

Longdon Parish Council

Minutes of Council Meeting of Longdon Parish Council held 7.00pm on Monday 13th July 2020 at Swan with 2 Necks Longdon

Present: **Parish Councillors:** H Hulme, J Watkins-Smythe, C Stevens, T Johnson, G Crowe
Other Councillors: District Cllr. R Strachan
Clerk: C E Gracey
Public Attendees: None
Councillor Apologies: None

Min No.	Item	Action
306	Apologies & Acceptance of Absence	
306.1	None	
307	Acting – Chairman for the Meeting	
307.1	Cllr. Craig Stevens chaired the meeting	
308	Chairman to close the meeting for the public session – this will be limited to 15 minutes (5 minutes per speaker)	
308.1	No public present	
309	Declaration of Interest	
309.1	None	
310	Council Minutes: To confirm as a correct record the Minutes of the Meeting of Council held on 9th June 2020	
310.1	Resolved that the minutes of the Monthly Full Council Meeting held on 9 th June 2020 were approved as a correct record, proposed by Cllr. John Watkins-Smythe seconded by Cllr. Helen Hulme and carried.	
311	Matters Arising:	
311.1	<p>238.1 Flooding in Lysways Lane as discussed at the last meeting. A resident has contacted the council regarding flooding following heavy rain, a blocked drain in the vicinity of Woodside & debris near the drains preventing the water to escape. This has been reported to Staffs CC reference 4203630, Cllr. Helen Hulme checked the area following the report but there was no sign of flooding although there is debris in the vicinity of the drains</p> <p>277.1 Website revamp – Cllr. Craig Stevens(Acting Chairman) commented that the work is ongoing, photographs supplied by councillors have been passed on for consideration.</p> <p>296.2 Notice boards – A meeting was held with Lichfield DC & Members and additional work was agreed to rectify the problems. This has now been completed & Members agreed to pay the invoice.</p> <p>302.1 NATWEST Complaint – the Clerk confirmed that the bank had upheld the complaint, firstly the submitted mandate to include additional councillors had been processed & the council had not been notified, secondly the Council had requested statements and this request had not been processed.</p>	

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	<p>300.8 Land know as Cherry Tree Orchard – no update at present.</p> <p>306.1 Longdon Community Group – Cllr. Trevor Johnson updated the meeting on the proposal to install a play area at the rear of the club on Brook End, this proposal will be put forward to the committee of the club at their next meeting by Cllr. Johnson on behalf of the Group & will update Council at the next meeting.</p> <p>307.1 Swan with 2 Necks PH Asset of Community Value – Cllr. Trevor Johnson commented that he was experiencing difficulty in getting the information on the property, nothing was coming up on a search of land registry and he had paid for a search with a private company but the wrong property was located, he was awaiting further information from the company.</p>	
312	Planning	
312.1	20/00527/FUH 2 storey side extension to form kitchen & bedroom with ensuite at Fern Bank Commonsides Gentleshaw – no objections/comments	
313	Outside Body Representatives Feedback	
313.1	Nothing to report	
314	Environment Issues	
314.1	Wild seed meadow – this matter is on hold under the present time, however it was noted that children are using the designated area for play and it may be necessary to consider another area.	
314.2	Dog Fouling – Dogs on leads – Members discussed both concerns in great detail and agreed to order additional signage for both problems	CEG
314.3	Great British Clean Up – Another date has been set for the event & Members agreed to propose Saturday 19 th September 2020 @ 10am -12pm meeting at the Village Hall to clean up Longdon, this will now be publicised for residents to volunteer and considered at the next meeting. It was agreed that refreshments would be made available for volunteers following the clean up.	CEG
315	Highways & Open Spaces	
315.1	Additional work has been carried out on Phase 1a & 1b of the Gateway scheme and this is now complete.	
315.2	Cllr. John Watkins-Smythe commented that the hedge long A51 from/to both entrances to Longdon village should be cut on regular basis, Members agreed & a quote will be obtained on behalf of residents for consideration at the next meeting.	CEG
316	Funding for Council Projects	
316.1	Cllr. Trevor Johnson commented on the parish council applying for available funding to carryout community projects inline with other similar councils. Members discussed funding Cllr. Helen Hulme commented that the Council have previously unlocked funding to carry out small project such as the	

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	recently installed information boards. To apply for funding a designated project needs to be agreed with details & cost before an application can be submitted.	
317	Longdon Community Group	
317.1	Cllr. Trevor Johnson commented that the consideration to provide a Community Shop has now been put on hold, whilst a site is considered.	
317.2	Play area in Longdon was discussed in matters arising	
318	Correspondence	
318.1	<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 4th June 2020 emailed to Council 4th June 2020 • SPCA Bulletin dated 11th June 2020 emailed to Council 14th June 2020 • LDC information about making the High Street safe emailed to Council 14th June 2020 • LDC notification of work carried out emailed to Council 15th June 2020 • Resident reported dead tree that needs attention emailed to Council 15th June 2020 • SPCA course on the role of councillors emailed to Council 15th June 2020 • Telephone call from a resident re co-option emailed to Council 15th June 2020 • Email from resident regarding community shop emailed to Council 15th June 2020 • SPCA bulletin dated 18th June 2020 emailed to Council 18th June 2020 • Email from Marie Curie Emergency Appeal emailed to Council 19th June 2020 • Email from resident re co-option emailed to Council 23rd June 2020 – information had been sent to the resident but no response has been received, the clerk will follow up. • SPCA Courses for Councillors & Clerk emailed to Council 24th June 2020 • SPCA Bulletin dated 25th June 2020 emailed to Council 30th June 2020 • SPCA Extra Bulletin dated 26th June 2020 emailed to Council 30th June 2020 • SPCA Bulletin dated 30th June 2020 emailed to Council 30th June 2020 • Website message from resident re: Greenbelt land off A51 developed without permission emailed to Council 30th June 2020, replied to resident with details as the Council have at present – District Cllr. Rob Strachan commented on the present position, although a planning application has been submitted, it was incomplete and has been returned to the applicant for further information, this information has not yet been received, Enforcement Officers are visiting the site regularly & no further work has been carried out. • Website message from resident re: Flooding on Lysways Lane Longdon Green, drain blocked with debris reported to Staffs CC 30th June 2020 ref:4203630 • Email from Longdon Show Committee re: grant awarded for the show emailed to Council 30th June 2020 – the Show has been cancelled for this year. • Email from Monitoring Officer LDC re: the proposed update to the Code of Conduct, emailed to Council 2nd July 2020. • SCC update on library services emailed to Council 3rd July 2020 • Update on the Great British Clean up emailed to Council 4th July 2020 • LDC notification about parking in Lichfield emailed to Council 4th July 2020 • LDC Letter dated 3rd July 2020 emailed to Council 6th July 2020 • Email from resident walking along Upper Way, heavy speeding traffic, emailed to Council 9th July 2020 – Members discussed the problem & agreed to ask Staffs CC for a signage audit to consider the existing signage. 	
319	Finance	
319.1	Asset Register – Members considered that the listed items should be checked before approval.	

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319.2	Risk Assessment – An updated copy was given to Members to consider before approval.	
319.3	Accounts up to 30 th June 2020 proposed by Cllr. John Watkins-Smythe seconded by Cllr. Craig Stevens (Acting-Chairman) & carried.	
319.4	To approve clerk 's inclusion on bank mandate proposed by Cllr. John Watkins-Smythe seconded by Cllr. Helen Hulme & carried.	CEG
319.5	Standing orders 2020-21 approval proposed by Cllr. Helen Hulme seconded by Cllr. Craig Stevens (Acting Chairman) & carried	
319.6	Financial Regulations – to be amended to include internet banking & general donations of a nominal amount of £25, these amendments will be made for approval at the next meeting	CEG
320	Accounts for payment Approval of the following payments were considered by Council:	
320.1	C E Gracey Clerk July salary - £429.50 approved C E Gracey Clerk June expenses (ink cartridge, photocopying & postage - £6.03 approved WCAVA Clerks payroll fees for June - £117.300 approved LDC Re-corking of notice boards - £714.00 approved G C McCulloch grass cutting £720.00 approved C E Gracey flexitel top up - £20.00 approved WCAVA payroll fees for July - £114.00 approved Resolved proposed by Cllr. Craig Stevens(Acting Chairman) seconded by Cllr. Helen Hulme and carried.	
321	Council Vacancies	
321.1	Cllr. Trevor Johnson commented on the need to publicise the work of the parish council, re-engage with our community to hopefully encourage residents to join the council. The Clerk will review what is included on the website more frequently.	CEG
322	Items for future meeting - To consider items for inclusion on future agenda (no decision will be taken on this item)	
322.1	Cllr. John Watkins-Smythe commented on the hedgerow as noted in item 315.2	CEG
322.2	Cllr. Craig Stevens (Acting-Chairman) commented on a planning application for Gentleshaw which he would update council on, following a decision by planning committee at LDC.	
323	Dates of upcoming meetings	
323.1	The following meeting was agreed <ul style="list-style-type: none"> 8th September 2020 venue to be confirmed 	
	The meeting ended at 8.25 pm	

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