

Longdon Parish Council

Minutes of the Council Meeting of Longdon Parish Council held on Tuesday 8th July 2025 at W I Hall Ford Lane Longdon.

Present: Chairman: Brendan Cooper (Chairman)

Parish Councillors: Trevor Johnson (Vice-chairman) Gladys Crowe, Denise Barnicle, Tony Howarth, Peter Matthews.

Other Councillors: County Cllr. Janet Higgins

Clerk: C E Gracey

Public Attendee: None

Councillor Apologies: Cllrs. Louise Cotter and Rob Strachan

The Chairman Cllr. Brendan Cooper (Chairman) opened the meeting, welcomed Members to this month's meeting.

Min No.	Item	Action
525	Apologies & Acceptance of Absence	
525.1	Cllrs. Louise Cotter and Rob Strachan submitted their apologies for tonight's meeting.	
526	Public Participation – this will be limited to 15 minutes (5 minutes per speaker)	
526.1	None	
527	Declaration of Interest	
527.1	None	
528	Council Minutes: To confirm as a correct record Minutes of the Meeting of the Council held on 13th May 2025	
528.1	Resolved that the minutes of the monthly Full Council Meeting held on 10 th June 2025 were approved proposed by the Cllr. Tony Howarth seconded Cllr. Gladys Crowe and carried.	
529	Matters Arising	
529.1	None	
530	County Councillor's Report	
530.1	Cllr. Janet Higgins reported on the items that were discussed at the last meeting, namely: Speeding traffic on the A51 – information will be gathered noting the accidents that have occurred on the A51 and this will be updated on the SSRP, this information will be used when SCC are considering traffic calming measures in the area, also reducing speed limits. Shavers Lane step – no further information. New report A51 footpaths and overgrown embankment with tree and shrub branches and debris overhanging the footpath. Members discussed the gully cleansing programme and Cllr. Higgins commented that she would follow it up at the next highways meeting on 24 th July 2025.	
531	District Councillor's Report – Cllr. Rob Strachan was unable to attend the meeting but forwarded the following report:	
531.1	Planning Applications: Church Way - I have expressed significant reservations about the external treatment and scale of the proposals which are shared by the planning officers. A precautionary	

Signed.....Date.....

	<p>call-in is in place however I understand there are ongoing discussions with the applicants about this scheme.</p> <p>Fern Bank, Gentleshaw - while this application is in the green belt, planning officers advise me that as a replacement dwelling of a heavily extended property, this may not fall within the wider purview where there is a presumption against development. I have submitted observations on its scale but have to concede that if those green belt concerns are to fall away, the reasons for refusal fall with them.</p> <p>Enforcement:</p> <p>SandMart Farm - I understand that the majority of the unauthorised development has been cleared and an application to regularise one structure on site is pending validation. I also understand that there was a meeting with parish councillors on site last week although have seen no notes. James Fox is keeping a close eye on this one and will update me if there is more evidence of unauthorised activity or of the applicant living on the site again.</p> <p>Brook End - further enforcement notices have been served following the failure to clear the site and action is expected to address this as a matter of some urgency. If none is taken, court action may be commenced.</p> <p>Unauthorised encampment at Green Lane Farm, Chorley (in my ward, just over your borders) - this is under investigation by enforcement with a response date of 1st August set by Arif Kocurmurgli.</p> <p>General Updates:</p> <p>After a number of significant fly tips in the rural areas of the district, the council has been carrying out investigations which have recently led to a series of prosecutions - including on the most significant tip at Watery Lane elsewhere in my ward where a 39 year old man and his business are awaiting a plea hearing at the Crown Court. Please continue to report any fly tipping and copy me in with receipts if possible and I'll chase them up.</p> <p>Applications to my Councillor Community Fund are open with £350 of funding available for local groups. I tend to invite applications from groups that I am aware of but if the parish receive applications for funding I am prepared to consider granting some should they apply to me via the Staffordshire Foundation. I'd post a link but I'm in transit at the moment.</p> <p>Applications are also invited to the District Council for rural businesses seeking to expand or diversify - we have £125k of government funds available to spend across the district.</p> <p>We recently had a significant fire from LDC blue bin recycling at the Biffa plant. The source was an electronic vape which had been placed in a blue bin. LDC is simply urging caution when sorting recycling and asks residents to act responsibly to try and avoid risks to the public, environment and staff.</p>	
532	Planning Applications : To consider the recently submitted planning applications (below) and any other planning matters ie. previous objections	
532.1	25/00345/COU Change of use from stable to garage at The Smithy Lower Way Upper Longdon	Approved 25 th June 2025
532.2	25/00650/FUH Erection of an outbuilding at Fern Bank Commonside Gentleshaw	Approved 7 th July 2025
532.3	25/00793/FUH Proposed single storey rear extension, first floor side extensions and internal alterations 18 The Grange Upper Longdon -	No objections
532.4	Sandmarts Farm – The Chairman, and Vice-chairman had attended a meeting with LDC Officers, they visited the site, although the councillors were unable to enter the site. They discussed the present situation and the future proposals to rectify the ongoing problems. Some work has been carried out, although it couldn't be viewed from the boundary of the site, more work is proposed to demolish the old building and build new to house the livestock. The officers will keep us informed on a monthly basis.	

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532.5	Brook End, Longdon – no change, no work carried out.	
533	Outside Body Representatives Feedback	
533.1	No meetings attended.	
534 534.1	Longdon Parish Council Communication <ul style="list-style-type: none"> • Communication/ engagement strategy (Social-media, PC Facebook page, google drive, community survey, newsletter). • Parish Survey 2024-25 – The Chairman commented that the action plan has been formulated from the information received on the completed parish survey.. • Longdon Letter – The second edition is being compiled, any articles to be submitted to the Chairman by next week. • New Longdon Facebook Page – More information is required before the page is in commission. • Longdon Parish Matrix Councillor's roles and responsibilities – is complete and outlines councillor's responsibilities and will be reviewed every 6 months. 	
535	Environment Issues	
535.1	Flooding in the Parish - Lysways Lane no problems at present – Gully work at Borough Lane and Church Hill has been rectified by digging out the accumulated debris and then, together with the connecting pipework, pressure jet cleared leaving them running clear. This has however raised concerns regarding the cost of continuing with the parish-wide gully clean. County Cllr Janet Higgins expressed her concerns that the PC was considering undertaking this work and is going to discuss this with SCC officers at her meeting with them next week.	
535.2	<p>Grass Cutting and additional work in the parish – It was agreed with Andrew Walker whereby instead of making the 2 grass cuts in July we'd do just one but that he would undertake work on the A51 verges, hedges and pavements instead. We, carried out some of that work yesterday-between High Street and the pedestrian crossing-to reinstate the vision of approaching vehicles for drivers exiting High Street and to clear the over growth over self - set damson trees obscuring the pavement immediately next to the crossing. We also cleared the weeds growing in the pavement of The Grange. Andrew is planning to resume work today/tomorrow to clear the A51 pavement between the 2 x Brook End junctions after which he will load yesterday's pile of rubbish. He's also cleared the pile of planks etc from the bus shelter repair works carried out last week, all for much less than the cost of a second grass cut.</p> <p>We also strimmed under, behind, around the bench on the corner of A51 and High Street. Whilst the seat planks are badly rotted the legs seem to be sound if we wished to repair it.</p>	
535.3	Stiles and Footpaths – no work carried out.	
535.4	Litter picking – Cllr. Gladys Crowe commented that the volunteers have been litter picking in Upper Longdon on a regular basis.	

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535.5	Consider a dog bin near Longdon Club on Brook End – Members discussed the purchase of another bin and considered that moving the dog bin from the Church field, which is hardly used to the club field would be prudent. Cllr. Gladys Crowe reported that the lid is broken on the dog bin on High Street junction Giddywell Lane. The clerk will ask LDC if it's possible to move the bin from the church field to the club field and repair the other bin.																																																																																			
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536.1	<table><tr><th>Payee</th><th>Invoice Nr.</th><th>Payment</th><th>Nett</th><th>VAT</th><th>Total</th></tr><tr><td>C E Gracey (Clerk's July salary)</td><td>-</td><td>Online</td><td>650.24</td><td>-</td><td>650.24</td></tr><tr><td>WCAVA (Clerk's PAYE, payroll fees, employers NI £59.35)</td><td></td><td>Online</td><td></td><td>1.30</td><td></td></tr><tr><td>C E Gracey (June expenses)</td><td>-</td><td>Online</td><td>14.80</td><td>-</td><td>14.80</td></tr><tr><td>Wishing Well Trading (work on Giddywell Lane)</td><td>174</td><td>Online</td><td>540.00</td><td>108.00</td><td>648.00</td></tr><tr><td>A Walker(grass cutting and work in the parish)</td><td>17 +18</td><td>Online</td><td>1844.00</td><td>-</td><td>1844.00</td></tr><tr><td>Weston Sawmill (materials for refurbishment of the bus shelters in Longdon)</td><td></td><td>Online</td><td>615.88</td><td>123.18</td><td>739.06</td></tr><tr><td>HM Land Registry (18 x land searches June)</td><td></td><td>DD</td><td>126.00</td><td>-</td><td>126.00</td></tr><tr><td>C E Gracey(Clerk's August salary £812.64 PAYE £162.40)</td><td></td><td>FPO</td><td>650.24</td><td>-</td><td>650.24</td></tr><tr><td>WCAVA (Payroll fee £7.80 Clerk's PAYE August £162.40 Employer NI £59.35 August)</td><td></td><td>DPC</td><td>228.25</td><td>1.30</td><td>229.55</td></tr><tr><td>Phil the Handyman(Additional materials for refurbishment of the bus shelters in Longdon)</td><td></td><td>DPC</td><td>153.83</td><td>-</td><td>153.83</td></tr><tr><td>Datasharp Central Ltd(WiFi LVH and WI Hall June)</td><td></td><td>DD</td><td>40.95</td><td>8.19</td><td>49.14</td></tr><tr><td>TOTAL</td><td></td><td></td><td>£ 5092.44</td><td>£241.97</td><td>£5334.41</td></tr></table> <p>Accounts for payment during June and July – proposed by Cllr. Trevor Johnson(Vice-chairman) seconded by Cllr. Gladys Crowe and carried. Online pay</p> <p>Payments were checked and authorised by two signatories at the bank Cllrs. Gladys Crowe and TonyHowarth, payments to approve and bank statement were initialled by the signatories.</p>						Payee	Invoice Nr.	Payment	Nett	VAT	Total	C E Gracey (Clerk's July salary)	-	Online	650.24	-	650.24	WCAVA (Clerk's PAYE, payroll fees, employers NI £59.35)		Online		1.30		C E Gracey (June expenses)	-	Online	14.80	-	14.80	Wishing Well Trading (work on Giddywell Lane)	174	Online	540.00	108.00	648.00	A Walker(grass cutting and work in the parish)	17 +18	Online	1844.00	-	1844.00	Weston Sawmill (materials for refurbishment of the bus shelters in Longdon)		Online	615.88	123.18	739.06	HM Land Registry (18 x land searches June)		DD	126.00	-	126.00	C E Gracey(Clerk's August salary £812.64 PAYE £162.40)		FPO	650.24	-	650.24	WCAVA (Payroll fee £7.80 Clerk's PAYE August £162.40 Employer NI £59.35 August)		DPC	228.25	1.30	229.55	Phil the Handyman(Additional materials for refurbishment of the bus shelters in Longdon)		DPC	153.83	-	153.83	Datasharp Central Ltd(WiFi LVH and WI Hall June)		DD	40.95	8.19	49.14	TOTAL			£ 5092.44	£241.97	£5334.41
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536.2	<p>Receipt & Payments 1st April to 30th June 2025 and copies of the bank statements proposed by Cllr.Denise Barnicle seconded by Cllr. Trevor Johnson(Vice-chairman) and carried.</p> <table><tr><td colspan="2">Bank Reconciliation</td><td colspan="2">Cash Book Reconciliation,</td></tr><tr><td>Current Account @ 30/06/25</td><td>£27,531.56</td><td>C/FWD</td><td>£ 57,622.07</td></tr><tr><td>Reserve accounts @ 30/06/25</td><td>£51,773.18</td><td>Receipt</td><td>£38,661.56</td></tr><tr><td></td><td></td><td>Payments</td><td>£16,978.89</td></tr><tr><td>Balance @ 30/06/2025</td><td>£79,304.74</td><td>Bal @ 30/06/25</td><td>£79,304.74</td></tr></table>						Bank Reconciliation		Cash Book Reconciliation,		Current Account @ 30/06/25	£27,531.56	C/FWD	£ 57,622.07	Reserve accounts @ 30/06/25	£51,773.18	Receipt	£38,661.56			Payments	£16,978.89	Balance @ 30/06/2025	£79,304.74	Bal @ 30/06/25	£79,304.74																																																										
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536.3	<p>Budget Tracker 2025-26 –Trevor Johnson (Vice-chairman) presented with the ongoing budget figures on the financial statement, it was agreed by council that Trevor would manage the budget.</p>																																																																																			
536.4	<p>Monthly Review access to reserves – The Chairman reported that we will consider the further project expenditure in item 536.6 and decide if we need to transfer funds from our reserves.</p>																																																																																			
536.5	<p>Survey Budget Planning Feedback – The Chairman reported on the feedback received, it was agreed to budget for the following purchases and services:</p> <table><tr><td>Purchase and install 2 more SID</td><td>£4,500</td></tr><tr><td>Gully cleansing programme</td><td>£4,000</td></tr><tr><td>Litter pick equipment</td><td>£ 200</td></tr><tr><td>Clear footpaths as required</td><td>£ 750</td></tr><tr><td>History board repairs</td><td>£1,000</td></tr></table>						Purchase and install 2 more SID	£4,500	Gully cleansing programme	£4,000	Litter pick equipment	£ 200	Clear footpaths as required	£ 750	History board repairs	£1,000																																																																				
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	<p>Handyman duties benches etc £1,550 Total £12,000</p> <p>Members agreed to transfer £12,000 from general reserves for the above mentioned projects.</p>	
537	Correspondence Report	
537.1	<p>To receive a report from the Clerk on Correspondence received and forwarded to Council.</p> <p>SPCA Bulletin emailed to council 17th June 2025.</p> <p>Email from Longdon Club re: a new dog refuse bin in the vicinity of the club, emailed to council and acknowledged 25th June 2025</p> <p>SPCA Asset Transfer seminar emailed to council 30th June 2025.</p> <p>SPCA email Cllr. Introduction and various seminars emailed to council 1st July 2025</p> <p>SCC Community Highways Manager response to our enquiry re: a suitable location for our second SID in Upper Longdon. Emailed to council 1st July 2025</p> <p>Email from a member of the public interested in the Handyman position, emailed to council 1st July 2025 <i>The clerk will reply to his email and ask for more details.</i></p> <p>LDC response from planning department about flooding emailed to council 1st July 2025.</p> <p>Conversation between the clerk and LDC about dog fouling on Longdon Green emailed details to council 8th July 2025.</p>	
538	Speeding, Policing and Safety	
538.1	SIDs data (all sites) – The Chairman presented data from the one device in Upper Longdon showing how many vehicles drive in and out of the parish at various speeds. The devices are capable of storing much more information and he reported that this should be included in the minutes and social media on a three - monthly basis.	
538.2	SID replacement Upper Longdon – The clerk has contact Highways Manager Garry Hunt about the problems experienced in finding a acceptable to all location for the second device, he has suggested that he will visit the resident who was against having the device near his property. The clerk will forward him the details.	
539	Asset Repairs	
539.1	Bus shelter repairs – The work has commenced, although the first shelter needed more work that first anticipated and more materials were required. It was proposed that once the work is completed guttering is fixed to prevent the water running down the backs of the shelters, and a water butt is installed to collect the water, which could be used to water the tubs, this was agreed.	
539.2	History Boards repairs -Members considered the quote for repairs to 2 History Boards from the manufacturer of the boards. Cllr. Gladys Crowe commented that the damage to the boards is totally different and maybe a different cost to repair. Cllr. Tony Howarth suggested that photographs are taken of both boards and sent to the manufacturer for consideration.	

Signed.....Date.....

540	Items for future meetings: To consider items for inclusion on future agenda (no decisions will be taken in this item)	
540.1	None	
541	Date of the Next Planned Meetings are:	
541.1	Tuesday 9 th September 2025 at CW +GVH Buds Road Cannock Wood at 7pm.	
542	Meeting closed at 9pm	

Signed.....Date.....