

## Longdon Parish Council

**Minutes of Meeting of Longdon Parish Council held 7.00pm on Tuesday 11<sup>th</sup> February 2020 at W I Hall Longdon**

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

Min No.	Item	Action
251 251.1	<p><b>Appointment of Acting Chairman for the meeting or Chairman until the AGM in May 2020</b></p> <p><b>Resolved:</b> Cllr. Craig Stevens will chair this meeting.</p>	
252 252.1	<p><b>Apologies &amp; Acceptance of Absence</b></p> <p>Cllrs. G Crowe, R Strachan, M Tittley all tendered their apologies.</p>	
253 253.1	<p><b>Declaration of Interest</b></p> <p>None reported</p>	
254 254.1	<p><b>Chairman to close the meeting for public session -this will be limited to 15 minutes (5 minutes per speaker)</b></p> <p>Mrs Jane Wilkinson commented on her property, In November a tree situated in Church Hollow fell into her garden taking her fence with it, she contact the county council, district council &amp; parish council, &amp; St. James Church, no one would accept responsibility for the tree that had come down and also the trees in Church Hollow which are also old &amp; covered in ivy. The Parish Council reported the incident to Staffs CC, an inspector from their contractor Amey visited and said that a team would come and remove the tree &amp; the debris. After a given period of time she decided to get her own contractor to cut and remove the fallen tree. During the week-end of the storm 2 bowers came down and fell into her garden she decided to cut them up and put them back where they had come from in Church Hollow. However no one will accept responsibility for the trees in Church Hollow which require checking at least and probably work. The clerk will check with Lichfield District Council if there are any TPO's on the trees and report the matter to Staffs CC.</p> <p><b>The Chairman closed the public session at 7.15pm</b></p>	CEG
255 255.1	<p><b>Council Minutes: To confirm as a correct record the Minutes of the Meeting of Council held on 7<sup>th</sup> January 2020</b></p> <p>The minutes of the Monthly Full Council Meeting held on 7<sup>th</sup> January 2020 were approved as a correct record. <b>It was resolved to approve &amp; accept the minutes of the 7<sup>th</sup> January 2020 as a correct record. Proposed by Cllr. Craig Stevens (Acting Chairman) seconded by Cllr. Trevor Johnson and carried.</b></p>	

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<b>256</b>	<b>Matters Arising</b>	
256.1	238.1 Proposed wild seed meadow in Longdon, advice from the Wildlife Trust, a representative will attend the March meeting to speak to Council on this matter	
256.2	238.2 The clerk confirmed that the work has been completed.	
256.3	238.3 The clerk confirmed that she had contacted Seedy Mill Golf course but had not received a response, she will follow it up.	CEG
<b>257</b>	<b>Website</b>	
257.1	Members discussed the website and the associated costs given to upgrade, Cllr. Helen Hulme proposed that the site be upgraded by the present website administrator seconded by Cllr. John Watkins-Smythe and carried	CEG
<b>258</b>	<b>Outside Body Representatives Feedback</b>	
258.1	Nothing to report	
<b>259</b>	<b>Environment Issues</b>	
259.1	Information Boards – Cllr. Helen Hulme showed her drawings of the proposed boards and outlined the proposed amendments, councillors commented that the boards were good and thanked Cllr. Hulme for putting them together. The expenditure has already been approved and Cllr. Helen Hulme proposed going ahead seconded by Cllr. Craig Stevens(Acting Chairman) and carried. The amendments have been passed to Estates Signs & Print and the proposed artwork has been forwarded to Cannock Chase ANOB fund provider for approval.	
259.2	Grass cutting – The clerk confirmed that 3 tenders have been sent out for the 2020-21 season but only 1 has replied, the existing contractor with costs similar to 2019-20	
259.3	Trees rear of 9 St. James Way – discussed in public participation	
259.4	Trees on Upper Way – Members discussed the 2 quotations received and agreed to appoint the 2 <sup>nd</sup> contractor.	CEG
259.5	Wild Seed Meadow -As discussed in matters arising.	CEG
259.6	Best Kept Village – Cllr. Helen Hulme commented that although an email was received about the forthcoming competition with a link to a website, no further information is to hand at present. Members discussed organising a Community Forum to attain public opinion about the competition and also the Great British Clean up, it was agreed to hold the forum on Tuesday 3 <sup>rd</sup> March 2020 @ WI Hall from 7pm. Information on the forum to be put on the website, notice boards and all community groups to be notified.	
259.7	Post Office Closure – Members discussed the public consultation held by Post Office Ltd, the information in on our website.	
259.8	Dog bins – Members discussed the cost of the bins to be replaced and it was proposed to replace the bins with plastic ones proposed by Cllr. John Watkins-Smythe seconded by Cllr. Craig Stevens(Acting Chairman) and carried	CEG

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<p><b>260</b></p> <p>260.1</p> <p>260.2</p> <p>260.3</p> <p>260.4</p> <p>260.5</p> <p>260.6</p> <p>260.7</p>	<p><b>Planning</b></p> <p>20/00023/FUH Single storey extension to detached residential annexe @ Windmill Bank Cottage Windmill Bank Gentleshaw – no objections/comments</p> <p>20/00024/FUH Demolition of existing conservatory and erection of new single storey orangery @ Stone Cottage Chapel Lane Gentleshaw – no objections/comments</p> <p>20/00018/FUH Retention of front boundary entrance gate @ Mill Bank Cottage Stockings Lane Upper Longdon – no objections/comments</p> <p>20/00091/FUH Loft conversion to form bedroom with ensuite, installation of roof lights, erection of entrance canopy@ Broomy Barn Broomy Fields Hay Lane Longdon Green – no objections/comments</p> <p>20/00126/FUH 2 storey extension to side &amp; single storey extension to rear @ The Old Lawn Lysways Lane Hanch Lichfield – no objections concerns over the size of the proposal.</p> <p>20/00181/FUH Demolition of flat roof car port &amp; erection of detached 3 bay garage @ Tithe Barn Cottage Tithe Barn Lane Gentleshaw – no objections</p> <p>20/00074/FUL Change of use from agricultural land to churchyard @ Christ Church Chapel Lane Gentleshaw – no objections</p>	
<p><b>261</b></p> <p>261.1</p> <p>262.1</p>	<p><b>Highways &amp; Open spaces</b></p> <p>A51 Footpath impassable &amp; trees/hedgerows overgrown – work carried out and the footpath is cleared.</p> <p>Footpath 73 – no further information available</p>	
<p><b>262</b></p> <p>262.1</p>	<p><b>Correspondence</b></p> <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>• Staffs CC January Newsletter emailed to Council 2<sup>nd</sup> January 2020</li> <li>• SPCA Bulletin dated 2<sup>nd</sup> January emailed to Council 2<sup>nd</sup> January 2020</li> <li>• LDC Parish Forum Presentation document on the Code of Conduct email to Council 8<sup>th</sup> January 2020</li> <li>• Staffs CC Legal Information about FP73 emailed to Council 9<sup>th</sup> January 2020</li> <li>• LDC Published plan email to Council 13<sup>th</sup> January 2020</li> <li>• Resident message on website re overgrown trees, shrubs, hedgerows &amp; potholes at Stockings Lane, Brereton Hill Lane High Street &amp; Grange Hill details emailed to Council 13<sup>th</sup> January 2020</li> <li>• SPCA Bulletin dated 23<sup>rd</sup> January emailed to Council 24<sup>th</sup> January 2020</li> <li>• Email from Post Office Ltd &amp; Rob Strachan about consultation on the closed post office emailed to Council 29<sup>th</sup> January 2020</li> <li>• SPCA Bulletin dated 30<sup>th</sup> January emailed to Council 30<sup>th</sup> January 2020</li> </ul>	

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	<ul style="list-style-type: none"> <li>Information on the Great British Spring Clean emailed to Council 30<sup>th</sup> January 2020</li> <li>Information on notice boards &amp; quote for dog bins from LDC emailed to Council 3<sup>rd</sup> February 2020</li> <li>Quotation for information boards from Estates Signs &amp; Print Ltd emailed to Council 3<sup>rd</sup> February 2020</li> <li>Artwork for Information Boards from Estates Signs &amp; Print Ltd emailed to Council 3<sup>rd</sup> February 2020</li> <li>SPCA Bulletin dated 6<sup>th</sup> February emailed to Council 6<sup>th</sup> February 2020</li> </ul>	
<b>263</b>	<b>Finance</b>	
263.1	Budget 2020-21 Proposed by Cllr. John Watkins-Smythe seconded by Cllr. Craig Stevens (Acting Chairman) and carried.	
263.2	Asset Register – Members considered that the listed items should be checked before approval	
263.3	Risk Assessment – An updated copy was given to Members to consider before approval.	
263.4	Accounts up to 31 <sup>st</sup> December 2019 proposed by Cllr. John Wakens-Smythe seconded by Cllr. Helen Hulme and carried.	
<b>264</b>	<b>Accounts for payment</b>	
	Approval of the following payments were considered by Council:	
264.1	<p>C E Gracey Clerk February salary - £429.50 approved</p> <p>C E Gracey Clerk December &amp; January expenses ink cartridge, photocopying &amp; postage - £21.33 approved</p> <p>WCAVA Clerks salary January &amp; February PAYE - £228.00 approved</p> <p>Mr E Roy Website annual support 2020- £140.00</p> <p><b>Resolved</b> proposed by Cllr. John Watkins-Smythe seconded by Cllr. Helen Hulme and carried.</p>	
<b>265</b>	<b>Items for future meeting</b> - To consider items for inclusion on future agenda(no decision will be taken on this item)	
265.1	The annual parish assembly was confirmed as Tuesday 21 <sup>st</sup> April 2020	
<b>266</b>	<b>Councillor vacancies in the parish</b>	
266.1	<ul style="list-style-type: none"> <li>Co-option – Member consider the application for co-option and agreed to decline the applicant at this present time.</li> </ul>	CEG
266.2	<ul style="list-style-type: none"> <li>Reduction in Councillor numbers – Members discussed a reduction in and agreed to reduce the Council to 9 Members, 2 at Gentleshaw &amp; 7 at Longdon.</li> </ul>	CEG

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<p><b>267</b> 267.1</p>	<p><b>Swan with Two Necks Public House</b></p> <ul style="list-style-type: none"> <li>Asset of Community Value – Cllr. Trevor Johnson commented on his contact with Lichfield District Council and agreed to pass the details to the clerk for her to pursue.</li> </ul>	<p>CEG</p>
<p><b>268</b> 268.1</p>	<p><b>Electrical work at Gentleshaw &amp; School Parking on verges</b></p> <p>Cllr. Craig Stevens (Acting Chairman) confirmed that he met with an engineer regarding locating an electrical cabinet on the land opposite the school, which the parish council adopted last year. The land required would be 4 metres square to house a cabinet of 2.5 metres square to supply and underground electricity supply. A quotation for bollards &amp; planting will be obtain, and prevent the parking on the verge.</p>	
<p><b>269</b> 269.1</p>	<p><b>Dates of upcoming meetings</b></p> <p>The following meeting was agreed</p> <ul style="list-style-type: none"> <li>Community Forum 3<sup>rd</sup> March 2020 7pm @ WI Hall</li> <li>10<sup>th</sup> March 2020 7pm @ CW&amp;GVH</li> </ul>	
<p><b>The meeting ended at 9.00pm</b></p>		

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