

**HIXON PARISH COUNCIL**

A meeting of the Council will be held at 7.30pm on Tuesday November 21st 2017 at Hixon Memorial Hall.

<b>Ref</b>	<b>Item</b>
001/17	To receive apologies.
002/17	To receive declarations of interest in any matter on the agenda.
003/17	Minutes of meeting October 17th 2017
050/15	Community Involvement to improve Hixon - sub-group of Cllrs. N Baxter, Mrs C Murdoch, McKeowns and Mrs M Aberley. Dog poo issues - poster with SBC. \discuss and agree flyer. Hammonds Croft update: invitations to tender have gone out (x4). Consider quote of £200 + VAT to cut Footpath No.1 and remove debris.
041/15	Gospel Hall on New Road:
041/15 and 032/16, 067&081/09 & 056/11& part 041/15 plus 038/16	Speed and Highway Safety and Village Gateway Features in Hixon Parish: Raised crossing on Church Lane and New Road safety features and work for BriStor apprentices - Working party of Cllrs. B McKeown, Mrs C Murdoch, Mrs M Aberley and M Kelly:
See above	Speedwatch campaign.
021/09, 023/09, 074/09, 091/09	Playing Fields: Update: New MUGA sign board?
097/07	Allotments: Edging timber: consider proposals for replacement and costs from Chair. Repairs to fencing on right hand side of allotments update. Weed spraying update. Review revised tenancy agreement.
051/10	JBMI Liaison Group:
050/12 and 032/12 (Plan for Stafford)	Neighbourhood Plan: Meeting minutes have been distributed to the review group, actions need to be implemented. SBC have issued a "Call for Sites".
069/12	Bank House and car park situation: Agreement for car park customer use/payment towards upkeep is now signed and in place
069/12 B	Soak-away for car park: more information required on soak-away trial, for the Millennium Green Trust.
039/13	Walk leaflets update: walk again to get new descriptions: Update
054/14, 034/16	Situation regarding Hixon drop-in surgery and Hazeldene House Surgery: STP consultation? Healthwatch Patient Reference Group?
055/15	IT and Using Cloud Storage on G-mail for PC documents: IT sub-committee feedback. Website maintenance issue. New IT equipment now received. Laptop not yet ordered, waiting for specification from Matt Collins.
004/16	Request from resident for 40mph speed limit through Pasturefields: Recent fatal accident-contact Great Haywood PC about this?
041/16	McColls (rubbish, garden, overgrown grass/hedge, parking on grass verges on Hill Croft, parking on Smithy Lane): Update:
042/16	Rubbing down/oiling of notice board (corner of Walnut Crest): Completed.
046/16	Parking problems on The Croft, including the track at the rear of The Croft: Responded to S&RH re maintenance and grass cutting of the proposed grasscrete area and had reply. Cost estimate received from Highways.
053/16	Planting of CPRE trees : Trees now on order for Spring 2018. 2 "legacy" trees requested - Cllr Baxter has the form to complete.
061/16	In Camera item.
062/16	Car park No Parking area: Update.
068/16	Village competition 2017: Presentation evening 26th November, Green Man 7pm.
021/17	Community Footpaths bid: Bid has been accepted (£300) - equipment to be purchased.
036/17	Caravans etc. gathering, land off New Road: letter sent, awaiting reply.
044/17	Application for Section 53 Definitive Map addition on Airfield, 1981 Wildlife and Countryside Act: - Information received by Stowe by Chartley PC: Consider joint application to Secretary of State to direct SCC to determine the application.
047/17	Planting poppies on PC land to commemorate one hundred years since end of WW1
049/17	Ruthie Jane PT group session
052/17	Christmas Tree and lights: ceremony starts at 5pm, Saturday 2nd December.
053/17	Minor Highways work - consider having it done this year, cost will have to be born by the PC. Councillors to have reviewed the specification.
054/17	Babbage Building

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055/17	Naming of the 2 new houses on corner of Stowe Lane
056/17	Repair of damaged picnic table on playing field. Quote for recycled green plastic picnic table on playing field (£353.49 + VAT plus fixing).
058/17	Christmas posters:
059/17	SBC- Local Plan Review: Parish Council Survey Assessment of Services and Facilities
060/17	Items for budget 2018/2019
061/17	Grass cutting issues
062/17	Residents problems on Swansmoor Drive
063/17	Adoption of telephone kiosks
064/17	Standguide - Work Routes - Stafford
065/17	"Welcome to Hixon" sign is leaning to the right: consider what action to take.
006/17	Chairman's announcements:
007/17	Councillor Questions
008/17	Date of next meeting: Decmber 19th 2017
011/17	County and Borough Councillors Reports
012/17	Adjourn meeting for Public Participation: This normally occurs at approximately 8.30 pm. Resume meeting
009/17	AOB
013/17	Planning Applications:
	17/27320/FUL Construction of a bespoke industrial building and external flue in accordance with extant planning permission (16/24767/FUL) Kingsilver Refinery Hixon Industrial Estate Church Lane Hixon
	17/27414/FUL New automatic entrance gates  Land At New Road Hixon Stafford Staffordshire ST18 0PE
	17/27382/FUL Variation of condition 2 on planning permission 14/20548/FUL changing the consented house types. Land Adjacent To 24 The Croft Off (Site 2) Church Lane Hixon Stafford
	17/27479/COU Change of use of concrete runway for storage and distribution of cars (temporary use for 5 years) Former Runway Land Hixon
014/17	Planning Reports
	17/27259/HOU Proposed single storey rear extension. Evergreen Back Lane Hixon Stafford ST18 0ND
015/17	Bank Reconciliation:
016/17	Schedule of agreed payments
	C Gill salary (November - Net tax/NI). Local Gov act 1972 s111.
	Reimbursement C Gill (costs: working from home) - November. Local Gov act 1972 s111
	Reimbursement C Gill mileage (63 miles @ £0.45p/mile). Local Gov act 1972 s111
	Reimbursement C Gill stamps ( 4 x large 2nd £3.04 (tenders) plus £6.72 for book of 12x2nd class stamps), total £9.76
	Reimbursement C Gill for gift cards for Best Gardens Competition, from Wyevale garden centre (£20, £15, £10, £10 and extra £10)
	Harveys for plaque and trophy for Best Gardens Competition (from Harveys Trophies).
	Acer Garden Landscapes October mowing
	Acer Garden Landscapes hedge cutting
	Charles Raby Timber - remove 1 tree (£75) and grind 2 stumps (1 x £80, 1x £30)
	Grant Thornton - external audit 2016-2017
	Fenns Stationery for ink and ringbinder
	Water Plus - car park drainage 1st April 2017 to 1st October 2017
	Hixon Memorial Hall Room hire July - Sept (2 sessions)
	CDEC - remainder of invoice from Sept. For projector system - cables, cases and workshop
	HMRC for income tax (£35.80) and NI payments (employer £11.58x2 (Oct/Nov) and employee £10.07x2 (Oct/Nov) = £43.30)
010/17	Documents Received: Stowe by Chartley Parish Council Newsletter

17th November 2017

X

Catherine Gill  
Clerk to Hixon Parish Council

<b>Report</b>
Chair
Chair
Chair
Chair
Chair
Chair
Chair
Cllr. Hopcroft
Cllr. Hopcroft/Chair
All
(Cllr Mrs M Aberley)
Chair
Chair
Cllr. A Murdoch
Councillors
Cllrs. Hopcroft & Mrs C Murdoch
Chair
Clerk
Clerk
Chair
Chair
Cllr. Baxter
Chair
Cllr. A Murdoch
Chair
Cllr. Hopcroft
Chair
Clerk
Cllr. Mrs S McKeown
Chair
Chair
Councillors
Chair

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Chair
Cllr. Hopcroft
Clerk
Clerk
All
All
Clerk
Clerk
Cllr. Baxter
Chair
Chair
Councillors
Clerk to book Hall
County and Borough Councillors
Permit
Chair
£708.00
£59.50
£28.35
£9.76
£65.00
£49.00
£785.09
£180.00
£185.00
£240.00
£83.13
£215.97
£32.40
£238.68
£79.10