

Longdon Parish Council

**Minutes of Council Meeting of Longdon Parish Council held 7.00pm on Tuesday 13th October 2020
7pm at W I Hall Ford Lane Longdon.**

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: None
Councillor Apologies: None

Min No.	Item	Action
340	Apologies & Acceptance of Absence	
340.1	None	
341	Acting – Chairman for the Meeting	
341.1	Cllr. Craig Stevens chaired the meeting – He opened the meeting & welcomed new councillor Mr. Greg Owens to Longdon Parish Council.	
342	Declarations of Interest	
342.1	None	
343	Chairman to close the meeting for the public session – this will be limited to 15 minutes (5 minutes per speaker)	
343.1	None	
344	Council Minutes: To confirm as a correct record the Minutes of the Meeting of Council held on 13th July 2020	
344.1	Resolved that the minutes of the Monthly Full Council Meeting held on 8 th September 2020 were approved as a correct record, proposed by the Chairman seconded by Cllr. Helen Hulme and carried.	
345	Matters Arising:	
345.1	238.1 Reported to Staffs CC reference 4203630, to confirm the details- Blocked drain on Lysways Lane causing flooding – no work carried out	
	327.1 Resident cleared the debris from the brook whilst participating in the Great British September Clean. The rubbish was removed with the litter bags by LDC. The clerk will follow up whose responsibility the brook is.	CEG
	314.1 Signage purchased for public rights of way, not received, the clerk will follow up.	CEG
	333.3 The event was a success but there were comments that the litter pick was needed more frequently, more earlier advertising of the event.	
	334.1 HGV vehicles using Upper Longdon as a cut through, the clerk will follow up Staffs CC for the use of a radar device & pursue a weight restriction on the road	CEG

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	342.1 Members discussed delivering the meeting virtually & agreed to hold a trial meeting shortly & then use ZOOM for all future meetings for the foreseeable.	CEG
346	Planning	
346.1	20/01209/FUH Longworth Court Dark Lane Longdon – Replacement of all external windows & doors to like for like. - no objections/comments.	
346.2	20/00666/FUL Land at Cherry Orchard Farm Stafford Road Longdon – Retention of use of land as residential caravan site for 1nr. Gypsy family including 1 touring caravan, 1 static caravan & 1 amenity building, septic tank, hardstanding area & access – Objections inappropriate development in the green belt with no special circumstances, non-conformity of the local plan -nothing to support gypsy status – no provision for freshwater – does not represent good design.	
346.3	20/01167/FUL Hanch Farm Lysways Lane Hanch Lichfield – Conversion of out building to form 1nr. Dwelling along with the erection of 2 storey rear extension to existing farmhouse & provision of hard standing parking area – no objections/comments	
346.4	20/01299/COU Land to the East of Tithe Barn Lane Gentleshaw – Change of use to dog walking field – Members require more information before a decision is reached.	CEG
346.5	20/01085/FUL Windy Ridge Common Side Gentleshaw – Demolition of existing dwelling to be replaced by erection of a 4 bedroom dwelling & associated works – no objections/comments	
347	Outside Body Representatives Feedback	
347.1	None attended – nothing to report	
348	Environment Issues	
348.1	Dog Fouling – Dogs on leads, Cllr. Helen Hulme confirmed that the signage purchased has not arrived as yet, the clerk will follow up.	CEG
348.2	Great British Clean Up – as discussed in item 5 – Members discussed a more frequent clean - up & decided to carry out the work quarterly commencing in March 2021. Thank you to all the volunteers and LDC for removing the rubbish & fly tipping.	
348.3		
348.4	Romany Travellers Visit – Longdon Green – Cllr. Trevor Johnson commented on the process of adverse possession order which is pursued by a compilation of support information showing that the land has been maintained by a group. Cllr. Trevor Johnson will compile a summary of his findings for the next meeting along with the legal review costs.	
349	Highways & Open Spaces	
349.1	HGV's driving through Upper Longdon, the clerk will follow up Staffs CC for the radar device and also the possibility of a weight restriction on Upper Way	CEG

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<p>350 350.1</p>	<p>Finance</p> <ul style="list-style-type: none"> • Asset Register for amendment & approval – Cllr. Helen Hulme commented that the assets & considered associated risks should be monitored by the clerk & brought to Council’s attention on a monthly basis for amendment & approval. • Risk Assessment for approval – As discussed above. • Budget 2020-21 – Members discussed the budgeted amount against the expenditure & agreed to re-define the budget amounts for approval at the next meeting. • Grant application from CW&GVH – This application has been applied for by letter a copy of the application form has been forwarded to the applicant for completion & consideration at the next meeting. • Grant application from St. James PTFA £250 awarded proposed by Cllr. Helen Hulme seconded by the Chairman & carried. 	<p>CEG CEG</p>
<p>350 350.1</p>	<p>Correspondence</p> <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 3rd September 2020 emailed to Council on 3rd September 2020 • LDC notification of the passing of former Councillor Tony Nicholls emailed to Council on 3rd September 2020 • Email from resident regarding Wild Seed Meadow emailed to Council 6th September 2020 • LDC notification of the passing of former Cllr. Doug Constable emailed to Council 10th September 2020 • LDC notification of the passing of former Cllr. David Leighton Bailey MA emailed to Council 10th September 2020 • Response from the editor of LL with comments emailed to Council on 10th September 2020 • SPCA Bulletin dated 10th September 2020 emailed to Council 10th September 2020 • LDC reminder on Parish Forum seminar emailed to Council 11th September 2020 • HS2 details of webinar on HS2 Archaeology Fradley to Crewe emailed to Council 16th September 2020 • SPCA Extra bulletin emailed to Council 16th September 2020 • LDC email on preferred site for the proposed leisure centre emailed to Council on 16th September 2020 • LDC Parish Forum 17th September details emailed to Council 18th September 2020 • SPCA Bulletin dated 17th September 2020 emailed to Council 18th September 2020 • LDC details of the Leisure Centre reopening emailed to Council 18th September 2020 • Email from resident following the Great British September Clean emailed to Council 22nd September 2020 • Staffs CC email with attached letter re Cannock Chase AONB emailed to Council 22nd September 2020 • LDC email listing funding opportunities emailed to Council 23rd September 2020 • SCC email from Cabinet Member for Highways & Transport emailed to Council 24th September 2020 • SPCA Bulletin dated 24th September 2020 emailed to Council 24th September 2020 • Lovetts Estate Agents response to advertising boards emailed to Council 24th September 2020 • SPCA response to legal advice queries emailed to Council 27th September 2020 • SPCA response to query raised on legal advice emailed to Council 29th September 2020 • SPCA details of planning seminar emailed to Council 29th September 2020 	

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	<ul style="list-style-type: none"> • Staffs CC Fire & Rescue Service details of Safety Plan 2020-2024 emailed to Council 29th September 2020 • LDC email regarding a seminar on TTTV emailed to Council 29th September 2020 • SPCA Bulletin dated 1st October 2020 emailed to Council 1st October 2020 • Mazars LLP Completed AGAR 2019-20 & completion notice, emailed to Council 2nd October 2020 • SPCA response from NALC on advice request emailed to Council 2nd October 2020 • SCC Highways Dept response regarding gully emptying emailed to Council 2nd October 2020 • CW&GVH Application form for grant emailed to Council 2nd October 2020 • Tim Hemmingsley SCC comments on gully emptying emailed to Council 3rd October 2020 • ICO latest news emailed to Council 3rd October 2020 • SPCA reminder of available places on training seminars emailed to Council 6th October 2020 • SPCA Bulletin dated 8th October 2020 emailed to Council 8th October 2020 • LDC CILS report 2019-20 completed by clerk & returned 8th October 2020 • LDC update on parish forum emailed to Council 10th October 2020 	
351	Accounts for payment	
351.1	<p>Approval of the following payments were considered by Council: C E Gracey Clerk October salary - £500.28 approved C E Gracey Clerk August expenses (litter picking equipment, photocopying & postage) - £33.03 approved WCAVA Clerks (payroll fees for October) - £117.00 approved G C McCulloch (Ground maintenance September) £360.00 approved Lichfield DC (Repair 2 notice boards) £510.00 Craig Stevens (Reimbursement of hedgerow cutting along the A51) £70.00</p> <p>Resolved proposed by Cllr. John Watkins-Smythe seconded by Cllr. Helen Hulme and carried.</p>	
352	Asset of Community Value – Swan with 2 Necks PH	
352.1	Cllr. Trevor Johnson commented that this matter is progressing well & ongoing.	
353	Trustee Vacancy for Longdon Alms House’s Committee	
353.1	Members discussed the vacancy, Cllr. Gladys Crow expressed an interest, Resolved that Cllr. Gladys Crowe is Longdon Parish Council representative on the committee - proposed by Cllr. Helen Hulme seconded by the Chairman & carried.	
354	Council Vacancies	
354.1	New councillor in attendance, remove this item from the agenda	
355	Items for Future Meeting: To consider items for inclusion on future agenda (no decision will be taken at this time)	
355.1	Cllr. John Watkins-Smythe commented on a proposed commemorative bench for deceased former councillors, it was agreed to discuss this at the next meeting.	CEG
355.2	Website – Cllr. Helen Hulme asked the clerk to check the application forms & documents to ensure they are compliant & up to date also the contact details for the organisations within the parish are correct.	CEG

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355.3	Cllr. Trevor Johnson commented on gullies within the parish, the A road gullies are checked, flushed & repaired on an annual programme, other roads are every 2 or 3 years. A cost to flush around 80 gullies a day is £650 plus £200 to remove & take away the waste. Members discussed the ongoing problem with blocked gullies causing flooding, this will be discussed at the next meeting.	
356	Dates of upcoming meetings	
356.1	<p>The following meeting was agreed</p> <ul style="list-style-type: none"> • 10th November 2020 on ZOOM details to be confirmed • No planned meeting in December. 	
	The meeting ended at 9.00pm	

Signed.....

Date:.....