

LONGSDON PARISH COUNCIL.

Minutes of Meeting held in The Rez Country Café on Thursday 30th. June 2011.

Present: Councillor J. Sargeant (Chair)
Councillors T. Beastall, L. Bills, R.P.A. Lovell, C. Taylor & S. R. Weston.
District Councillor N. Hawkins.
Two Members of the Public.

In Attendance: John Bourne, Clerk to the Council.

27/11. Apologies for Absence.

Apologies for absence were received from Councillor R. Dawson

28/11. Declarations of Interest.

There were no declarations of interest at this point.

29/11. Chairman's Address.

The Chairman welcomed everyone to the meeting and pointed out that he was now in possession of the Council's gavel.

After the comments, about the length of business, from visiting Parish Councillors at the last meeting he had made enquiries and had found that there was no legal time limit for the length of meetings. He thanked everyone for the full attendance at the Code of Conduct meeting at Staffs. Moorlands District Council. After the meeting he had clarified one or two points about meeting procedure etc. The Clerk had passed to him a communication from County Councillor Heath regarding the double white lines outside the Wheel public house. He reported that he had been in contact with an officer from Staffs. County Council who had stated that the new white line system had been established after a survey of the road, and to government guidelines. He had also asked about a new type of pedestrian crossing for the same area. The double white lines requested for Leek Road, near to the sewerage works at Endon, which would need to be twinned with another project, could also be done in due course.

30/11. Public Comments.

There were no public comments or concerns at this point.

31/11. Minutes of Last Meeting.

The minutes of the 26th. May 2011 meeting had been circulated and it was agreed that they be signed as a true and correct record.

32/11. Matters Arising.

The Chairman had perused the past minutes to obtain as much information as possible regarding the ownership of the bus shelter(s). An attempt would now be made to register the two shelters with the Land Registry.

A communication had been received from Staffs. Moorlands District Council Planning Dept. stating that the steel framed building and drive in Devils Lane had had planning permission granted previously. The reported wooden stable block, also in Devils Lane, was being investigated.

Enquiries on the need to register the Council with HM Revenue & Customs for PAYE on the Clerk's salary had been completed. Registration of the Council with H.M.R.C. was required and this had been completed and the Clerk's salary would now be subject to the P.A.Y.E. system.

The summer planting of the flower tubs around the village had been completed by Proctors Nursery. A discussion took place on the old dilapidated flower tub which was sited near to Dunwood Lane. Councillors Beastall and Weston offered to see if the tub could be transported to another site in the parish.

The quotation documents for the Council's insurance which had been received from Zurich Municipal in the sum of £509 – 62 had been studied by the Chairman and found to be satisfactory. A cheque had been signed and sent to the company, and the insurance was in place by the due date. This action was sanctioned.

A telephone call had been made to Staffs. County Council regarding the double white lines near to the Wheel public house and an e.mail received on the subject had been passed to the Chairman (mentioned earlier). The double yellow lines could not be extended without an official road traffic order.

It was reported that:

list of work for the Highways Community Team had been sent to County Councillor Heath.
registration confirmation for Public Service Mapping Agreement had now been completed.
a copy of the Electoral Register had been applied for.
the Annual Return Form had been sent to the Audit Commission by recorded delivery post.
letter had been sent to Longsdon Memorial Hall regarding Councillor Bills appointment.
that there had been no further illegal trading activities in the lay-by at Endon, to date.
invitation to attend a Code of Conduct presentation had been forwarded to each Councillor.
the names of the continuing representatives on the Moorlands Parish Assembly had been forwarded.

33/11. Correspondence.

A Public Footpath Extinguishment Order had been received in respect of Footpath No. 24 in Dunwood Lane. Councillors were saddened by this news which could set a precedent for other paths to be closed but it was felt that the Council had done all it could to resist the closure order.

A Purchase Order had been received from Staffs. County Council in the sum of £699 – 00 for the lengthsman scheme with that Council for 2011 / 2012.

A list of "Community Conversations" venues under the Local Development Framework Scheme had been received from Staffs. Moorlands District Council. Initially it was for Councils around the Churnet Valley. District Councillor Hawkins had attended one event in Rudyard and offered to investigate if and when Longsdon would be included.

Draft Recommendations on the Electoral Review of Staffordshire had been received. These showed minor alterations to the County Council electoral area around the Leek South constituency. No action was needed but an enclosed poster would be displayed on the notice board.

A letter from the Community Council of Staffs on Staffs. Self Help Scheme asking for information on local assistance given to the area by local individuals. It was felt that the local farmer who had assisted with snow clearing could be mentioned but it was agreed to first ask if names were to be published.

St. John's Ambulance, Staffordshire announced that it was launching a Community Transport Minibus service with many villages mentioned. It was agreed to enquire whether Longsdon could be included.

Information received under this item was:

invitation to join the Community Council of Staffs – no action.
Annual Report from the Staffs. branch of the Campaign to Protect Rural England.
on the Staffordshire Cares project.
Staffs. Parish Councils' Association Newsletter – June 2011.

34/11. Planning Matters.

The following planning application was considered:

11/00533/FUL Single Storey Side Extension at The Old School House, School Road, Longsdon, Staffs.

There were no objections, in principle, subject to normal planning guidelines, but it was felt that the proposal could prove excessive for the site. It was agreed to obtain further information on planning guidelines for orangery / conservatory extensions.

35/11. Administration Items.

The Chairman produced an example of a Contract of Employment for the Clerk, together with a Job Description. These were perused and it was agreed that these be prepared for signing by the Clerk.

A copy of the current Standing Orders of the Council and examples of Standing Orders for Parish Councils were perused. These were generally accepted but with minor amendments. The Chairman would produce a suitable set at the next meeting.

The Council's Risk Assessment Policy was also mentioned as being in need of approval. Copies of this would be forwarded to Councillors and be discussed at the next meeting.

The issue of allocation of notice board keys was discussed. It was agreed that the Vice Chairman should also be a key holder. General notices for the notice boards would be accepted but anything contentious would need to be brought before the Council.

Mention was made of the availability of any new edition of The Parish Councillors Guide book. The Clerk to make enquiries.

36/11. Orders for Payment.

It was unanimously agreed that the following items be paid:-

Zurich Municipal.	£ 509 – 62.	Insurance Premium (already sent)
The Rez (UK) Ltd.	£ 20 – 00.	Room Hire.
A. Bridgwood.	£ 170 – 00.	Agency Work.
D. Ingman.	£ 44 – 00.	Internal Audit Fee.
John Bourne.	£ 316 – 23.	Clerk's Salary & Expenses.

37/11. Public Comments.

A member of the public, connected with Dunwood Community First Responders, asked if the Council could give financial assistance to that organisation. She gave details of the group's continuing expenses needed for the updating of uniforms and equipment, vehicle expenses, ongoing training costs, changes in policy, the purchase of a new defibrillator at a cost of £2,500 etc. There was also a need for new volunteers which they were pursuing vigorously.

It was agreed that a grant of £600 – 00 be paid to the group.

Councillor Taylor expressed a personal interest in the matter and took no part in the decision.

3811. Any Other Business.

It was agreed to send a Get Well card to Councillor Dawson who was in hospital at present.

It was reported that the temporary barriers adjacent to a collapsed stone wall by the old New Inn public house had been removed and a further portion of the wall had collapsed. This matter to be reported to Staffs. County Council.

A report was given of a displaced inspection chamber cover in Gratton Lane and a defective road gully grating in Dunwood Lane. These to be reported to Staffs. County Council also.

A report of a missing road sign in Sutherland Road would be investigated.

Information would be obtained on work which was taking place on a new septic tank in Sutherland Road.

39/11. Date of Next Meeting.

The next meeting of the Council will be held on Thursday 11th. August 2011 at The Rez Country Café in Sutherland Road, Longsdon at 7 - 30p.m.