was at present in the process of updating its Business Plan and asking the Council to complete and return a Feedback Form so that the Council's views could be incorporated.

The Clerk undertook to complete and return this form.

(iv) The Clerk reported that he had received from Sue Boston, of Forge Cottage, Brook End, Longdon, an e-mail dated 20th June 2005, in which she thanked the Parish Council on behalf of the Parent, Teacher and Friends Association of St. James' School, for its donation of £100.00 towards the cost of producing the Association's new Newsletter.

(v) The Clerk reported that he had received from David Cook, Sales and Marketing Manager of Earth Anchors Limited, Croydon, Surrey, a letter dated 21st June 2005, informing the Council that his Company had designed a secure, durable and visually appealing Commemorative Angled Sign Plate.

The information was noted for possible future action.

(vi) The Clerk reported that he had received from Helen Swift, Project Co-ordinator, Sustainable Staffordshire, a letter dated 28th June 2005, inviting nominations for the 2005 Sustainable Staffordshire Awards and enclosing a copy of the nomination literature.

Nominations were to be received no later than August 31st.

(vii) The Clerk reported that he had received from Alan Wainwright an e-mail dated 29th June 2005, asking whether "The Swan with Two Necks" was a listed building.

He had been informed that it was not.

(viii) The Clerk reported that he had received from Mrs. Linda Renshaw, Principal Development Plans Officer, Planning, Development, Building Control and Business Development, Lichfield District Council, a letter dated 29th June 2005, enclosing two documents – Rural Urban Housing Capacity Development and Settlement Development Limits, Background Paper 3 - inviting the Parish Council's views on them by August 1st.

The Clerk also reported that he had received a further letter, dated 7th July 2005, in which she had informed the Council that, as part of the Local Development Framework, she was trying to assess whether her Council needed to make additional provision for burial space within any of the Parishes and had asked to be informed what the situation was in the Parish of Longdon.

The Clerk would consult both incumbents and provide Mrs. Renshaw with the information.

(ix) The Clerk reported that he had received from Simon Taylor, of Ansons Solicitors, Eastern Way, Cannock, a letter dated 30th June 2005, enclosing a copy of an Application for a Transfer of the Justices' Licence authorising the sale of intoxicating liquor at "The Swan with Two Necks" to David John Dangerfield, of The White Cottage, High Street, Longdon.

This application would be submitted on July 28th, 2005, to the Licensing Judges sitting at Burton-on-Trent.

(x) The Clerk reported that he had received from Marc Willis, Senior Planning Officer, Development Services Directorate, Staffordshire County Council, a letter dated 30th June 2005, informing the Council that the Staffordshire Minerals and Waste Development Framework Pre-Submission Draft Statement of Community Involvement was now out for consultation and could be viewed on the County Council's web-site www.staffordshire.gov.uk/planning, as well as at District and Borough Council Offices and at the Directorate's Main Reception at St. Chad's Place, Stafford, and its office at Riverway, Stafford.

(xi) The Clerk reported that he had received from Michael Evans, Director, of Acme Tree Services, Burntwood, a letter dated 1st July 2005, advising the Council that his Company had just expanded its current tree surgery operation to include a new division offering professional grass cutting and grounds maintenance.

The letter was filed for possible future action.

(xii) The Clerk reported that he had received from Anne Williams, Administrative Officer, School Effectiveness Unit Department of Education, Staffordshire County Council, a letter dated 5th July 2005, advising the Council that the term of office for Mrs. Anne Oliver, as a Local Education Authority Governor at St. James' School, Longdon ended on 31st October 2005 and inviting the Council to submit a nomination.

It was agreed that, subject to her agreement, Mrs. Oliver should be once again be nominated.

Cllr. Mrs. Nichols informed the Council that her term of office would end on August 31st when she would be replaced by a Community Governor, for which the Governing Body would be seeking nominations.

As Cllr. Mrs. Nichols had already expressed her wish not to continue as a School Governor, it was agreed, on a motion proposed by the Chairman and seconded by

Cllr. Andrews, that, on receipt of a request for a nomination, Cllr. Reynolds should be nominated.

Cllr. Mrs Meere said that she had now been re-appointed as Community Governor at Gentleshaw Primary School.

14. OTHER COMMUNICATIONS

The Clerk reported that, in addition to the above correspondence, he had received the following communications:

- (i) From The Corporate Director – Democratic and Legal Services,
Lichfield District Council:

Report of Corporate Director – Development Services for meeting of Council on
Monday, 27th June 2005

(Documents attached: Lichfield District Local Development Framework – Core
Strategy Progress; Lichfield District Local Development Framework –
Statement of Community Involvement (Submission Document); Supplementary
Planning Guidance on Residential Extensions – Consultation Responses and
Proposed Modifications);

Agenda for Special Meeting of the Council to be held on Tuesday, 27th June
2005 to receive Annual Report 2004/05 (copy attached);

Executive Arrangements – Forward Plan 2004/2005 – June – Version 1
(to take effect on 1st July 2005);

Executive Arrangements - Forward Plan 2004.2005 – June – Version 2
(to take effect on 1st July 2005);

Calendar of Meetings, fortnight ending 10th July 2005.

- (ii) From The Electoral Registration Officer, Lichfield District Council:

Register of Electors 2005: Monthly Applications for 1st July 2005.

- (iii) From The Passenger Transport Unit, Development Services Directorate,
Staffordshire County Council:

Public Transport News – July 2005 (2 copies).

- (iv) From The Secretary, Beaudesert Sports Field and Recreation Ground Trust:

Minutes of meeting of 15th June 2005.

- (v) From The Parent, Teacher and Friends Association, St. James' School, Longdon:

Newsletter: Summer Term 2005.

- (vi) From The National Association of Local Councils:

Local Council Review: Vol. 57, No. 3 – July 2005.

- (vii) From Earth Anchors Limited, Croydon, Surrey:

“simple solutions”: catalogue.

- (viii) From Record Playground Equipment Limited, Selby, North Yorkshire:

Launch publicity: Revolutions, a new All-Steel System for 11-15 year-olds.

15. ANY OTHER URGENT BUSINESS

(i) Cllr. Stanfield reported that, according to a local resident, the gullies in Chapel Lane, Gentleshaw, had not been cleared for the past two years and were now virtually non-functional.

The Clerk was instructed to ascertain whether they were still on a rota for clearing.

(ii) Cllr. Andrews said that Gentleshaw School was keen to be involved in maintaining the grassed area opposite the school.

The Clerk was instructed to arrange a meeting with Kevin Yates, the District Council's Parks Manager, which Cllr. Andrews and Cllr. Hemmingsley would attend.

(iii) The Chairman reported that the recently-laid tarmac in Lower Way was melting in the intense heat, possibly because insufficient top dressing was being laid.

The Clerk was instructed to report the problem to Ken Owen, the Divisional Engineer.

(iv) Cllr. Butler said that speeding was still a problem in Upper Longdon. However, a team of volunteers was being trained to monitor the speed of traffic passing through the village.

17. DATE OF NEXT MEETING

Tuesday, September 13th, 2005, in the W. I. Hall, Longdon, commencing at 7. 30 p.m.