

MINUTES OF A MEETING OF THE PARISH COUNCIL OF LONGDON HELD  
IN THE W. I. HALL, FORD LANE, LONGDON, ON TUESDAY, APRIL 9<sup>TH</sup> ,  
2013

Present: Cllr. A. J. Juxon (Chairman); Cllr. R. A. G. Clarke; Cllr. P. M. Couchman;  
Cllr. Mrs. H. A. Meere; Cllr. K. R. Morgan; Cllr. M. J. Nash;  
Cllr. K. C. Taylor; Cllr. C. J. Webb; and Cllr. S. K. Welch.

Also present were the Clerk and two parishioners – Mr. Tony Ellis and Mr. Ian Jebb, both of Malthouse Road, Gentleshaw.

The meeting was preceded by a presentation by Graham Price, Managing Director of Brunner and Price Limited, a pub-owning company based outside Chester, on his company's proposals for developing of "The Red Lion on the Green", attended by more than twenty parishioners.

1. APOLOGIES

Cllr. C. D. Cherry.

2. MINUTES OF THE PREVIOUS MEETING

On a motion proposed by Cllr. Taylor and seconded by Cllr. Clarke, the minutes of the previous meeting, held in the Cannock Wood & Gentleshaw Village Hall, Buds Road, Cannock Wood, on Tuesday, March 12<sup>th</sup>, 2013, were approved and signed.

3. PUBLIC PARTICIPATION

The Chairman welcomed Mr. Ellis and Mr. Jebb to the meeting and asked if either wished to address the Council.

Mr. Ellis said that, during the recent spell of wintry weather, there seemed to have been no gritting carried out in Malthouse Road.

He also reported that a digger driven up the far side of Malthouse Road had pushed snow over onto the part of the road which he had just cleared and had not, as he had expected, been driven back down the hill to clear the rest of the road.

It was thought that this was more likely to be a farmer making his way up the hill rather than a contractor commissioned by the County Council to carry out snow clearance, but it was agreed that the Community Infrastructure Liaison Manager should be asked to confirm this at the site meeting later that week.

Mr. Ellis also asked whether the 30 mph speed limit in front of Gentleshaw School could be extended to below the houses in Malthouse Road.

It was agreed that this too should be put to Mr. Rayson, though it was pointed out that a previous attempt to make this change had not succeeded because of the inability of Staffordshire Police to monitor the speed limit effectively.

Mr. Bebb was concerned at the damage being done to the verges in School Lane and Malthouse Road; the Clerk confirmed that the condition of these verges had already been referred to the Highways Authority.

#### 4. MATTERS ARISING FROM THE MINUTES

##### (i) Site Meeting

The Chairman confirmed that the site meeting between representatives of the County Council and the Parish Council would take place in Longdon at 11. 00 a.m. on Thursday, April 13<sup>th</sup>.

Richard Rayson, the Community Infrastructure Liaison Manager, Kevin Wawrzynczyck, the Community Infrastructure Liaison Officer, and County Councillor Frank Lewis would be in attendance, and the Parish Council would be represented by the Chairman, the Clerk, Cllr. Cherry and Cllr. Clarke.

Graham Passey, one of the Parish Church's Wardens, would also be invited.

Matters to be discussed would include the future management of Church Hollow and a cycle path between Longdon and Lichfield.

##### (ii) Community Paths Initiative Bid

The Clerk reported that the Council's bid for funding for two more footpath leaflets under the Community Paths Initiative Bid had now been formally acknowledged.

##### (iii) Donation to Beaudesert Sports Field and Recreation Ground Trust

The Clerk reported that the Council's donation towards the cost of the cradle swing had now been acknowledged in an email from Avril Green, the Trust's Fundraiser.

##### (iv) Pot Holes

Cllr. Nash reported that the pot holes between Ivy House Farm and Laurel Farm had now been filled in, although they were already showing signs of deteriorating.

##### (v) Parking in Layby by Biomet Lorries

Cllr. Taylor reported that he had visited Armitage Shanks the previous week and had been courteously received by Mrs. Sue Ridley, of the Human Resources Department.

She had been sympathetic towards the Council's concern but had explained that her firm had no transport department and that transport was now dealt with by a contractor through the firm's Logistics Department.

Consequently, they had no direct control over delivery vehicles or their drivers, not all of whom were necessarily travelling to Armitage Shanks.

It was suggested that the Council might look into the possibility of having "No Overnight Parking" signs erected, though it was recognised that these might not be observed by non-English-speaking lorry drivers.

Cllr. Taylor asked that the Clerk write to Mrs. Ridley, thanking her for receiving him courteously and treating the Council's concerns sympathetically, and this the Clerk said that he would do.

In turn, the Chairman thanked Cllr. Taylor for acting on behalf of the Council in making the Council's concern known to the company.

(vi) Dispensations

The Clerk reported that he had consulted Bal Nahal, the District Council's Legal Officer, and now felt that the legal requirements imposed on the Council would be met if future agendas included two items, "Declaration of Interests" and "Applications for Dispensation".

In accepting the Clerk's suggestion, Councillors agreed with the Chairman that the ruling principle behind the legislation was already well known to Councillors.

(vii) Neighbourhood Plan

Cllr. Clarke reported that copies of the official notice advising parishioners of the proposal for a Neighbourhood Plan had been posted on all Parish notice-boards and distributed to both schools, all the halls, the two churches and all five public houses.

A number of people had expressed willingness to take part, and he was particularly pleased that amongst those was Neil Vyse, who, apart from being Chairman of the Longdon Village Hall Management Committee, was a Principal Planning Officer with Birmingham City Council whose current remit was Neighbourhood Plans.

(viii) Appointment of School Governor

The Clerk reported that Mrs. Ann Oliver had agreed to be re-nominated as a Governor of St. James C. E. (V. C.) School.

## 5. PLANNING

(i) For Consideration

13/00382/CLE: Mrs. S. A. Horton Certificate of Lawfulness (Existing):  
Hard Standing: Lot 2, Land at Stockings Lane, Longdon

No objections were raised to this application.

(ii) Approved by Lichfield District Council

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

13/00074/FUL: Mr. A. Moore: Erection of a steel-framed cattle shed (Phase 1):  
Benbrook Farm, Stoneywell Lane, Longdon

13/00135/FUL: Mr. A. Moore: Erection of a steel-framed cattle shed (Phase 2): Benbrook Farm, Stoneywell Lane, Longdon

(iii) Refused by Lichfield District Council

The Clerk reported that, since the following meeting, Lichfield District Council had issued the following Notices of Refusal of Planning Permission:

12/00925/OUT: Mr. Nick Stanley: Erection of a dwelling house (Outline: layout and access): Roselyn, Lower Way, Upper Longdon

13/00121/FUL: Mr. S. Oxby: First-floor extension and alterations to form bedroom with en suite: Benvenuto, Bardy Lane, Upper Longdon

(iv) Other Planning Matters

(a) Withdrawal of Application

The Clerk reported that he had received notice of the withdrawal of the following planning application:

13/00157/FUL: Mr. D. Harrison: Erection of a five-bedroom dwelling with integral garage (extension of time for Application No. 10/00423/FUL): Land adjacent to 23 Upper Way, Upper Longdon

This application was withdrawn on 2<sup>nd</sup> April 2013.

6. REPORTS OF MEETINGS

(i) St. James C. E. (V. C.) School, Longdon

Cllr. Taylor reported that he had attended two Governors' meetings, the one of the Finance Committee, the other of the full Governing Body.

However, he was unable to report on these meetings since the business of each had to be regarded as confidential.

(ii) Gentleshaw Primary School

Cllr. Clarke presented a written report on a Governors' meeting which had taken place on March 13<sup>th</sup> and at which the following items had been discussed:

\* following the School's policy of facility development, more equipment had been acquired, all with funds raised by the "Friends and Family" of the School. There was also a new carpet in one of the classrooms.

\* special activities included a "chocolate science" project by Class 3 wherein the children made various chocolate items and visited Cadbury's factory to see production and learn about the marketing. Class 5 had an "electricity" science project and a visit to a power station.

\* the Government's ban on the use of calculators in Maths tests for 11 year olds from 2014.

\* the new guidelines for Governors' school visits and their essential reporting. There will be, later this month, a "Governors' Open Morning" during which Governors will be able to visit all classrooms to familiarise themselves with the School's daily routine and talk to children about what they are learning.

\* the County Council's revised Cabinet Responsibilities resulting in potentially severe dilution of the attention to schools and training. It was decided to write to the County Council expressing the Governors' deep regret at this development and hope that it would soon be rectified.

At the close of the meeting the Head Teacher had given an extensive power-point presentation on a recent performance assessment. This had shown that Gentleshaw School well exceeded national and county performances averages for both boys and girls at all stages and in all subjects. It also excelled in relationships, discipline and organisation. The backing of these figures gave confidence for imaginative teaching.

At the conclusion of his report, Cllr. Clarke said that he had first sought clearance from the Head Teacher, who had raised no objection to any of its contents.

The Clerk added that Councillors could hardly fail to notice the contrast between what Cllr. Clarke reported and what Cllr. Taylor was allowed to report.

## 7. NOTICE OF MEETINGS

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

(i) Lichfield District Parish Forum: Wednesday, April 10<sup>th</sup>, 2013, in the Council Chamber, District Council House, Frog Lane, Lichfield, commencing at 7. 00 p.m.  
Cllr. Cherry, Cllr. Clarke and the Clerk expected to attend.

(ii) Cotton Almshouses Trust: Thursday, April 18<sup>th</sup>, 2013, at the W. I. Hall, Ford Lane, Longdon.

(iii) Community Energy Briefing: Wednesday, April 24<sup>th</sup>, 2013 at the Curborough Community Centre, Lichfield, from 9. 45 a.m. until 12 noon.

(iv) "Managing Carbon and Energy": What are my options?": Tuesday, May 21<sup>st</sup>, 2013, at the University of Salford, from 9. 00 a.m. until 5. 00 p.m.  
Cost: £299 + VAT (£199 early bird rate).

## 8. HIGHWAYS AND FOOTPATHS

### (i) Overgrown Hedges in Stoneywell Lane

The Clerk reported that he had received from Andrew Moore, of Benbrook Farm, Stoneywell Lane, Longdon, a letter dated 26<sup>th</sup> March 2013. in which he complained that no action had been taken in response to his earlier letter regarding overgrown hedges in Stoneywell Lane.

In reply, he had informed Mr. Moore that his complaint had been forwarded to the County Highways Department, who were seeking to establish the owners of the adjoining fields, whose responsibility it was to maintain the hedges.

It was agreed that the matter should be raised at the impending site meeting.

### (ii) Highway Correspondence

The Clerk reported that he had received from Cllr. Mike Maryon, Cabinet Member for Highways and Transport, Staffordshire County Council, a letter dated 18<sup>th</sup> March 2013, regarding the Parish Council's complaint over tardy responses from the County Highway Department to its correspondence.

In it, Cllr. Maryon had said that he had asked the Community Infrastructure Manager, Mary Anne Raftery, to ensure that all outstanding correspondence was answered and that an explanation be given for any undue delay.

Councillors were pleased with Cllr. Maryon's response and noted that his intervention seemed to be having some effect already.

### (iii) Church Hollow and Dark Lane

The Clerk reported that he had received from Richard Rayson, Community Infrastructure Liaison Manager, Highway Unit, Staffordshire County Council, a letter dated 21<sup>st</sup> March 2013, in which he had agreed to discuss both Church Hollow and the potential for a cycle route between Longdon and Lichfield at the forthcoming site meeting.

He had also informed the Council that his Department was currently working on the necessary traffic regulation order for Dark Lane to be closed to through traffic, and he hoped to be in a position to undertake the formal consultation with residents and landowners shortly.

### (iv) Bardy Lane

In a second letter, also dated 21<sup>st</sup> March 2013, Mr. Rayson had informed the Council that his Department was looking at the existing signage at the entrance to Bardy Lane, which did indicate that the road was unsuitable for Heavy Commercial Vehicles, and at measures that reinforced this signage, either by increasing its size or changing the sign face to show a pictorial drawing of a HCV with a line through it.

## 9. GREENS AND OPEN SPACES

### (i) Treework

The Clerk reported that he had received from Graham McCulloch a report dated 9<sup>th</sup> March 2013 in which he had listed work which he had carried the previous week cutting back overhanging bushes and branches, trimming and removing dead branches and trees and removing unnecessary stakes and loosening ties.

## 10. GENERAL ADMINISTRATION

### (i) Review of Standing Orders

A copy of the Revised Standing Orders had been sent by email to each Councillor prior to the meeting, together with a list of suggested amendments.

The Chairman asked all Councillors to give these amendments their careful consideration and be prepared to make a decision on their adoption at the next meeting.

### (ii) Arrangements for Annual Assembly

The Clerk reported that he had received from Matt Storey, Head Teacher, Longdon Hall School, a letter dated 21<sup>st</sup> March 2013, saying that the School would be happy to house the Council's Annual Assembly and that he himself would be happy to provide a presentation for the event.

He had asked how long that presentation should be and when the event was expected to be begin and end.

It was agreed that the business of the meeting should be transacted at the beginning of the evening and that, after a short interval for refreshments, Mr. Storey should then be invited to make his presentation on the work of the School, lasting about half an hour.

It was not clear whether the School's facilities could be used, and this was a detail on which the Clerk would seek Mr. Storey's view.

### (iii) Arrangements for Annual Meeting

The Chairman reminded Councillors that the next meeting of the Council would be preceded by the Annual Meeting, at which the Chairman and Vice-Chairman would be elected for the next twelve months, and he asked them to give some serious thought to whom they wished to vote into those offices, adding that he himself would not be standing for re-election.

## 11. LAW AND ORDER

### (i) Report from OWL

The Clerk reported that he had received warning of two male bogus callers in Hightown and Cannock purporting to be checking the gas supply and stealing jewellery and money after one of them had successfully distracted the resident.

These men were described as in their late 30s or early 40s and wearing blue anorak coats.

A third incident involved an elderly female living in Cannock who had allowed a male into her house on the pretext that he was doing work on trees in her front garden which were damaging the path. Here, too, money had been stolen.

Residents were urged to be aware that these criminal activities were taking place in their locality.

The Clerk added that these emails were filed in a folder kept in the information rack kept in the foyer of Longdon Village Hall for parishioners to read.

## 12. FINANCIAL MATTERS

### (i) Accounts for Payments

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

|  |   |           |
|--|---|-----------|
| *Hazel Crosbie                             | Delivering Longdon Life”  | £ 45. 00  |
| *A. J. Juxon                               | Editor’s Expenses   | £ 15. 00  |
| *G. C. McCulloch                           | Treework as per quotation   | £ 120. 00 |
| Longdon W. I.                              | Hire of Hall - March 21 <sup>st</sup> : £12. 00<br>Hire of Hall – April 9 <sup>th</sup> : £12. 00 | £ 24. 00  |
| Lichfield District Council                 | Annual Charge in respect of Refuse Collection (Gentleshaw Churchyard)                             | £ 207. 75 |
| Lichfield District Council                 | Annual Charge in respect of Refuse Collection (Longdon Churchyard)                                | £ 305. 25 |
| Staffordshire Parish Councils’ Association | Annual Subscription   | £ 383. 00 |
| Community Council of Staffordshire         | Annual Subscription   | £ 22. 00  |
| “LCR”                                      | Subscription  | £ 16. 00  |



(ii) Payments Received

The Clerk reported that, since the last meeting, the Council had received the following payment:

|                            |           |          |
|----------------------------|-----------|----------|
| Western Power Distribution | Wayleaves | £ 38. 91 |
|----------------------------|-----------|----------|

(iii) Current Balances

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

|                               |                       |
|-------------------------------|-----------------------|
| Natwest c/a                   | £2524. 80             |
| <u>less uncleared cheques</u> |                       |
|                               | 1763: £ 24. 00        |
|                               | <u>!767: £ 12. 00</u> |
|                               | £2488. 80             |

(iv) Requests for Grant Aid

The Clerk reported that no requests for grant aid had been received since the last meeting.

(v) Lloyd's Bank Account

The Clerk reported that he had discussed the arrangements for opening a deposit account at Lloyd's Bank with a member of the bank's call centre team, and had been told that each signatory would be required to disclose his full name and date of birth and his address history for the past three years to the month and year, though after fifteen years the history need only be approximate.

Each potential signatory would be the subject of a credit check.

The interest rate was very low, and the account was not accompanied by overdraft facilities.

After considering these details, it was unanimously agreed that there would be no advantage to opening an account with Lloyd's Bank.

13. CORRESPONDENCE SINCE LAST MEETING

(i) The Clerk reported that he had received from Andrew McRae, the newly-appointed Chief Executive of the Staffordshire Parish Councils' Association, an email dated 13<sup>th</sup> March 2013, informing the Council that he hoped shortly to carry out a review of all the energy schemes being offered to communities to see if a 'league table' could be established reflecting best practice and, more significantly, best results.

(ii) The Clerk reported that he had received from Sue Nichols, Chair of Trustees, Stafford District Voluntary Services, an email notifying the Council that the SDVS was currently in negotiation with Staffordshire County Council regarding a move into No. 17 Eastgate Street, Stafford, formerly the home of the County Council's Treasurer's Department.

(iii) The Clerk reported that, in her email, dated 16<sup>th</sup> March 2013, acknowledging the Council's donation towards the cost of a cradle swing, which had now been erected, Mrs. Green had also invited the Parish Council to send a representative to the officially opening ceremony, which, it was hoped, would be performed by Aiden Burley, MP for Cannock Chase.

This would take place on Monday, May 6<sup>th</sup>, at a time to be confirmed, and Cllr. Taylor, the Parish Council's representative on the Trust, said that he would be pleased to attend.

(iv) The Clerk reported that he had received from Anne Walker, Assistant AONB Officer, Cannock Chase AONB Unit, an email dated 19<sup>th</sup> March 2013, informing the Council that the Central Rivers Initiative, a broadly-based partnership representing key interests who were working together to shape and guide the restoration and revitalisation of the river valley between Burton-on-Trent, Lichfield and Tamworth, were looking to recruit an independent chairperson.

(v) The Clerk reported that he had received from Graham Keatley, Senior Business Advisor, Lichfield District Council, an email dated 20<sup>th</sup> March 2013, stating that he had received a few queries concerning the amount of the Parish Precept shown on the Council Tax Demand Notice and consequently was attaching two documents for Councils' information.

These were the Council Tax Resolution 2013/2014 and the Parishes Tax Base and Grant, which the Clerk had forwarded to Councillors.

(vi) The Clerk reported that he had received from Stuart Griffiths, Area Treasurer, Cruse Bereavement Care – South Staffordshire, a letter dated 21<sup>st</sup> March 2013, thanking the Council for its donation of £50. 00.

(vii) The Clerk reported that he had received from Alex Wilkes, Stakeholder Engagement Manager, Western Power Distribution, an undated letter inviting members of the Council to one of his company's six Stakeholder Workshops on WPD's future investment policies for 2015-2023.

#### 14. OTHER COMMUNICATIONS

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

- (i) From Karen Travers, Admin Officer, Electoral Services, Lichfield District Council:

Register of Electors - Notice of Alterations (April 2013).

- (ii) From Heather Gibbons, Democratic, Development and Legal Services, Lichfield District Council:

Forward Plan – Version 1 – Issued 11. 03. 2013 – Effective for the Period 01. 04. 2013 – 31. 07. 2013;

Calendar of Meetings, fortnight ending 7<sup>th</sup> April 2013.

- (iii) From Mark Hooper, Democratic, Development and Legal Services, Lichfield District Council:

Agenda for meeting of the Lichfield District Parish Forum to be held on Wednesday, April 10<sup>th</sup>, 2013;  
Minutes of meeting of the Lichfield District Parish Forum held on Thursday, January 17<sup>th</sup>, 2013.

- (iv) From Michaela Plant, Licensing Assistant, Democratic, Development and Legal Services, Lichfield District Council:

Licensing Act Applications registered during w/e 8<sup>th</sup> March 2013;  
Licensing Act Applications registered during w/e 15<sup>th</sup> March 2013;  
Licensing Act Applications registered during w/e 22<sup>nd</sup> March 2013;  
Licensing Act Applications registered during w/e 29<sup>th</sup> March 2013.

- (v) From Asmita Kathrani, Infrastructure Delivery and Monitoring Co-Ordinator, Development, Plans and Implementation, Democratic, Development and Legal Services, Lichfield District Council:

“Supporting Communities Neighbourhood Planning 2013-15”.

- (vi) From Jan Wright, Administration Assistant, Lichfield & District Community & Voluntary Support:

S3SN – E Bulletin – Issue No. 9/13 – 7<sup>th</sup> March 2013;  
S3SN – E Bulletin – Issue No.10/13 – 14<sup>th</sup> March 2013;  
S3SN – E Bulletin – Issue No.11/13 – 21<sup>st</sup> March 2013;  
S3SN – E Bulletin – Issue No.12/13 – 28<sup>th</sup> March 2013.

- (vii) From Sandra Cooper, Chief Executive, South Staffordshire Citizens Advice Bureau:

Newsletter for Elected Representative – March 2013.

- (viii) From The Communication Team, Staffordshire Council:

“Lichfield marketing firm gets backing from county loans fund”.

- (ix) From The Staffordshire Parish Councils’ Association:

- Supported Lodgings Scheme;
- Weekly Update (14<sup>th</sup> March 2013);
- Weekly Update (20<sup>th</sup> March 2013).

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

“LCR”: Spring 2013, Volume 65, No. 4.

(xi) From The Rural Services Network, Tavistock, Devon:

Weekly Email News Digest – 11<sup>th</sup> March 2013;  
Weekly Email News Digest – 18<sup>th</sup> March 2013;  
Weekly Email News Digest – 25<sup>th</sup> March 2013;  
“Follow the Rural Services Network”.

(xii) From Action for Market Towns:

“How a Town Alive Award helped these towns and can help you”;  
“Getting to Grips with Localism and the Community Rights”:  
Wednesday, 22<sup>nd</sup> May 2013, Sturminster, Devon.

(xiii) From The Secretary, Cannock Wood and Gentleshaw Village Hall  
Management Committee:

Minutes of meeting held on 25<sup>th</sup> February 2013;  
Agenda for meeting to be held on 25<sup>th</sup> March 2013.

(xiv) From The Ordnance Survey:

PSMA Newsletter – March 2013.

(xv) From Getmapping, Hartley Wintney, Hants.:

Parish Online Newsletter – March 2013.

(xvi) From David Pott, Project Leader, Two Saints Way Project:

March Update.

(xvii) From The Open Spaces Society:

“Open Spaces”: Volume 30, No. 6, Spring 2013.

(xviii) From Queensbury Shelters, Farlington, Portsmouth:

Forty Years of Supplying Shelters for Local Councils.

(xix) From Wayne Ormrod, Go Shelters Ltd., Southport:

Parish Bus Shelters.

(xx) From Notts Sports, Lutterworth, Leics.:

Welcome to Marley Sport & Play.

(xxi) From Lamps & Tubes Illumination Ltd., Chesham, Bucks.:

How about this illuminated Union Jack for your events this summer?  
Warehouse Clearance Sale 2013.

(xxii) From Simon Wright, Tennyson Insurance, Chichester, West Sussex:

Helping voluntary groups in your town or parish.

(xxiii) From Inclusive Play Ltd., Edinburgh:

Introducing our new fast track delivery service.

(xxiv) From eibe:

Ribinia – a new world of play.

(xxv) From Independent Memorial Inspection, Nottingham:

Cenotaph Cleaning 2013.

## 15. DOCUMENTS

The following documents were available for Councillors to consult:

- (i) “LCR”: Spring 2013, Volume 66, No. 4;
- (ii) “Open Spaces”: Volume 30, No. 6, Spring 2013.

## 16. ANY OTHER URGENT BUSINESS

(i) Cllr. Taylor reported that there was a broken grid cover outside Russell Bank whose jagged edges could present a hazard to passing ramblers.

He would make the opportunity to call on the householder to warn him of the danger.

## 17. DATE OF NEXT MEETING

Tuesday, May 14<sup>th</sup>, 2013, in the W. I. Hall, Ford Lane, Longdon, commencing at 7. 30 p.m.

