

Longdon Parish Council

Minutes of the Council Meeting of Longdon Parish Council held on Tuesday 9th September 2025 at Cannock Wood and Gentleshaw Village Hall Buds Road Cannock Wood.

Present: Chairman: Trevor Johnson (Vice-chairman)

Parish Councillors: Gladys Crowe, Louise Cotter, Denise Barnicle, Tony Howarth, Peter Matthews.

Other Councillors: County Cllr. Janet Higgins

Clerk: C E Gracey

Public Attendee: 2 residents – Andy Barnes + Dave Tyler

Councillor Apologies: Cllrs. Rob Strachan and Cllr. Brendan Cooper(Chairman)

In the absence of the Chairman Cllr. Trevor Johnson (Vice-chairman) chaired the meeting, he opened the meeting, and welcomed Members to this month's meeting.

Min No.	Item	Action
543	Apologies & Acceptance of Absence	
543.1	Cllrs. Rob Strachan and Brendan Cooper (Chairman) submitted their apologies For tonight's meeting.	
544	Public Participation – this will be limited to 15 minutes (5 minutes per speaker)	
544.1	Two residents attended and spoke about the submitted planning application for Sandmarts Farm 25/01072/FUL, expressing their concern that although this matter was to be a point of legal enforcement, nothing have been carried out and now the submission of a planning application for a proposal which has been submitted and refused several times before. Members discussed their concerns and the Vice-chairman reported that he would follow it up with members of LDC.	
545	Declaration of Interest	
545.1	Cllr. Louise Cotter declared a non-pecuniary interest in item 8 and a pecuniary interest in item 12.	
546	Council Minutes: To confirm as a correct record Minutes of the Meeting of the Council held on 8th July 2025	
546.1	Resolved that the minutes of the monthly Full Council Meeting held on 8 th July 2025 were approved proposed by the Cllr. Denise Barnicle seconded Cllr. Tony Howarth and carried.	
547	Matters Arising	
547.1	None	
548	County Councillor's Report	
548.1	Cllr. Janet Higgins reported on the items that were discussed at the last meeting, and new items namely: A51 speeding traffic A51 footpath and embankment debris and over-hanging the footpath – work carried out by the parish council. Borough Lane – road condition Road closure Horsey Lane on the 30 th September 2025 for work.	
549	District Councillor's Report	
549.1	None	

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550	Planning Applications : To consider the recently submitted planning applications (below) and any other planning matters ie. previous objections	
550.1	25/00696/FUH - Erection of first floor side extension over garage and the erection of a first floor rear extension at 54 Brook End Longdon.	Refused 31 st July 2025
550.2	25/00718/FUH - Erection of single storey rear extension at Wood House Cottage Horsey Lane Upper Longdon.	Approved 5 th August 2025
550.3	25/00793/FUH - Proposed single storey rear extension, first floor side extensions and internal alterations at 18 The Grange Upper Longdon.	Approved 28 th July 2025
550.4	25/00857/FUH – Erection of a single storey detached garage at Hanch Farm House Lysways Lane Hanch.	Approved 5 th September 2025
550.5	25/00926/CLE – (Certificate of lawfulness) at The Redmore Inn Hayfield Hill Cannock Wood.	Deferred
550.6	25/01022/FUH - Section 73 application to vary conditions 2 (Complete accordance with approved plans) and 3 (Details to match existing) of application 23/00574/FUH to finish the approved extension in white render. At Beechcroft Batesway Upper Longdon.	No objections
550.7	25/01058/FUH – Two storey front extension to create enlarged entrance hallway, WC and home office at The Farm House Lysways Lane Hanch.	No objections
550.8	25/01072/FUL – Erection of agricultural building at Land West of Hay Lane at Sandmarts Farm(Enforcement) Longdon Green. (i) Brook End, Longdon – Members reported that there is a notice to remove any personal property from the front of the property by a Company working on behalf of either a bank or building society.	22 nd September 2025
551	Outside Body Representatives Feedback	
551.1	No meetings attended.	
552	Longdon Parish Council Communication	
552.1	• Communication/ engagement update - no comments • Website update + new website administrator (decision by October meeting) – Cllr. Peter Matthews will forward the information to the clerk. • Longdon Letter – The fourth edition Winter 2025-26 is being compiled, any articles to be submitted to the Chairman. – no comments • Draft LPC Survey – 2025-26 - no comments • LPC Action Plan – no comments	
553	Environment Issues	
553.1	Flooding in the Parish – update (i) Lysways Lane – Cllr. Trevor Johnson (Vice-chairman) has been discussing the problems with contractors and also speaking to residents. (ii) gully cleansing – The gully cleansing programme will commence on Friday 12 th September 2025.	
553.2	Grass Cutting – ongoing to schedule.	
553.3	Stiles and Footpaths – nothing to report.	
553.4	Litter picking – Cllr. Gladys Crowe reported that there are 10 bags of rubbish collected near the litter bin in Upper Longdon. The clerk will arrange collection.	

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553.5	Dog bin near Longdon Club will not be installed and the clerk will let the club know.																																																																												
553.6	The bin on High Street will be replaced proposed by Cllr. Peter Matthews seconded by Cllr. Denise Barnicle and carried.																																																																												
553.7	Trees around the parish – Silver Birches and Robinia Tree on Berkeley Way – Following on from the tree companies that have visited and have advised that, The silver birch trees are healthy and do not require any pruning or coppicing, indeed he explained that silver birch trees do not respond well to pruning etc and any such work is often followed quite quickly with the onset of disease resulting in the death of the tree. However, the Robina tree, which they have carried out work upon previously does have dead branches which he recommends removing as it overhangs the property at Nr. 12 and also there is a dead elder berry which is adjacent to the footpath that requires removal. His Company have quoted to do this work. The work was proposed by Cllr. Peter Matthews seconded by Cllr. Denise Barnicle and carried. The clerk will write to the resident. Miss Piper’s commemoration tree on Brook End and time capsule, The tree has been removed, it was agreed to remove the time capsule and the plaque, and both would be put by the newly refurbished bus shelter, proposed by Cllr. Denise Barnicle seconded by Cllr. Louise Cotter and carried Silver Birch Tree Upper Way opposite PH SCC landowner – in view of the advice given by the tree company no work will be considered on the tree. Bench at the bottom of High Street on the corner needs a new top – its was agreed that this will be replaced inhouse. Shaver’s Lane Steps – Further quotations are being obtained and a discussion with SCC is required before any work is carried out.																																																																												
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554.1	Payments to be approved <table border="1"> <thead> <tr> <th>Payee</th><th>Invoice Nr.</th><th>Payment</th><th>Nett</th><th>VAT</th><th>Total</th></tr> </thead> <tbody> <tr> <td>C E Gracey(Clerk’s Sept salary £838.56+ £129.60 backpay PAYE £193.60)</td><td></td><td>FPO</td><td>774.56</td><td>-</td><td>774.56</td></tr> <tr> <td>WCAVA (Payroll fee £7.80 Clerk’s PAYE August £1193.60 Employer NI £82.67 August)</td><td></td><td>DPC</td><td>282.77</td><td>1.30</td><td>284.07</td></tr> <tr> <td>C E Gracey(Expenses July and Aug)</td><td></td><td>FPO</td><td>17.80</td><td>-</td><td>17.80</td></tr> <tr> <td>Datasharp Central Ltd(WiFi July)</td><td></td><td>DD</td><td>40.95</td><td>8.19</td><td>49.14</td></tr> <tr> <td>A Walker (grass cutting + work in the parish)</td><td>25+26</td><td>FPO</td><td>1535.00</td><td>-</td><td>1535.00</td></tr> <tr> <td>Datasharp Central Ltd(Wifi Aug)</td><td></td><td>DD</td><td>40.95</td><td>8.19</td><td>49.14</td></tr> <tr> <td>Bryony Lindley(Replacement defib pads)</td><td>1810-0928</td><td>FPO</td><td>268.80</td><td>-</td><td>268.80</td></tr> <tr> <td>Get it Done (complete repairs to Bus shelter Brook End near Swan Close incs. Screws and nails £9.70)</td><td>INV0767</td><td>FPO</td><td>229.70</td><td>-</td><td>229.70</td></tr> <tr> <td>A Walker(Grasscutting + work in the parish August)</td><td>27 + 28</td><td>FPO</td><td>1005.00</td><td>-</td><td>1005.00</td></tr> <tr> <td>Phil the Handyman (commencement of repair to bus shelter Nr.1)</td><td>0.1</td><td>FPO</td><td>280.00</td><td>-</td><td>280.00</td></tr> <tr> <td>TOTAL</td><td></td><td></td><td>£ 4475.53</td><td>£17.68</td><td>£4493.21</td></tr> </tbody> </table>					Payee	Invoice Nr.	Payment	Nett	VAT	Total	C E Gracey(Clerk’s Sept salary £838.56+ £129.60 backpay PAYE £193.60)		FPO	774.56	-	774.56	WCAVA (Payroll fee £7.80 Clerk’s PAYE August £1193.60 Employer NI £82.67 August)		DPC	282.77	1.30	284.07	C E Gracey(Expenses July and Aug)		FPO	17.80	-	17.80	Datasharp Central Ltd(WiFi July)		DD	40.95	8.19	49.14	A Walker (grass cutting + work in the parish)	25+26	FPO	1535.00	-	1535.00	Datasharp Central Ltd(Wifi Aug)		DD	40.95	8.19	49.14	Bryony Lindley(Replacement defib pads)	1810-0928	FPO	268.80	-	268.80	Get it Done (complete repairs to Bus shelter Brook End near Swan Close incs. Screws and nails £9.70)	INV0767	FPO	229.70	-	229.70	A Walker(Grasscutting + work in the parish August)	27 + 28	FPO	1005.00	-	1005.00	Phil the Handyman (commencement of repair to bus shelter Nr.1)	0.1	FPO	280.00	-	280.00	TOTAL			£ 4475.53	£17.68	£4493.21
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554.2	Accounts for payment during August – proposed by Cllr. Trevor Johnson(Vice-chairman) seconded by Cllr. Gladys Crowe and carried. Online pay Payments were checked and authorised by two signatories at the bank Cllrs. Gladys Crowe and Tony Howarth, payments to approve and bank statement were initialled by the signatories. Receipt & Payments 1st April to 31st July 2025 + 1st April to 31st August 2025 and copies of the bank statements proposed by Cllr. Denise Barnicle seconded by Cllr. Trevor Johnson(Vice-chairman) and carried. <table><tr><td>Bank Reconciliation</td><td>Cash Book Reconciliation,</td></tr><tr><td>Current Account @ 31/07/2025 £23,181.94</td><td>C/FWD £57,622.07</td></tr><tr><td>Reserve accounts @31/07/2025£51,922.06</td><td>Receipt £38,810.44</td></tr><tr><td></td><td>Payments £21,328.51</td></tr><tr><td>Balance @ 31/07/2025 £75,104.00</td><td>Bal @ 31/07/25 £75,104.00</td></tr></table> <table><tr><td>Bank Reconciliation</td><td>Cash Book Reconciliation,</td></tr><tr><td>Current Account @ 31/08/2025 £21,274.51</td><td>C/FWD £57,622.07</td></tr><tr><td>Reserve accounts @31/08/2025£52,054.07</td><td>Receipt £39,997.45</td></tr><tr><td></td><td>Payments £24,290.94</td></tr><tr><td>Balance @ 31/08/2025 £73,328.58</td><td>Bal @ 31/07/25 £73,328.58</td></tr></table>	Bank Reconciliation	Cash Book Reconciliation,	Current Account @ 31/07/2025 £23,181.94	C/FWD £57,622.07	Reserve accounts @31/07/2025£51,922.06	Receipt £38,810.44		Payments £21,328.51	Balance @ 31/07/2025 £75,104.00	Bal @ 31/07/25 £75,104.00	Bank Reconciliation	Cash Book Reconciliation,	Current Account @ 31/08/2025 £21,274.51	C/FWD £57,622.07	Reserve accounts @31/08/2025£52,054.07	Receipt £39,997.45		Payments £24,290.94	Balance @ 31/08/2025 £73,328.58	Bal @ 31/07/25 £73,328.58	
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554.3																						
554.4	Budget Tracker 2025-26 - Deferred																					
554.5	Monthly Review access to reserves - it was considered that the cash flow is okay and should be until we receive our monies transferred from the 95day notice account.																					
554.6	Consider quote for repairs to 2 history boards – deferred.																					
554.7	Consider grant applications from: The Beaudesert Trust - deferred Longdon Community Group - £200 awarded proposed by Cllr. Peter Matthews seconded by Cllr. Louise Cotter and carried, one councillor abstained. Longdon Old People’s welfare Group - £400 awarded proposed by Cllr. Peter Matthews seconded																					
554.8	Approve future expenditure for 3 AEDs in the parish proposed by Cllr. Denise Barnicle seconded by Cllr. Tony Howarth and carried.																					
554.9	Approve National LGA pay award for 2025-26 (spine point 22 inc. 54p per hour) from 1 st April to 31 st March 2026 proposed by Cllr. Denise Barnicle seconded by Cllr. Louise Cotter and carried/.																					
	Approve the Internal Auditor for 2025-26 (Mrs K Squires) – proposed by Cllr. Peter Matthews seconded by Cllr. Louise Cotter and carried.																					
555	Correspondence Report																					
555.1	To receive a report from the Clerk on Correspondence received and forwarded to Council. SPCA Bulletin emailed to council 12th July 2025 Email from resident regarding ‘We Love Longdon’ emailed to council and acknowledged 26th July 2025. Email from SPCA with details of the Flood Resilience survey emailed to council 27th July 2025. Email from SPCA with details of the 2025-26 LGA Pay Award emailed to council 27th July 2025.																					

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

	Email from SPCA with details of the Local Government Re-organisation Consultation - East Staffordshire Borough Council emailed to council 27th July 2025. Email from SPCA with details of Local Government Re-organisation Consultation leaflet and flyer to be distributed by Stafford Borough Council emailed to council 27th July 2025. Email from LDC with details of the Local Government Re-organisation Consultation emailed to council 4th August 2025. Email from LDC in response to query about dog bins emailed to council 4th August 2025. Update from LDC emailed to council 7th August 2025. Elan City final reminder of extending warranty on both SIDS – 8th August 2025 -<i>It was agreed by council to adopt the extended warranty on both devices proposed by Cllr. Denise Barnicle seconded by Cllr. Peter Matthews and carried.</i> SPCA Bulletin emailed to council 31st August 2025. Revised estimate of cost to repair history boards emailed to council 31st August 2025. Email from Longdon Community Group requesting grant application form sent 7th August 2025. Email from Kings Bromley PC forwarded to council 7th September 2025 Email from resident regarding lack of road signage emailed to council and acknowledged 7th September 2025.	
556	Speeding, Policing and Safety	
	8.55pm -The Chairman asked for a 15minute extension, this was agreed.	
556.1	SIDs data (all sites) – no comments	
556.2	SID replacement Upper Longdon – no comments	
556.3	Traffic at Longdon Hall Special School – The problem was passed to County Cllr. Janet Higgins to take up with highways.	
556.4	Two new devices to be purchased – locations and installation to be agreed – it was agreed that no further devices would be purchased until a location is agreed for Upper Longdon.	
557	Asset Repairs	
557.1	Bus shelter repairs –Members discussed the repair of the first bus shelter and accepted the quotation to repair the second shelter in Longdon. Cllr. Denise Barnicle reported that the shelter in Longdon Green has been refurbished and is now complete. Members thanked her for all assistance in this matter.	
557.2	History Boards repairs: deferred	
557.3	Sign Cleaning in the parish – Members discussed cleaning the gateway signs and other signage in the parish.	
558	Items for future meetings: To consider items for inclusion on future agenda (no decisions will be taken in this item)	

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558.1	Cllr. Denise Barnicle asked if we can contact Longdon Village Hall Committee and ask for an update on the overgrown trees alongside the boundary of the hall. The clerk will contact them.	
559	Date of the Next Planned Meetings are:	
559.1	Tuesday 14 th October 2025 at WI Hall Ford Lane Longdon at 7pm.	
560	Meeting closed at 9.10pm	

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