

## Longdon Parish Council

### Minutes of Meeting of Longdon Parish Council held 7.00pm on Tuesday 10<sup>th</sup> March 2020 at Cannock Wood & Gentleshaw Village Hall

**Present:**           **Parish Councillors:** H Hulme, G Crowe, J Watkins-Smythe, C Stevens  
**Other Councillors:**, County Cllr. Martyn Tittley, District Cllr. Rob Strachan  
**Clerk:** C E Gracey  
**Public Attendees:** None  
**Other:** Anna Nixon Staffordshire Wildlife Trust  
**Councillor Apologies:** T Johnson

Min No.	Item	Action
270 270.1	<p><b>Appointment of Acting Chairman for the meeting or Chairman until the AGM in May 2020</b></p> <p><b>Resolved:</b> Cllr. Helen Hulme will chair this meeting.</p>	
271 271.1	<p><b>Apologies &amp; Acceptance of Absence</b></p> <p>Cllrs. T Johnson tendered his apologies.</p>	
272 272.1	<p><b>Declaration of Interest</b></p> <p>None reported</p>	
273 273.1	<p><b>Chairman to close the meeting for the public session – this will be limited to 15 minutes (5 minutes per speaker)</b></p> <p>No public present</p>	
274 274.1	<p><b>Wildlife Seed Meadow</b></p> <p>The Chairman introduced Anna Nixon from Staffordshire Wildlife Trust who Commented on the proposed trial wildlife seed meadow in Longdon, she described the procedure – to hay cut after 15<sup>th</sup> July leave the cuttings on the ground for several days then remove by raking &amp; plant the seed. She recommended a general perennial seed or general annual seed, the latter would require planting every year. She confirmed that the meadow would take 5 – 10 years to mature. Members discussed the procedure and concluded that a small area would be trialled on land off Berkley Way junction Beech Way off Church Way and that a site visit would be arranged to determine the area to be trialled. Anna confirmed that she would email the details of the recommended seed to the clerk.</p> <p><b>Noted</b></p>	
275 275.1	<p><b>Council Minutes: To confirm as a correct record the Minutes of the Meeting of Council held on 11<sup>th</sup> February 2020</b></p> <p>The minutes of the Monthly Full Council Meeting held on 11<sup>th</sup> February 2020 were approved as a correct record. <b>It was resolved to approve &amp; accept the minutes of the 11<sup>th</sup> February 2020 as a correct record. Proposed by Cllr. Craig Stevens seconded by Cllr. John Watkins-Smythe and carried.</b></p>	

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<b>276</b>	<b>Matters Arising:</b>	
276.1	238.1 The clerk confirmed that she had sent a reminder to Seedy Mill Golf Club, but no response had been received, she will follow up again.	CEG
276.2	District Cllr. Rob Strachan commented on an update from Lichfield DC, if there are 25 or more in the Parish affected by flooding properties then there are financial benefits to the householders.	
276.3	Members discussed the guidelines as regards the coronavirus and agreed to continue with planned meetings unless the advice changes or members become ill.	
<b>276</b>	<b>Website</b>	
276.1	Members discussed the website and the proposals put forward by Mr Eric Roy and agreed that a meeting will be arranged for councillors who wish to attend & the clerk with Mr Roy on a suitable date.	CEG
<b>277</b>	<b>Outside Body Representatives Feedback</b>	
277.1	Nothing to report	
<b>278</b>	<b>Environment Issues</b>	
278.1	Information Boards – Cllr. Helen Hulme (Acting - Chair) commented that the artwork for the boards has been compiled and approved by all parties, the boards are now being manufactured and the installation date is 23 <sup>rd</sup> March 2020	
278.2	Grass cutting – Members discussed the tenders submitted for the 2020-21 grounds maintenance, it was agreed that the present contractor would continue at the same cost as this year.	
278.3	Wild Seed Meadow -As discussed in matters arising with Anna Nixon.	
278.4	Best Kept Village – Cllr. Helen Hulme(Acting-Chair) commented that following the Community Forum on the 3 <sup>rd</sup> March 2020, the parish council are committed to entering the competition. Members discussed the tidying up of the parish as part of the Great British Clean Up which would help with the appearance of the parish for the competition. Members discussed the	

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	gateway signage which is in need of cleaning, the grounds maintenance contractor will be asked if he can carry out this work and a cost obtained.	
278.5	Dog Bins – 4 new ones to replace existing, the clerk will follow up the work.	CEG
278.6	Great British Clean Up – The Parish have signed up to take part Members agreed the date as 28 <sup>th</sup> March 2020 10am meeting @ Longdon Village Hall, dependant on numbers of volunteers Longdon, Longdon Green & Gentleshaw would be litter picked. The clerk will download a poster from the website and ask for volunteers to sign up a budget of £50 was agreed for the equipment required. The clerk will contact Lichfield DC and ask if they will collect the bags of rubbish following the event.	CEG
<b>279</b>	<b>Planning</b>	
279.1	20/00257/FUH 7 Brook End Longdon – single storey extension to front – concerns loss of amenity(parking), change of street scene	
279.2	20/00273/FUH 9 St. James Close Longdon – single storey extensions to rear – no objections	
279.3	20/00301/FUH Cagliari Lower Way Upper Longdon- single storey infill extension to front to form porch, single storey extension to rear with terrace installed above to serve 1 <sup>st</sup> floor – no objections	
279.4	20/00211/FUH Thatched Cottage Hill Top Rugeley – Erection of 4 car garage with granny flat over & 3 car detached garage – no objections	
<b>280</b>	<b>Highways &amp; Open spaces</b>	
280.1	Footpath 73 – no further information available remove from agenda	CEG
<b>281</b>	<b>Correspondence</b>	
281.1	<p>The clerk confirmed that all correspondence received by email was forwarded to Councillors for their information. Including the following:</p> <ul style="list-style-type: none"> <li>• Amended artwork from Estates Signs &amp; Print Ltd emailed to Council 12<sup>th</sup> February 2020</li> <li>• Email from Val Passey about forthcoming events in the parish emailed to Council 12<sup>th</sup> February 2020</li> <li>• Website message from resident re Stocking Lane Upper Longdon reported to Staffs CC &amp; Severn Trent emailed to Council 17<sup>th</sup> February 2020</li> <li>• Website message from resident re Borough Lane reported to Staffs CC emailed to Council 17<sup>th</sup> February 2020</li> <li>• Email from Mr Eric Roy regarding the proposed changes to the website, to be discussed at the council meeting of the 10<sup>th</sup> March 2020</li> <li>• Staffordshire Fire &amp; Rescue draft safety plan 2020-2024 consultation emailed to Council 19<sup>th</sup> February 2020.</li> <li>• NATWEST Bank letter regarding the mandate submitted to change signatures emailed to Council 19<sup>th</sup> February 2020</li> <li>• Email from NatWest acknowledging the bank mandate submitted emailed to Council on the 20<sup>th</sup> February 2020</li> </ul>	

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	<ul style="list-style-type: none"> <li>• SPCA Bulletin dated 20<sup>th</sup> February emailed to Council on the 20<sup>th</sup> February 2020</li> <li>• Email from Staffs CC re Grass cutting &amp; weed control emailed to Council on the 24<sup>th</sup> February 2020.</li> <li>• Details of Spring tours of Lichfield from Lichfield DC emailed to Council on the 25<sup>th</sup> February 2020</li> <li>• Details on managing Cannock Chase emailed to Council 4<sup>th</sup> March 2020</li> <li>• Email from the editor of LL emailed to Council 4<sup>th</sup> March 2020</li> <li>• Ground force dates for 2020 emailed to Council 4<sup>th</sup> March 2020</li> <li>• Email from K. Edwards re hedgerow on Stockings Lane emailed to Council 4<sup>th</sup> March 2020</li> <li>• Details of visitors guide from LDC emailed to Council 4<sup>th</sup> March 2020</li> <li>• Amended details of the Information Boards Emailed to Council 5<sup>th</sup> March 2020</li> <li>• SPCA Bulletin dated 5<sup>th</sup> March 2020 emailed to the Council 5<sup>th</sup> March 2020</li> <li>• SPCA Bulletin dated 9<sup>th</sup> March 2020 emailed to Council 9<sup>th</sup> March 2020</li> <li>• Email from LDC re HS2 emailed to Council 9<sup>th</sup> March 2020</li> </ul>	
<b>282</b>	<b>Finance</b>	
282.1	Asset Register – Members considered that the listed items should be checked before approval.	
282.2	Risk Assessment – An updated copy was given to Members to consider before approval.	
282.3	Accounts up to 29 <sup>th</sup> February 2020 proposed by Cllr. John Watkins-Smythe seconded by Cllr. Helen Hulme (Acting -Chair) and carried.	
<b>283</b>	<b>Accounts for payment</b>	
	Approval of the following payments were considered by Council:	
283.1	<p>C E Gracey Clerk March salary - £429.50 approved</p> <p>C E Gracey Clerk February expenses ink cartridge, photocopying &amp; postage - £24.85 approved</p> <p>WCAVA Clerks salary March PAYE - £114.00 approved</p> <p>SPCA Cllr. Training course x 2 - £40 approved</p> <p>G C McCulloch reposition notice board, fix new posts, remove tree branches @ Gentleshaw £432.00 approved</p> <p>Cut Well work on trees @ Upper Longdon £900.00 approved</p> <p><b>Resolved</b> proposed by Cllr. John Watkins-Smythe seconded by Cllr. Helen Hulme (Acting Chair) and carried.</p>	
<b>284</b>	<b>Items for future meeting</b> - To consider items for inclusion on future agenda (no decision will be taken on this item)	
284.1	County Cllr. Martyn Tittley confirmed that he will be stepping down in May 2021.	

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<b>285</b> 285.1	<b>Councillor vacancies in the parish</b>		
285.2	<ul style="list-style-type: none"> <li>• Co-option – The clerk will write to the unsuccessful applicant about the points he had raised regarding the decision</li> <li>• Reduction in Councillor numbers – no further information from LDC</li> </ul>	CEG	
<b>286</b> 286.1	<b>Swan with Two Necks Public House</b>		
	<ul style="list-style-type: none"> <li>• Asset of Community Value – awaiting details to complete forms</li> </ul>	CEG	
<b>287</b> 287.1	<b>Electrical work at Gentleshaw &amp; School Parking on verges</b>		
	Cllr. Craig Stevens showed members a plan displaying the work required on the land, more information to come		
<b>288</b> 288.1	<b>Dates of upcoming meetings</b>		
	<p>The following meeting was agreed</p> <ul style="list-style-type: none"> <li>• 14<sup>th</sup> April 2020 7pm @ WI Hall</li> <li>• 21<sup>st</sup> April 2020 Parish Assembly 7pm @ WI Hall</li> <li>• 12<sup>th</sup> May 2020 AGM @ WI Hall</li> </ul>		
	<b>The meeting ended at 8.50pm</b>		

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