

Longdon Parish Council

**Minutes of Council Meeting of Longdon Parish Council held 7.00pm on Tuesday 12th January 2021
7pm delivered on ZOOM.**

Present: **Parish Councillors:** H Hulme, J Watkins-Smythe, C Stevens, T Johnson, G Crowe, G Owens
Other Councillors: None
Clerk: C E Gracey
Public Attendees: Richard Cox
Councillor Apologies: District Cllr. Rob Strachan, Cllr. Helen Hulme submitted a reason for late arrival.

Min No.	Item	Action
375	Apologies & Acceptance of Absence	
375.1	District Cllr. Rob Strachan submitted his apologies.	
376	Acting – Chairman for the Meeting	
376.1	Cllr. Craig Stevens chaired the meeting– he opened the meeting & welcomed everyone to tonight’s meeting.	
377	Declarations of Interest	
377.1	None	
378	Chairman to close the meeting for the public session – this will be limited to 15 minutes (5 minutes per speaker)	
378.1	No comments	
379	Council Minutes: To confirm as a correct record the Minutes of the Meeting of the Council held on 10th November 2020	
379.1	Resolved that the minutes of the Monthly Full Council Meeting held on 10 th November 2020 were approved as a correct record, proposed by Cllr. John Watkins-Smythe seconded by the Chairman and carried.	
380	Matters Arising:	
380.1	<p>360.1 Health & Safety Issues on Lysway Lane: HGV traffic on Lysways Lane, the clerk will chase up Staffs CC who were going to carry out a traffic survey, to determine vehicle use & speeds. Overgrown trees causing a narrowing of the roadway, reported to SCC, subsequently closed with comments of landowner responsibility.</p> <p>360.2 Brook at Longdon Green blocked with rubbish & debris causing the road to flood. Cllr. Trevor Johnson commented that a farmer had offered to clear the blockage, Council agreed for the farmer to be contacted & a quotation obtained.</p> <p>365.1 Dog Fouling & Sheep worrying – Signs have been re-ordered & Cllr. Trevor Johnson will fix.</p> <p>367.1 Asset Register – Member discussed the items on the register and it was agreed that the Chairman would revamp the document, Cllr. Greg Owens asked if the clerk could find out what regulatory/minimum items should be included on the register.</p> <p>373.5 Thank you letter to resident for clearing the footpath in Upper Longdon, the clerk confirmed that a letter had been sent.</p>	<p>CEG</p> <p>Cllr. Trevor Johnson</p> <p>Cllr. Trevor Johnson</p> <p>CEG</p> <p>Cllr. Craig Stevens</p>

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381	Planning	
381.1	20/001477/FUH Single storey side & rear extension @ Homeleigh. Lower Way Upper Longdon – no objections/comments	
381.2	20/ 01579/FUH Erection of timber garden room & installation of swimming pond (Retention of part work already completed) @ Freshford Upper Way Upper Longdon – no objections/comments	
381.3	20/01604/FUH Installation of swimming pool in rear garden & Cagliari Lower Way Upper Longdon – no objections/comments	
382	Outside Body Representatives Feedback	
382.1	None attended – nothing to report	
383	Environment Issues	
383.1	<ul style="list-style-type: none"> • Dog Fouling – Public rights of Way Dogs on leads – notices still not arrived – as discussed in matters arising 	
383.2	<ul style="list-style-type: none"> • Greens @ Longdon Green – deferred until the next meeting 	
383.3	<ul style="list-style-type: none"> • Gully Emptying – within the Parish deferred until the next meeting 	
383.4	<ul style="list-style-type: none"> • Wild Seed Meadow – deferred until the next meeting 	
383.5	<ul style="list-style-type: none"> • BKV – deferred until the next meeting 	
383.6	<ul style="list-style-type: none"> • Public Rights of Way – stiles – deferred until the next meeting 	
384	Co-option to the Council	
384.1	Members discussed individually the 2 residents who applied for co-option to the council, both candidates were accepted. The clerk will contact them both & forward the appropriate paperwork, upon acceptance, both will be present at the next council meeting on 9 th February 2021	CEG
385	Finance	
385.1	Asset Register – as discussed in matters arising	
385.2	Risk Assessment – Deferred until the next meeting	
	Cllr. Helen Hulme joined the meeting at 20.15pm	
385.3	<p>Budget 2021-22 – Members considered the budget compiled by the Chairman, and agreed to various amendments including £500 added to the ground maintenance budget to include additional grass cutting from the pavement to the A51 running from the entrance of the church car park to the northern junction of Brook End.</p> <p>Resolved to approve the Budget for 2021-22 with the provision that £10,000 of the reserved funds will be earmarked for community projects, to be discussed & agreed in the future, proposed by Cllr. John Watkins-Smythe seconded by Cllr. Trevor Johnson & carried.</p>	

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385.4	Precept 2021-22 – Members discussed and unanimously agreed that due to financial impact of Covid 19 there would no increase on the precept for the forthcoming financial year	
385.5	Grant application from Lea Hall Brass Band to consider – Members discussed the application & agreed to decline the application because this takes place outside of our Parish area, and that we only normally award £250 per grant.	
386	Correspondence	
386.1	<p>The Clerk confirmed that all correspondence received by email was forwarded to Councillors, including the following:</p> <ul style="list-style-type: none"> • SPCA Bulletin dated 5th November 2020 emailed to Council 5th December 2020 • LDC information on lockdown guidance emailed to Council 5th December 2020 • SPCA Training Program for 2021 emailed to Council 5th November 2020 • LDC Sustainability Appraisal Scoping Report November 2020 emailed to Council 9th November 2020 • District Cllr. Rob Strachan with information on planning applications emailed to Council 10th November 2020 • SPCA Bulletin dated 12th November 2020 emailed to Council 12th November 2020 • Response from resident re: Lysways Lane emailed to Council 14th November 2020 • LDC media release re: Ridware House Fire emailed to Council 14th November 2020 • SCC 'Happy at Home 'campaign update emailed to Council 16th November 2020 • SCC Highways email re additional grass cutting emailed to Council 17th November 2020 The clerk has asked Staffs CC if we can have the additional 2 cuts in the forthcoming season, awaiting a reply. • SCC Highways details of road traffic closure on Stockings Lane Longdon in January 2021, emailed to Council on 18th November 2020 • SPCA Bulletin dated 19th November 2020 emailed to Council 19th November 2020 • Email from a resident regarding Borough Lane emailed to Council 20th November 2020. The bollard, which was knocked down 2 years ago & is lying in the flood water has been reported previous by the Almshouse Trust, the clerk has reported it again attaching the report to the previous report. As a follow up, SCC have been contacted & we are awaiting an approximate date when the work will be carried out. • Support Staffordshire details of seminars re transforming Trent Valley emailed to Council 22nd November 2020 • SPCA AGM details emailed to Council 22nd November 2020 • Staffordshire Libraries update on services emailed to Council 23rd November 2020 • SCC Highways response to problems at Longdon Green emailed to Council & resident emailed to Council 26th November 2020 • SPCA Bulletin 26th November 2020 emailed to Council 26th November 2020 • SPCA letter attached from Cllr. Victoria Wilson Staffs CC re: Covid 19 emailed to Council 27th November 2020 	

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- LDC details of Covid 19 testing emailed to Council 30th November 2020
- SCC details of consultation on Special Educational Needs & Disabilities Strategy 2020-2025 emailed to Council 1st December 2020
- SPCA Bulletin dated 3rd December 2020 emailed to Council 3rd December 2020
- Cannock Chase AONB Newsletter dated 4th December 2020 emailed to Council 4th December 2020
- SSC Amey Contractors details of statutory consultation re: proposed parking restrictions on Buds Road Gentleshaw, emailed to Council 8th December 2020
- Email from resident re: Housing Survey flyer delivered to residents in the parish, emailed to Council 9th December 2020
The Parish Council has put a notice on the website refuting any connection with the Pegasus Group, and having no knowledge this survey. Lichfield District Council have been contacted through our District Cllr. Rob Strachan & they have no knowledge of the company or the survey. Longdon Parish Council have written to Pegasus Group regarding the survey and the use of our name and also referring them to our Neighbourhood Plan.
- Email from resident re: public right of way which is impassable, emailed to Council 9th December 2020 **A precise location is required to report the problem to Staffs CC, the clerk has contacted the resident & awaiting a reply**
- SPCA Bulletin 10th December 2020 emailed to Council 10th December 2020
- Email from resident re: Housing Survey emailed to Council 10th December 2020
- Response email from resident 1 re: Housing Survey emailed to Council 12th December 2020
- Email from Almshouses Trust re: nomination of trustees emailed to Council 12th December 2020 **The Chairman commented about Cllr. Gladys Crowe being the nominated trustee, Cllr. Gladys Crowe confirmed that she will become the second Gentleshaw Councillor to comply with the Almhouse Trust ruling, the was agreed.**
- Response email from resident 2 re: Housing Survey emailed to Council 12th December 2020
- LDC Christmas bin collection emailed to Council 14th December 2020
- Support Staffordshire email with details of Transforming Trent Valley emailed to Council 16th December 2020
- SPCA Bulletin 17th December 2020 emailed to Council 17th December 2020
- LDC Email from the Council Leader on Covid Tier 3 emailed to Council 18th December 2020
- Keep Britain Tidy information emailed to Council 18th December 2020 **The Chairman commented that he was keen to pursue a community litter pick at regular intervals, once the covid 19 restrictions were lifted.**
- LDC Funding opportunities emailed to Council 18th December 2020
- LDC Christmas Card emailed to Council 22nd December 2020
- LDC Notification of repair to notice board O/S Village Hall emailed to Cllr. Hulme on 22nd December 2020.

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<p>387 387.1</p>	<ul style="list-style-type: none"> • SPCA Bulletin dated 24th December 2020 emailed to Council 24th December 2020 • Email from a resident re: cycle path on A51 emailed to Council 27th December 2020 Members discussed the proposal and agreed that it was a matter for Staffs CC, the clerk will contact the resident. • Email from a resident re: joining the council emailed to Council 29th December 2020 • Email from SCC with information on Covid 19 Tier 4, emailed to Council 31st December 2020. • Grant application from Lea Hall Brass Band emailed to Council 31st December 2020 • SPCA Bulletin dated 31st December 2020 emailed to Council 31st December 2020 • Completed application form for co-option from a resident emailed to Council 1st January 2021. • Email from a resident, thanking parishioners who have cleared a footpath in the parish, emailed to Council 1st January 2021. 	
<p>388 388.1</p>	<p>Accounts for Payment:</p> <p>Approval of the following payments were considered by the Council: C E Gracey Clerk's December salary £441423 – approved C E Gracey Clerk's November & December expenses £123.25 – approved Benhill Press (NR.7 walk leaflet printed) £149.00 – approved Mazars LLP (External audit 2019-20) £240.00 – approved G Crowe (Reimbursement of plants & compost cost) £72.46 - approved WCAVA (Payroll fees December) £116.80 – approved C T & L Marshall (Reimburse funds paid to us in error 4/12/20) £642.00 – approved C E Gracey(Clerk's January salary) £441.23 – approved Resolved that the payments be made proposed by Cllr. Trevor Johnson, seconded by Cllr.John Watkins-Smythe & carried</p>	<p>CEG</p>
<p>389 389.1</p>	<p>Asset of Community Value – Swan with 2 Necks PH</p> <p>Cllr. Trevor Johnson confirmed that the application form has been completed and is with the clerk for submitting, proposed by the Chairman seconded by Cllr. John Watkins-Smythe & carried. The council thanked Cllr. Trevor Johnson for all his hard work in this matter.</p> <p>Commemorative Bench in the Parish</p>	<p>CEG</p>
<p>390 390.1</p>	<p>Members discussed the purchase or the dedication of an existing bench to commemorate all past servicing councillors. Proposed by Cllr. John Watkins-Smythe seconded by the Chairman and carried.</p>	
<p>391 391.1</p>	<p>Website – Update</p> <p>The Clerk confirmed that the all the information received from organisations & businesses has been uploaded to the website, however responses from contacted people are still outstanding</p>	

	9.00pm The Chairman requested a 15 minute extension, this was agreed.		
392	Communication		
392.1	Cllr. Greg Owens commented on his concept to introduce a email distributed newsletter, Member discussed the proposal & asked him to produce a proforma with content for more discussion at the next meeting.	Cllr. Greg Owens	
393	Items for Future Meeting: To consider items for inclusion on future agenda (no decision will be taken at this time)		
393.1	Clearance of footpath alongside A51		
394	Dates of upcoming meetings		
394.1	The following meeting was agreed <ul style="list-style-type: none"> • 9th February 2021 on ZOOM details to be confirmed • 9th March 2021 on ZOOM details to be confirmed 		
	The meeting ended at 9.15pm		

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