

LONGDON PARISH COUNCIL

MINUTES OF THE **COUNCIL MEETING** held in W I Hall, Ford Lane, Longdon, on Tuesday 9th December 2014

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

Clerk: Mrs C Dillow
County Councillor Mr M Tittley

No.	Item	Action
1.	<p>To receive apologies: Apologies were received from: Cllr. C.D. Cherry & Cllr B. J. Butler; Cllr P. Couchman</p>	
2.	<p>To consider approving and signing minutes of the Full Parish Council meeting on 11th November 2014 The minutes were approved and signed as a true and accurate record.</p> <p>It was noted there was a spelling mistake on item 5 of the minutes breeding should read breeding. This was amended and signed by the Chairman.</p>	
3.	<p>Declaration of Personal & Prejudicial interest in any item on the agenda <i>(Note member should notify Monitoring officer within 28 days if not already)</i> None received.</p>	
4.	<p>To receive any requests for dispensation None received.</p>	
5.	<p>Public Participation: Members of the public are invited to address the Council on any issue over which it has a power.</p> <p>Cllr Martyn Tittley informed the council that he had awarded the Longdon Guides with a further grant of £500.00 toward on-going costs and advised the council it is welcome to apply for any funding for next year.</p>	
6.	<p>Matters arising from the minutes of 11th November 2014</p> <p>Cllr Juxon commented on the hedge outside the first property in Church Hill Cllr Webb reported he had spoken with the owners and they had replied saying they were very busy. Clerk has written second letter and the hedge has now been cut.</p> <p>Cllr Clarke thanked Cllr Morgan for his broadband article in Longdon Life</p>	
7.	<p>To receive summary of outstanding actions – Appendix A The clerk tabled a list of outstanding actions for Cllr's information. It was noted and approved, clerk to remove completed actions and update the register. Cllr Morgan suggested dates of when letters are sent be added in the comments column for future list.</p>	Clerk
8.	<p>Planning - To consider any planning applications received, including:-</p> <ul style="list-style-type: none"> ➤ 14/01095/FUL – Mr T Wright – Land rear of Windmill Farm, Stockings Lane, Upper Longdon, Rugeley – Variation of condition no 2 relating to alterations to openings and change in angle of side canopy due to engineering and operational reasons. <p>It was RESOLVED to raise no objection to the variation.</p> <p>Planning Decisions received from Lichfield District Council -</p> <ul style="list-style-type: none"> ➤ 14/00780/FUL – Fairview, Commonsides, Gentleshaw – Demolition of existing dwelling and erection of a replacement 3 bedroom dwelling. – GRANTED 	

9.	<p>Reports of Meetings –</p> <ul style="list-style-type: none"> • Longdon neighbourhood plan update – to receive the Chairman’s report. <p>The clerk reported that no report had been received from the Chairman for the meeting, Cllr Morgan gave a verbal report and it was noted the group have been tasked with working on various sections to enable a draft plan to be produced in the new year.</p> <ul style="list-style-type: none"> • H&OS meeting 2nd December 2014 <p>Cllr Welch gave a verbal report, Cllr Tittley to be sent copy of draft minutes and working group to draw up list of outstanding issues and prioritise work.</p> <ul style="list-style-type: none"> • F&GP Meeting 4th December 2014 <p>Cllr Clarke gave a verbal report, it was noted the committee are currently assessing outstanding commitments and budget requirements for FY15</p> <p>Councillor Tittley commented that the County Council could be facing revenue cuts of up to 10% for the next financial year. This could affect our parish in a number of ways, ranging from some reduction in public services to a cut in the annual precept which funds the activities of the Parish Council.</p> <ul style="list-style-type: none"> • Meetings of other organisations attended / to be attended by Councillors <p>Cllr Taylor gave a short report on St James School Governors meeting, it was noted the PTA had raised £700.00 at the Christmas Fair.</p> <p>Cllr Taylor reported he had attended the Cannock Chase AONB visitor and management strategy workshop. It was noted they are trying to increase tourism and are trying new ideas to generate business (list of organisations attached to original minutes).</p> <p>Cllr Webb gave a report on the Longdon Committee Group, it was noted tickets are on sale for the Christmas Carol event on 17th December and the group are offering two village events for 2015, a village summer ball and an informal dance, venues to be determined.</p> <p>Cllr Clarke reported he is attending Gentleshaw School to carry out a Health & Safety Audit with the Acting Head Teacher. It was noted Miss Homes the class 5 teacher is leaving and will be sadly missed.</p>	
10.	<p>Future Projects for FY15 –</p> <ul style="list-style-type: none"> • To receive ideas from Cllr’s for future projects to be included in FY15 budget <p>The following ideas were suggested and discussed and it was agreed further investigation would be required including costs -</p> <ol style="list-style-type: none"> 1. Cllr Clarke – Access High Street to Brook End 2. Cllr Webb – Car Pools 3. Cllr Welch – Longdon Green 4. Cllr Morgan LDC & SCC agenda themes 5. Cllr Meere – Provision of Playground / Playing Field 6. Cllr Clarke – School Lane, Gentleshaw 7. Cllr Clarke – Mobile Medical Facilities 8. Cllr Clarke – Parish Council Office <p>It was felt that for the Parish to thrive the Council should be exploring ways in</p>	

	<p>which the community can organise itself better to create solutions for issues such as public transport, well-being and social care. Volunteering and self-help could be stimulated and organised through future Parish Council initiatives. It was noted that Parish Councils were likely to be more important in the future and could possibly be used to deliver services currently delivered by larger bodies. It was agreed the Council should continue discussions with Dr. Rosemary Chadwick to explore opportunities to bid for public funds to improve amenities and services across the Parish.</p>	
11.	<p>General Administration –</p> <ul style="list-style-type: none"> To receive recommendation from F&GP committee for amendment to standing order (Appendix A - financial regulations (d)) To receive copies of other council's standing orders for comparison as recommended by the F&GP committee (for review at a future meeting) <p>These items were not discussed, clerk to add to next agenda.</p>	
12.	<p>Grant requests –</p> <ul style="list-style-type: none"> To receive any grant requests through the Clerk <p>None received.</p> <ul style="list-style-type: none"> To review donation given to Beaudesert Toddle & Tumble <p>The clerk reported she had received an email from the group thanking the parish council for its donation, stating the grant would be used toward room hire. It was RESOLVED clerk to write letter to the group (for audit trail) explaining that the council are not allowed to fund room hire and as per their application form awarded the grant with the understanding it was to be used toward equipment. It was RESOLVED terms and conditions for future grant applications to be sent out with application forms and uploaded to the council's website.</p>	Clerk
13.	<p>Councillor Reports (for information only / further actions and decisions must be included on next agenda)</p> <p>Nothing further to report.</p>	
14.	<p>Clerks report -</p> <ul style="list-style-type: none"> To receive any correspondence and circulars (Appendix B) <p>This was received for information, no further action required.</p>	
14.	<p>Accounts -</p> <ul style="list-style-type: none"> To approve the accounts for payment – (Appendix C) <p>It was RESOLVED the accounts are approved for payment as at Appendix C subject to cheque number 001940 not being paid. Cllr Taylor reported he was not aware that the Parish Council had authorised the work and Lichfield District Council should have provided a quotation and an official order should have been raised. The Council had not received the quotation from the Neighbourhood Planning Group and therefore not approved the work. Cllr Clarke reported that Lichfield District Council have now accepted the grant variation and will investigate the matter further. Clerk to add the item to the January agenda for further discussion.</p>	RC Clerk
15.	<p>A.O.B</p> <p>It was noted the grit bin on Red Hill had been hit by a truck and there is a street light out in Borough Lane.</p>	
16.	<p>Communications -</p> <ol style="list-style-type: none"> Contributions from Cllr M Tittley Strategic Discussion Christmas Wishes 	

17.	Date and Venue of next meeting	
	Tuesday 13 th January 2015 – Full Council.	

The Chairman declared the meeting closed at 21.50pm

Appendix B – Clerks Correspondence as at 9th December 2014

- Staffordshire Wildlife Trust autumn / winter magazine
- To receive any other correspondence for information

Correspondence circulated via email –

- Neighbourhood Watch Ebola email scam
- Weekly email digest news 10/11
- Rural vulnerability service – rural broadband
- LDC Parish Forum meeting 22/01/15 – Cllr Clarke to attend
- Weekly email digest news 17/11
- Calander of meetings to 14/12/14
- SPCA bulletin 21st November
- SPCA bulletin 27th November
- Weekly email digest news 24/12
- E Bulletin 37/14
- E Bulletin 38/14
- Neighbourhood watch December newsletter
- Rural opportunities bulletin 3/12
- Weekly email digest news 2/12
- SPCA bulletin 5th December

Payments for Approval on 9th December 2014 – Appendix C

Payment Ref	Payee	Description	£ Amount
001936	Beaudesert Toddle & Tumble	Grant funding paid at 11 th November meeting	100.00
001937	Mrs H Crosbie	Delivery of Xmas LL	45.00
001938	Staff	Employees salary & expenses for October (Stamps for LL invoices)	417.76
001939	Mr R Clarke	Remembrance Wreath	10.00
001940	Lichfield District Council	NHP Evidence Base / Proofing & Printing	1174.39

Chq number 001933 from the meeting of 11th November 2014 has been cancelled and re-issued as chq no 001939 as the payee was made out incorrectly.

Bank Reconciliation up to 9th December 2014

Cash Book

Opening Balance	£8303.00
Receipts	£21735.15
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	£30038.15
Less Payments	£14997.46
TOTAL	£15040.69
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Bank Account

Current Account	£15050.69
Less un-presented Chqs	£ 10.00
TOTAL	£15040.69