Longdon Parish Council

Minutes of the Council Meeting of Longdon Parish Council held on Tuesday 8th September 2026 at CW & GVH Buds Road Cannock Wood..

Present: Chairman: Denise Barnicle (Vice-chairman)
Parish Councillors: Louise Cotter, Tony Howarth, Peter Matthews, Jayne Shardlow.
Other Councillors: County Cllr. Janet Higgins
Clerk: C E Gracey
Public Attendee: seven residents
Councillor Apologies: Cllrs. Brendan Cooper (Chairman)

The Vice -Chairman Cllr. Denise Barnicle (Vice-Chairman) opened the meeting, welcomed Members to this month's meeting.

Min No.	Item	Action
752	**Apologies & Acceptance of Absence**	
752.1	Cllrs Brendan Cooper submitted apologies for tonight's meeting.	
753	**Declarations of Interest**	
753.1	Cllr. Louise Cotter declared a non-pecuniary interest in item 8 and a pecuniary interest in item 12.	
754	**Public Participation –** this will be limited to 15 minutes (5 minutes per speaker)	
754.1	A resident reported concerns about the experienced hot summer and the fires on Cannock Chase and asked the question 'what are the plans for next year' and explain the concept of a Fire Response Team in the parish.	
754.2	4 residents from the Dark Lane area raised their concerns about the development of Makub Farm. A couple introduced themselves has they have recently moved into the parish and offered their services as volunteers for community activities such as litter picking. They reported that they have had deliveries for Makub Farm such as flat packed large wooden cabins, concrete and wood. Some of which had been left in the roadway and was removed by LDC. District Cllr. Rob Strachan reported that LDC Enforcement Officers have visited the site and a stop order was now in force valid until 7th October 2026 and they will be making spot checks to ensure that the notice is being adhere to.	
754.3	Trevor Johnson resident reported that various roads in the parish are not being swept regularly basis, which is important with problems with drains as the leaves and debris are washed down the nearest drains and eventually block them. Cllr. Rob Strachan noted the lack of sweeping and will report it to street cleaning.	
754.4	Trevor Johnson resident spoke about the present position with the on-going problems of flooding on Lysways Lane – the 2 gullies found during the Winter months will be cleansed by SCC. Lichfield Gold and Country Club have a problem with 2 of their greens being flooded from the accumulation of water on Lysways Lane and are willing to carry out work to assist the problem. They have requested a site meeting with the parish council to discuss the problems and the way forward.	
754.5	A member of the Longdon Village Hall Trustees Committee reported on the LVH to confirm that the hall is self-sufficient, the hall hire and rentals cover	

	all the running expenditure. However, the hall is in need of work both inside and outside and funding availability require the applicants to prove ownership. Having spoken with previous committee members they believe the hall is owned by the parish council. The Chairman asked the committee member to forward a copy of all the information they have to the parish council for consideration.	
755 755.1	**Council Minutes: To confirm as a correct record Minutes of the Annual and Council Meeting held on 14th July 2026** Resolved that the minutes of the monthly Full Council Meeting held on 14th July 2026 proposed by the Cllr. Jayne Shardlow seconded Cllr. Louise Cotter and carried.	
756 756.1	**Matters Arising** None	
757 757.1	**County Councillor's Report** Cllr. Janet Higgins report, Council Members raised the following: 1. Sent photos of one of the panels on the Gateway Scheme at the entrance to Upper Longdon. This is the middle one; it has been damaged and is at risk of causing an accident. It has been reported but highways are saying it's not an emergency. The concern is if it breaks completely and falls into the road. 2. A51, the 3 potholes that were repaired, not long ago all need doing again 3. Did the speed & volume count take place on the A51and have we the results? 4. I have brought this up previously about Dolly Makers Hill. I would like to request a site visit to Longdon so you can see the state of some of the roads, including Smithy Lane. A few desperately need urgent repairs before the winter sets in. 5. The recent resurfacing of the A51 gong from Longdon to Lichfield has recently been completed. I have not seen it myself. It was brought up that by the big island towards Kings Bromley, potholes have just been left unrepaired. 6. Lysways Lane - Can I have an update on where we are with Trevor Johnsons request, I sent an email last week. Also, on our site visit earlier in the year there were certain actions you were going to do, please can I have an update on those. These included finding out who the landowners were to ask them to clean their ditches, getting the gullies cleaned. I understand some of the work has been completed. 7. Trevor would like another site visit with you next week while the water level is low so you can see where the gullies are that need cleaning, is this possible?	
758 758.1	**District Councillor's Report** Cllr. Rob Strachen reported on the following: Proposed development on Dark Lane was discussed during public participation.	

Signed……..…Date…….

	Local Government Reorganisation has been paused by Central Government and so the district council is unsure if next year's planned elections, more information to come. The proposed cinema in Lichfield is progressing and is due to open in November, although it is experiencing regular vandalism. The district is experiencing unauthorised developments, recently at Muckley Corner and in Burntwood, vigilant residents are notifying Officers at LDC who are working at the week-ends and bank holiday to try and curb the practice. The Local Plan is being considered which may affect our parish neighbourhood plan, the proposed new settlements are affecting the land supply which has always been in excess of 5 years but has now dropped to 2.7 years.	
759	To consider the recently submitted planning applications (below) and any other planning matters ie. previous objections.	
759.1	26/00602/FUH Removal of a garage and erect a wooden shed on allotment land at Benvenuto Bardy Lane Rugeley – Approved 25th August 2026	
759.2	26/00687/FUH Retention of the entrance porch at The Deer Yard, Hill Top, Rugeley. Approved 20th July 2026.	
759.3	26/00727/LBC Retrospective works to Listed Building to retain 2 Nr. UPVC in-frame sash windows to match existing design, colour and finish at 13 Brook End Longdon. – Approved 22nd July 2026.	
759.4	26/00780/FUH Section 73 application to permission of 26/00358/FUH to amend the wording of condition 3 (Natural England Great Crested Newt License) to 'No development hereby permitted shall take place except in accordance with the terms and conditions of the Council's Organisational Licence (WML-OR148, or a Further License) and with the proposals detailed on plan Fairfield House: Impact plan for great crested newt District Licensing (Version 1)' at Fairfield House Borough Lane Longdon. – Approved 7th August 2026.	
759.5	26/00744/FUH Replacement of all external doors and windows. Minor internal alterations and erection of two oak framed porches Hill Brow Stockings Lane Upper Longdon. – refused 20th August 2026	
759.6	26/00806/LBC Work to listed building at Hill Brow Stockings Lane Upper Longdon refused 20th August 2026.	
759.7	26/00809/FUH Two storey front porch extension at Giddies Hay Lane Longdon Green – no objections.	
759.8	26/00825/FUH Erection of 2 storey rear extension at 72 Upper Way Upper Longdon – no objections	
759.9	26/01033/FUL Erection of log cabin for the purpose of rural workers dwelling and associated works at Land South of Shropshire Brook, Horsey Lane Upper Longdon – objections -I Out of character – inappropriate development in the green belt with no special circumstances.	
759.10	Two storey side extension, replace existing conservatory to create a larger open plan kitchen/diner and master bedroom at Dolly Cottage Dollymakers Hill Cross Ash Rugeley – no objections.	
760	**Outside Body Representatives Feedback**	
760.1	Cllrs Peter Matthews and Jayne Shardlow both attend the Local Government Reorganisation.	
761	**Longdon Parish Council Communication –**	
761.1	Communication/ engagement strategy (Social-media, PC Facebook page, google drive, community survey, newsletter). • **Contingency Emergency Plan for the Parish** – no further comments. • **Village Hall-**As discussed in public participation.	

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	• **Website** – Cllr. Peter Matthews comments on the information provided on local groups which he said was out of date. The clerk will check and aim to get more up to date information on the group and if unable will remove their details from the site. • **Survey –** Members are to come back with their ideas for the next survey. • **Facebook** – Cllrs Jaynes Shardlow and Peter Matthews discussed the face book page, we have been unable to determine who is the administrator, so we are unable to add Jayne and Brendan as administrators. Jayne reported that she will set up a new page with herself and Brendan and notify users on 'We love Longdon'. • **Longdon Letter Winter 2026** – Cllrs. are asked to write a piece on their duties as a Longdon Councillor. • **Play area in the Parish** – Members discussed various sites in the parish and concluded that the clerk should contact the school and club and enquire if either of them would be willing to site a play area on their land. • **Fire Response Team** – As discussed in public participation, the clerk will write to Forestry Commission about the summer fire off Startley Lane and ask if they have any future plans.	
762	**Environment Issues**	
762.1	**Flooding in the Parish** –As discussed in public participation.	
762.2	**Lysways Lane** – As discussed in public participation.	
762.3	**Grass Cutting + Weed Spraying**–Members discussed the present arrangement and several Members raised concerns about the other work that the contractor is doing and if he is being paid for it. It was agreed that the clerk will contact the contractor and ask him only to do the work on the schedule unless the council ask him to do more.	
762.4	**Potholes** – Various potholes have been repaired but Members raised concerns about the quality of work and discussed this with the County Councillor, she has promised to take back their concerns to highways.	
762.5	**Trees on Upper Way that require attention** – Cllr. Jayne Shardlow reported several dead trees on Upper Way which require removing, the clerk will get three quotes.	
762.6	**Replacement trees from Woodlands Trust for Upper Way** – Cllr. Jayne Shardlow proposed that we order free trees from Woodlands Trust, the Vice-chairman reported that the chairman had commented about trees we plant, have to be maintained by us at a cost. Members discussed planting trees and agreed for Cllr. Shardlow to order some and see what they are when they arrive and then consider if they are suitable for the area that requires planting.	
762.7	**Gateway Scheme** – The clerk had reported the broken panel to SCC and asked if it could be considered as a matter of urgency as the exposed broken panel would be hazard if hit by a pedestrian or cyclist, but SCC had considered it to be a non-emergency and it had been down-graded to a 7-14day inspection. She had also enquired with Highways the cost of road traffic management whilst the work was done, no response as yet. Two out of four	

quotes applied for had been received one from the original supplier and one from a company the Vice-chairman had sourced, it was agreed to use the company the vice-chairman had found, order the panel and if it was incorrect return it.

762.8 **Storage – safe store/shed** – deferred.

762.9 **Approve costs for gully cleansing and hedge cutting -** Members discussed the schedule compiled by the Chairman, 3 quotes had been requested only one contractor, who has worked for the parish council over the last several years, it was agreed to use him. Although it was agreed that we should be getting quotes for work we are aware of at budget time prior to the commencement of the financial year and not in September when we are 6 months in, other than unforeseen and emergency work.

762.10 **Trees on Church Hollow** – Staffordshire County Council have carried out work on these trees.

763 Finance

763.1 Approve the national pay award for the clerk at 3.3% from 1st April 2026 to 31st March 2027 proposed by Cllr. Denise Barnicle Vice-chairman seconded by Cllr. Louise Cotter and carried.

763.2 Payments to be approved

Payee	Invoice Nr.	Payment	Nett	VAT	Total
C E Gracey (Clerk's Sept salary & backpay £1002.72)	-	Online	802.12	-	802.12
HMRC(Clerk's Sept PAYE)	-	Online	200.80	-	200.80
C E Gracey expense July &August	-	Online	28.36	-	28.36
Datasharp Central Ltd (WiFi July)		DD	42.18	8.44	50.62
Datasharp Central Ltd (WiFi August)		DD	42.18	8.44	50.62
Datasharp Central Ltd (WiFi Sept)		DD	42.18	8.44	50.62
A Walker(July grass cutting)	-	Online	805.58	-	805.58
Lomgdon Show Committee (Grant)		Online	150.00	-	150.00
Longdon Cricket Club (grant)		Online	150.00	-	150.00
Inlife.com (hosting July)		Online	18.00	3.60	21.60
Inlife.com (hosting August)		Online	18.00	3.60	21.60
TOTAL			**£2299.40**	**£32.52**	**£2331.92**

Accounts for payment during August -September – proposed by Cllr. Denise Barnicle (Vice-chairman) seconded by Cllr. Louise Cotter and carried. Online payments were checked and authorised by two signatories at the bank Cllrs. Gladys Crowe and Louise Cotter, payments to approve and bank statement were initialled by the signatories.

763.3 Receipt & Payments 1st April to 31st July 2026 and 1st April to 31st August 2026 with copies of the bank statements proposed by Cllr. Louise Cotter seconded by Cllr.Jayne Shardlow and carried.

Bank Reconciliation
Current Account @ 31/07/26 £ 27,131.95
Reserve accounts @ 31/07/26 £ 41,226.72

Cash Book Reconciliation,
C/FWD £ 47,919.81
Receipt £ 36,418.64
Payments £ 15,979.78

Signed……..Date…….

Balance @ 31/07/2026 £68,358.67 Bal @ 31/07/26 £68,358.67

Bank Reconciliation		**Cash Book Reconciliation**,	
Current Account @ 31/08/26	£ 28,405.62	C/FWD	£ 47,919.81
Reserve account @ 31/08/26	£ 41,226.72	Receipt	£ 39,587.23
		Payments	£ 17,796.58

Balance @ 31/08/2026 £69,710.46 Bal @ 31/08/26 £69,710.46

763.5 Budget Tracker 2026-27 –Members were presented with the ongoing budget figures on the financial statement, the tracker document will be resumed shortly.

763.6 Monthly review of current account + reserves – Members discussed the balances and agreed that the accounts would be left until the next meeting and reviewed again.

764 Correspondence Report

764.1 To receive a report from the Clerk on Correspondence received and forwarded to Council.

SPCA details of the proposed re-organisation of Local Councils in Staffordshire emailed to council 16th July 2026.

Response from Enforcement Officer on Land off Dark Lane forwarded to council 26th July 2026.

Response to resident regarding trees in Gentleshaw, forwarded to council 26th July 2026.

Email from County Cllr. with a response from SCC Highways forwarded to council 26th July 2026.

Various emails between council on damaged gateway panel, replacement panel priced from supplier, awaiting cost 28th July 2026.

Various emails between council, LDC + Cllr. Rob Strachan on proposed unlawful development on land adjacent to Dark Lane, LDC Enforcement Officers have been notified 28th July 2026.

Road traffic notice for Stockings Lane Upper Longdon emailed to council 28th July 2026.

Email from resident re: 'For Sale Board' on grass verge on A51 28th July 2026.

Email from County Cllr. with further updates emailed to council 28th July 2026.

Email from SPCA with details of Health + Wellbeing seminar emailed to council 28th July 2026.

Email from Councillor regarding responsibility for quotes, response 31st July 2026.

Road traffic notice for Stafford Road Longdon Green emailed to council 2nd August 2026.

Road traffic notice for Chapel Lane Gentleshaw emailed to council 2nd August 2026.

Enquiry about allotments response sent 3rd August 2026.

SPCA seminar on re-organisation emailed to council 3rd August 2026.

SCC email via County Cllr. Janet Higgins about the bus service proposal emailed to council 3rd August 2026.

CCDC details of their local plan scoping consultation emailed to council 3rd August 2026.

	SPCA asking for ideas for shaping the re-organisation of local councils emailed to council 3rd August 2026. LDC with details of Fazeley Neighbourhood Development Plan Regulation 16 Consultation emailed to council 3rd August 2026. SPCA Briefing note on confidential minutes emailed to council 4th August 2026. Message from resident about a nuisance tree on Upper Way emailed to council 4th August 2026. Message from a resident on Upper Way regarding a large tree with a crab apple problem emailed to council 4th August 2026 *'Cllrs Jayne Shardlow and Gladys Crowe and Mr. Shardlow have been out, cut back the tree and picked up the crab apples with the help of the resident.'* SPCA Bulletin emailed to council 18th August 2026. LDC update emailed to council 18th August 2026. Email to agent with query on sizing for the porch extension to 26/00809/FUH 18th August 2026. Follow up to estate agent re: for sale board on grass verge A51 18th August 2026. SPCA details of their Annual Meeting in November emailed to council 18th August 2026. LDC on commenting and sending planning application information emailed to council 20th August 2026. Various emails between Members on grounds maintenance in parish. LDC details of proms in the park and second email with details, emailed to council 20th August 2026. SPCA email with details of free webinars emailed to council 27th August 2026. LDC email with details of CILS funds being spent emailed to council 27th August 2026. SPCA details of the National pay ward for clerks 2026-27 emailed to council 27th August 2026. .Box.NGED.engagement details of consultation seminar emailed to council 27th August 2026. Response from agent 26/00809/FUH re: dimensions of proposal emailed toc council 27th August 2026. Various emails between members, LDC and District Cllr. about the proposed development on Dark Lane over the month of August. Email from resident about kissing gates and stiles emailed to council 30th August 2026. Email from Highways SCC with a report on a job reported in September 2025, emailed to council and county Cllr. 1st September 2026.	
764.2	**Outgoing Correspondence** Email to resident re: problem trees in Gentleshaw, sent 16th July 2026. Email to LDC Enforcement about the use of land Dark Lane junction Stoneywell Lane junction Thorley's Hill Longdon 26th July 2026	

Signed……..Date…….

	Email to Forvis Mazars LLP on our AGAR 2025-26 submission with query on domain name and email addresses – response 28th July 2026. Email to John German requesting removal of 'for sale board' on A51 verge 28th July 2026. Email to resident regarding a problem with trees on landowner's property 28th July 2026. Letters to residents from Upper Way regarding the location of the second SID 28th July 2026. Email to council to confirm permission to write to a resident regarding spoil on the edge of Longdon Green 3rd August 2026. Email to agent for 26/00809/FUH query on dimensions of extension 19th August 2026. Letter to LVH Chair and Trustees, Longdon Voluntary Group, Longdon WI re: working together with the PC to ensure providing a varied service to the residents of the parish, emailed out to LVH,LVG,WI 30th August 2026. Email to SCC public footpath Officer re: Community Footpath Initiatives Funds following a enquiry from a landowner 31st August 2026.	
765 765.1 765.2	**Speeding, Policing and Safety** SIDs data (all sites) – Reported last month. SID replacement Upper Longdon – Awaiting responses from the residents in Upper Way.	
766 766.1	**ASSET REVIEW** Sign cleaning, litter-picking and tidy sessions in the Parish by volunteer residents – following on from the Annual Assembly, a date will be agreed during the Autumn 2026 and advertised to carry out the work.	
767 767.1	**ACTION PLAN REVIEW** To be updated in an easy- to- use format for the next meeting by the Chairman.	
768 768.1	**POLICIES –** The following policies are due for renewal in October 2026: Asset Register Training Grievance Disciplinary Complaints All policies to be forward to Council for consideration at the October meeting.	
769 769.1	**Items for future meetings: To consider items for inclusion on future agenda (no decisions will be taken in this item)** None	
770 770.1	**Date of the Next Planned Meetings are:** Tuesday 13th October 2026 Council meeting 7pm at WI Hall Ford Lane Longdon.	

Signed……..Date…….

771	Meeting closed at pm	

Signed……..…Date…….