

Longdon Parish Council

Minutes of Meeting of Longdon Parish Council held 7.30pm on Tuesday, 8 May 2018 at Longdon WI Hall

Present: **Parish Councillors:** G Duckett, C Webb, P Couchman, H Hulme, A. Cliffe, B. Butler, J Watkins-Smythe, K Taylor
Clerk: Mrs E. Bird.
Public Attendees: 2
Apologies: Cllrs Meere and Fullwood

Min No.	Item	Action
001 001.1	<p>Apologies & Acceptance of Absence Apologies were received and accepted from Cllrs Fullwood and Meere.</p>	
002 002.1	<p>Declarations of Interest There were none.</p>	
003 003.1 003.2 003.3	<p>Chairman to close meeting for public session 2 Members of the Public attended the meeting.</p> <p>A local resident discussed the feasibility of opening a shop in Upper Longdon with Councillors. She wished to gauge the Parish Councillor’s support for a shop in the village. Councillors expressed personal opinions about the benefits and difficulties of opening a shop in the village. They suggested that if she wished to progress the issue she might wish to speak to the local pub landlords to see if they would be willing to host a small shop in their pub.</p> <p>The Planning Applicant for application number 18/00515/FUL Land between 81 – 93, Upper Way, Upper Longdon, Rugeley attended the meeting. She spoke briefly to Councillors about the plans and the materials to be used and responded to Councillors questions about the application.</p>	
004 004.1	<p>Minutes of Monthly Full Council Meeting held 10 April 2018. The minutes were read and approved. Proposed: Cllr H. Hulme Seconded: Cllr C. Webb. It was resolved to approve and accept the minutes of 10 April 2018.</p>	
005 005.1	<p>Matters Arising All matters had been dealt with or were on the agenda except for:</p> <p>424.1 – Land Purchase, Gentleshaw -Cllr Duckett reported that Councillor Mere had submitted the necessary paperwork to Mr Smith at Staffordshire County Council (SCC) regarding the land purchase at Gentleshaw.</p> <p>525.10 – Neighbourhood Pan – It was noted that the external examiner had asked further questions to the Parish Council and Lichfield District Council (LDC) regarding the plan and the responses had been put on the Parish Council’s Website.</p> <p>560.1 - Glebe Field – The Clerk reported she had spoken to Mr Healey and he was happy to clear the path to a width of 1m.</p> <p>Resolved to ask the Clerk to send a purchase order to Mr Healey confirming the width of the path and asking him to complete the work.</p> <p>560.5 – Gateway Features – Cllr Duckett reported that the installation costs were going to be higher than expected at £3k. She said Cllr Tittley had indicated that he would be willing to contribute up to £1,500 to help with the</p>	EB

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	<p>installation costs.</p> <p>Councillors discussed whether to proceed with the project given the cost of the installation but concluded that they would be a welcome addition to the area.</p> <p>Resolved to proceed with the purchase and installation of the Gateway Features.</p> <p>560.6 – Information Boards – Cllr Duckett reported that the information Boards were progressing. Walk 9 needed to be added to the Boards but then they were ready to be ordered.</p> <p>Resolved to note the updates.</p>	
006	Approval of the Annual Governance Statement for 2017 – 2018	
006.1	<p>Councillors reviewed the Governance Statements for 2017-18.</p> <p>Resolved to approve the Annual Governance Statement for 2017-18.</p> <p>The document was signed by the Chair and the Responsible Financial Officer</p>	
007	Approval of the Accounting Statement for 2017 – 2018	
007.1	<p>Councillors reviewed the accounting statement for 2017- 2018.</p> <p>Resolved to approve the accounting statement for 2017 – 2018.</p> <p>The document was signed by the Chair and Responsible Financial Officer.</p>	
008	Planning Applications	
008.1	<p>18/0056/FUL – Freshford, Lower Way, Upper Longdon</p> <p>Councillors felt this was a very large application but recognised the plot was very big.</p> <p>Resolved to ask the Clerk to submit the following comments to LDC 'Softening of this application's appearance through careful landscaping would be appreciated by the Parish Council.'</p>	EB
008.2	<p>18/00515/FUL – Land between 81 – 93, Upper Way Upper Longdon</p> <p>Councillors questioned the applicant who was present at the meeting about the number of cars that would be able to park off road, the Community Infrastructure Levy payment and the height of the application.</p> <p>Resolved to ask the Clerk to submit the following comments to LDC 'Softening of this application's appearance through careful landscaping would be appreciated by the Parish Council.'</p>	EB
009	Outside body representatives feedback	
009.1	Councillors had not attended any Outside Body meetings.	
009.2	<p>Annual Meeting</p> <p>Many Councillors had attended the Parish Council's Annual Meeting.</p>	

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	<p>It was felt that the event had gone well and that thanks should be extended to Cllr Mere for Chairing the event.</p> <p>Councillors discussed the offer from a resident to buy a weight restriction sign from SCC. The Parish did not feel it was appropriate to ask Councillor Tittley to purchase a sign at this time as the resident had not left contact details and it was thought that, at present, he was not a resident in the Parish.</p> <p>Councillor Cliffe reported he had read in the Mercury that Lyes Way Lane was to be closed temporarily for 18 months and Councillors felt it was important to establish whether the bridge on the lane could support the weight of lorries prior to progressing with a weight restriction application.</p> <p>Resolved to</p> <ul style="list-style-type: none"> a) Thank Councillor Meere for Chairing the Annual Meeting, and; b) Ask the Chairman to inform Councillor Tittley, SCC that the Parish Council do not wish to proceed with a weight restriction application for Leys Lane at the moment. 	Cllr Duckett
<p>010 010.1</p> <p>010.2</p>	<p>Communications by the Parish Council</p> <p>Longdon Life Cllr Duckett reported she had met with Glynis Beveridge to discuss the next addition which was due for publication late June/early July.</p> <p>Resolved to ask the Clerk to formally write to Glynis Beveridge to express the gratitude of the Parish Council for all her work on Longdon Life.</p> <p>Parish Newsletter No update.</p>	EB
<p>011</p> <p>011.1</p> <p>011.2</p>	<p>Highways and Open Spaces</p> <p>Councillors agreed to devolve the decision regarding the budget for this Committee to the Finance and General Purposes Committee (Administration Committee)</p> <p>Councillors agreed to change the name of the Highways and Open Spaces Committee to Environment Committee.</p> <p>Resolved to</p> <ul style="list-style-type: none"> a) Devolve the decision regarding the budget for this Committee to the Finance and General Purposes Committee (Administration Committee), and; b) To change the name of the Highways and Open Spaces Committee to the Environment Committee. c) To ask the Clerk to confirm the date of the first meeting with Members. 	EB
<p>012 012.1</p>	<p>Finance and General Purposes Committee</p> <p>Grant request from Longdon Church The Council considered a grant request for £1,000 from the local Church to help with grass cutting costs. Councillors agreed that the Church played a very important part in the Parish Community and that its grounds were considered as part of the BKV Competition.</p> <p>They were concerned that giving the Church £1000 was half of the total grant budget and whilst they very much wished to support the Church they had a very limited amount of money and the Council had to consider a range of needs</p>	

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<p>012.2</p> <p>012.3</p>	<p>and good causes across the Parish.</p> <p>Resolved to reward a grant of £500 to the Church.</p> <p>Councillors discussed changing the name of this Committee.</p> <p>Resolved to rename the Finance and General Purposes Committee as the Administration Committee.</p> <p>Councillors agreed to pencil in Thursday 17 May for the first meeting of the Administration Committee.</p> <p>Resolved to ask the Clerk to confirm the first meeting date.</p>	<p>EB</p>																																				
<p>013</p> <p>013.1</p> <p>013.2</p> <p>013.3</p>	<p>Correspondence</p> <p>Correspondence report from the Clerk</p> <p>The Clerk reported the emails/letters received since the last meeting which had been forwarded to Councillors. No actions were required.</p> <p>Noted.</p> <p>Cricket Club</p> <p>Cllr Taylor reported he had received a letter from a Parishioner regarding a rumour that the Cricket Club was to move or a new one be built on land off Bardy Lane. Councillors had no knowledge of this.</p> <p>Resolved to note the letter and monitor the situation</p> <p>Shavers Lane</p> <p>Cllr Taylor reported he had received correspondence from a local resident regarding problems with potholes, drains, puddles and flooding at the bottom of Shavers Lane</p> <p>Resolved to discuss this at the first meeting of the Environment Committee.</p>	<p>EB</p>																																				
<p>014</p> <p>0014.1</p>	<p>Accounts for Payment</p> <p>The Parish Council were asked to approve the following accounts for payment:</p> <table border="1" data-bbox="280 1458 1331 2056"> <thead> <tr> <th>Payee</th> <th>Invoice No</th> <th>Cheque Number</th> <th>Net</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Longdon Show Committee (Grant Payment)</td> <td>-</td> <td>002202</td> <td>£200</td> <td>-</td> <td>£200</td> </tr> <tr> <td>Came and Company (Insurance ref no 22416194)</td> <td>6604/</td> <td>002203</td> <td>£383.04</td> <td>£45.96</td> <td>£429.00</td> </tr> <tr> <td>G.C.McCulloch (grass cutting)</td> <td>8</td> <td>002204</td> <td>£360</td> <td>-</td> <td>£360</td> </tr> <tr> <td>Lichfield District Council</td> <td>M0007486537</td> <td>002205</td> <td>£368</td> <td>-</td> <td>£368</td> </tr> <tr> <td>Lichfield District Council</td> <td>M0007472619</td> <td>002206</td> <td>£380</td> <td>£76</td> <td>£456</td> </tr> </tbody> </table>	Payee	Invoice No	Cheque Number	Net	VAT	Total	Longdon Show Committee (Grant Payment)	-	002202	£200	-	£200	Came and Company (Insurance ref no 22416194)	6604/	002203	£383.04	£45.96	£429.00	G.C.McCulloch (grass cutting)	8	002204	£360	-	£360	Lichfield District Council	M0007486537	002205	£368	-	£368	Lichfield District Council	M0007472619	002206	£380	£76	£456	
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564.3	(Dog Bin installation and emptying)					
	Lichfield District Council	M0007486540	002207	£251	-	£251
	Warwickshire Community and Voluntary Action	2019026	002208	£144.70	£1.10	£145.80
	Clerk Renumeration April 2018	April Pay	002209	£97.35	-	£97.35
	Clerk's Expenses April	EB.01	002210	£43.05	£8.61	£51.66
	South Staffordshire College	225153	002211	£525.78	-	£525.78
<p>An invoice from the internal auditor, Alan Topliss for £151.44 was received and added to the accounts for payment.</p> <p>It was noted that a Direct Debit Payment of £35 to ICO (ZA177600) was paid on 17.04.18</p> <p>Proposed: Cllr A. Cliffe Seconded: Cllr B. Butler Resolved to approve the accounts for payment</p> <p>Income Received</p> <ul style="list-style-type: none"> The VAT Return for £471.82 from HMRC was received on 05.04.18 The Parish Precept of £25,280 was received on 24.04.18 <p>Noted</p>						
015	Items for Future Meetings					
015.1	Cllr Cliffe requested that Dollymakers Hill be added to the next Environment Committee Agenda.					
016	Date of Upcoming Meetings					
016.1	<p>The following Meeting Dates were noted</p> <ul style="list-style-type: none"> 12 June 2018 Longdon Parish Council Meeting - Cannock Wood and Gentleshaw Village Hall 10 July 2018 Longdon Parish Council Meeting - WI Hall, Longdon 					

The meeting ended at 9.25pm

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