

Longdon Parish Council

Minutes of Meeting of Longdon Parish Council held 7.00pm on Tuesday 8th November 2016 at WI Hall Longdon.

Present: **Parish Councillors;** K Morgan (Chair), N Stanfield, C Webb, K Taylor, P Couchman, J Watkins-Smythe, G Duckett, A Fullwood, H Meere
Parish Councillor Apologies; B Butler, C Kemp
Clerk; H Goodreid
Public Attendees; LDC Cllr Pritchard, 4 members of public

Min No.	Item	Action
310 310.1	Apologies & Acceptance of Apologies Cllr Butler and Cllr Kemp's apologies were accepted.	
311 311.1	Declarations of Interest Cllr Stanfield knows NJP Garden Maintenance.	
312 312.1	Chairman to close meeting for public session <u>Red Hill Cottage</u> - The owner attended the meeting to express his concern that the Parish Council had recommended refusal of his application for the erection of a double garage within the garden of his property. He felt that his application had been dealt with unfairly as his neighbours had carried out similar developments on their land and that nearby there were many field shelters that had been placed permanently on sites without planning permission. Cllr Pritchard obtained his contact details and agreed to take up the matter of the alleged unauthorised stables with the Lichfield District Council's planning enforcement team. Cllr Stanfield also agreed to meet him on site to look at the various developments referred to.	Cllr Stanfield to meeting with applicant
312.2	<u>Field next to Huntsmans Hill</u> - Two residents were concerned that the new fencing that had been erected across this field to enclose the line of footpath no 52 was not in the right position. The residents were also concerned about rumours of possible housing development. Cllr Stanfield informed the meeting that the matter of the footpath had already been referred to the Staffordshire County Council and officers were to carry out a site inspection to determine the line of the footpath having regard to the Definitive Rights of Way Map. In respect of the possible development of this site for housing the residents were advised that the site had been put forward by the owners for development in connection with the preparation of the Lichfield District Local Plan but had been rejected as an undesirable extension to village into the Green Belt and the site was not subject to any current planning applications.	LPC waiting for comments from SCC/LDC on footpath and housing
312.3	<u>Condition of road in front of 78 Upper Way</u> - Mr Clee from this property stated that there are no drains on that side of road and when it rains, there is localised flooding to gardens along that road. Request was for drains in the road on that side of road. In addition, there are two significant potholes opposite his property which have loose ironworks.	LPC to pass to SCC Highways cc Cllr Tittley for their attention.
312.4	<u>Dark Lane</u> - bridleway near new development in Upper Longdon - two field gates along this. Between the two gates, someone is dumping significant amounts of green waste. Cllr Taylor to look at this.	Cllr Taylor to look at this.
313 313.1	Mr Alan White - Chair of Governors, St James School Talked about the change in the future of the school from being under LEA control to being Academies. Would have to join an existing Academy as too small to be one on its own. The school looked at joining the Church of England Trust (St Chads Academy) - this was completed on 1 st September 2016. Other schools in this Academy come from Rugeley, Walsall etc. The partnership is getting stronger and the school is fully staffed. The school is	

Signed: Kevan R. Neal

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313.2	seeking to attain Outstanding at the next OFSTED inspection. Still have a relationship with the local authority e.g. grounds maintenance, dinner ladies, bins etc. Issue came up about the school crossing patrol. The current school crossing will finish in December 2016. Mr White wondered if there could be a designated school crossing area e.g. different coloured tarmac / pelican crossing.	Clerk to write to SCC to confirm possible actions re crossing.			
314 314.1	Minutes of Monthly Full Council Meeting held 11th October 2016. The minutes were read and agreed. Proposed: Cllr Webb; Seconded: Cllr Taylor				
315 315.1	Matters Arising Cllrs still had concerns over the future of the building / Memorial Hall as this did belong to the village. The Club had declined to meet with the Parish Council. Cllr Morgan had written a letter to the Charity Commission seeking clarification on various points.				
316	Planning Applications				
316.1	16/01134/FUL	1 The Grange, Upper Longdon, Rugeley WS15 1PG	Conversion of bungalow into a two-storey dwelling with a single storey extension to the kitchen and garage block.	No Objection	Clerk to make comments. Clerk to make comments.
316.2	16/01075/COU	212 Chorley Road, Burntwood, Staffordshire, WS7 2PQ	Conversion and extension of workshop to form a 2no bedroom dwelling and associated works	Objection as inappropriate development in the green belt	
316.3	16/01161/COU	Land West Of, Hay Lane, Longdon Green, Rugeley	Change of use of agricultural land to a mixed agricultural and equestrian use, the erection of an equestrian barn containing 10 stables, tack room, feed store and the construction of hard standing.	Objection as it would detract from the openness of the Green Belt.	
317 317.1	Precept Discussion Highways and Open Spaces Committee had considered works for 2017/2018. Including an allocation for inflation and small additional areas of work to contracts, it was suggested that projects totalling £9,129 be put to F&GP Committee for consideration.				
317.2	Other projects mentioned included footpath past Bradley Lakes - possible conversion to a cycle path to link to cycle path to Lichfield, and website development.				
317.3	All the costs would be presented to Finance and General Purposes Committee on 22 nd November 2016.				
318 318.1	Outside Body Representative Feedback <i>Cannock Chase AONB annual meeting.</i> Cllr Taylor attended and gave an update.				
318.2	<i>Alms House Trust meeting.</i> Cllr Meere reported that the car park is working well and half of the allotments have been turfed over and				

Signed: Cllr R. Taylor

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318.3	landscaped. All Almshouses are currently tenanted. <i>Longdon Community Group.</i> Cllr Webb reported that they LCG would like to hold Christmas Singalong on 7 th December 2016 in a marquee on Longdon Green in partnership with The Red Lion. This would involve the use of the top end of Longdon Green nearest the Red Lion on which there are bylaws. It was agreed that the Parish council had no objections to the event taking place. H&OS Committee would look at ongoing ownership of Longdon Green.	Cllr Webb to pass back info to LCG H&OS to talk about land ownership
319 319.1	Communications by the Parish Council Cllrs Duckett and Webb to meet with Cllr Kemp re regular submissions to Lichfield Mercury.	Cllrs Duckett, Webb and Kemp to meet
320 320.1	Highways and Open Spaces The Notice Board at High Street / Stockings Lane has gone up.	Clerk to book meeting
320.2	Next meeting will be Tuesday 3 rd January 2017.	
320.3	The hedge on the corner of High Street and A51 has been cut back.	
321 321.1	Finance and General Purposes Committee It was agreed to accept the Code of Conduct as a Body. Proposed: Cllr Duckett; Seconded: Cllr Meere Cllr Duckett to investigate where we stand on whether individuals have to sign.	Cllr Duckett to investigate
321.2	It was agreed to adopt the Standing Orders and Financial regulations as directed. Proposed: Cllr Duckett; Cllr K Morgan	
321.3	It was agreed to adopt the New Councillor Induction documents. Proposed: Cllr Duckett; Seconded: Cllr Fullwood	
321.4	It was agreed that training information be included in the Induction and familiarisation pack for councillors. Proposed: Cllr Duckett; Seconded: Cllr Fullwood	
321.5	It was agreed that the Risk Assessment Register be adopted. Proposed: Cllr Duckett; Seconded: Cllr Webb	
321.6	It was agreed that the Finance and General Purposes Committee monitor and if required, recommend actions to, all sections of the Risk Assessment Register apart from Sections 3 and 4. It was further agreed that Sections 3 and 4 of the Risk Assessment Register be monitored and actions identified to full council, by Highways and Open Spaces Committee. Proposed: Cllr Duckett; Seconded: Cllr Stanfield	
321.7	It was agreed that the Disciplinary and Grievance Procedure be adopted. Proposed: Cllr Duckett; Seconded: Cllr Webb	
321.8	It was agreed that the Parish Council recognises the Trade Union that its employees are members of.	

Signed: Kevin R. Meyer

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	Proposed: Cllr Duckett; Seconded: Cllr Couchman																																																			
322 322.1	Correspondence Email had been received from Janet Allen, Club Secretary of Longdon Club. The email reiterates that the Club saw no reason why they should meet with the parish council and they confirmed all queries regarding the Club be forwarded direct to the club secretary.																																																			
322.2	Email had been received from Paul Drain seeking an experienced gardener (20 hours per week) for The Red Lion. Advert will be put on the parish council website.																																																			
323 323.1	Budget The accounts and budget were considered by Councillors and agreed. It was agreed that virements would need to take place in order to cover some shortfalls and F&GP would look at this at their meeting on 22 nd November 2016. Proposed: Cllr Morgan; Cllr Seconded: Cllr Duckett.																																																			
324 324.1	Remembrance Wreath The parish had a permanent wreath which was traditionally laid at the Church. There is a need for two wreaths for the two sites. Cllr Duckett will be laying the wreath for the parish council at the church and Cllr Taylor will lay the wreath at the school remembrance service.																																																			
324.2	It was agreed to purchase the additional wreath at a cost of £30.00. Proposed: Cllr Taylor; Cllr Webb																																																			
325 325.1	Accounts for Payment The following payments were agreed and approved:																																																			
	<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>Fitzpatrick Woolmer – High Street Notice Board</td> <td>2018</td> <td>£1,037.89</td> <td>£207.58</td> <td>£1,245.47</td> </tr> <tr> <td>Longdon villages grant</td> <td>2101</td> <td>£138.91</td> <td>£ -</td> <td>£138.91</td> </tr> <tr> <td>H Goodreid – purchase of replacement wooden planting barrel</td> <td>2102</td> <td>£34.99</td> <td>£ -</td> <td>£34.99</td> </tr> <tr> <td>Longdon WI – hire of hall for September and October 2016</td> <td>2103</td> <td>£72.00</td> <td>£ -</td> <td>£72.00</td> </tr> <tr> <td>NALC – registration fee for Local Council Award Scheme</td> <td>2104</td> <td>£50.00</td> <td>£10.00</td> <td>£60.00</td> </tr> <tr> <td>NJP Garden Maintenance – installation of stile and posts</td> <td>2105</td> <td>£106.62</td> <td>£ -</td> <td>£106.62</td> </tr> <tr> <td>G C McCulloch – cutting of grass 12 October and Gentleshaw common</td> <td>2019</td> <td>£375.00</td> <td>£ -</td> <td>£375.00</td> </tr> <tr> <td>H Goodreid – stationery and postage expenses</td> <td>2106</td> <td>£97.51</td> <td>£ -</td> <td>£97.51</td> </tr> <tr> <td>H Goodreid – salary October 2016</td> <td>Standing Order</td> <td>£551.20</td> <td>£ -</td> <td>£551.20</td> </tr> </tbody> </table>	Payee	Cheque	Net	Vat	Total	Fitzpatrick Woolmer – High Street Notice Board	2018	£1,037.89	£207.58	£1,245.47	Longdon villages grant	2101	£138.91	£ -	£138.91	H Goodreid – purchase of replacement wooden planting barrel	2102	£34.99	£ -	£34.99	Longdon WI – hire of hall for September and October 2016	2103	£72.00	£ -	£72.00	NALC – registration fee for Local Council Award Scheme	2104	£50.00	£10.00	£60.00	NJP Garden Maintenance – installation of stile and posts	2105	£106.62	£ -	£106.62	G C McCulloch – cutting of grass 12 October and Gentleshaw common	2019	£375.00	£ -	£375.00	H Goodreid – stationery and postage expenses	2106	£97.51	£ -	£97.51	H Goodreid – salary October 2016	Standing Order	£551.20	£ -	£551.20	
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Signed..... *Cllr R. Taylor*.....

Date:..... *10-01-17*.....

	G Duckett – Remembrance Wreath	2096	£25.00	£5.00	£30.00
	Gentleshaw and Cannock Wood hire of hall on 13 th September 2016	2107	£30.00	£ -	£30.00
Proposed; Cllr Morgan; Seconded; Cllr Fullwood					
326	Councillors Reports				
326.1	Cllr Taylor – had been approached by local resident regarding the Windmill Farm as the cow sheds do not appear to have ventilation in them and may have been designed for another use.				
326.2	Cllr Couchman – the bus service is working well to the point that if the bus is running late, they ring and tell so you don't have to wait outside.				
326.3	Cllr Meere – the restaurant has been booked for LPC December 13 th for the Christmas Meal.				
326.4	Cllr Webb – recent power cuts have been due to a bird hitting an overhead cable (long power cut) and the smaller black outs were due to a small fault which has now been fixed. If you have concerns, please call the Western Power Emergency number 105				
326.5	Cllr Webb – Parish Council News: Presentation by Mr Alan White from St James School; Number of planning applications coming forward from the green belt; Dec 7 th sing along on Longdon Green; Proper induction pack and employment procedures now in place; Remembrance Services in place; Western Power update.				
327	Date of Next Council Meeting				
327.1	Finance & General Purposes Committee – 7pm 22 nd November 2016 in WI Hall, Longdon				
327.2	Highways and Open Spaces Committee – 7pm 3 rd January 2017 in WI Hall, Longdon.				
327.3	Longdon Parish Council Meeting – 7pm 10 th January 2017 in WI Hall, Longdon				

The meeting closed at 9.28pm

Signed Kevin R. Jones

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