

Hixon Parish Council
Minutes of Parish Council Meeting Tuesday October 16th 2012

In attendance for all or part of the meeting:

Cllr B McKeown (Chair), Cllr J Carmichael, Cllr P Hopcroft, Cllr D Sephton , Cllr R Tonge, Cllr G Tummey.

Members of the public: See list of people signing as In Attendance.

Ref	Item	Action
001/12	Apologies received from: Cllr Mrs C Hassall, Cllr Mrs S McKeown and from members of the Public: Cllr Mrs J Tabernor, Cllr L Bloomer.	-
002/12	No declarations of interest were made.	-
003/12	Minutes of meeting September 18th 2012 were accepted as accurate.	-
026/10	Survey on Rural Exception Housing from Housing Plus and Stafford & Rural Homes: Planners have approved all 3 sites put forward, Highways have approved 2 of the sites. Agreed to give permission for land owner of preferred site (number 11) to be approached. Some technical issues are being discussed with the landowner.	Clerk
067/09, 081/09	Speed and Highway Safety in Hixon Parish. Maps and details/proposals of highway safety measures have been sent to Chris Mitchell for comments and prices. Cllr. Tummey to find out details of Homezone requirements. No further update available. Main contact within Highways is likely to be Harfan. Clerk has contacted Chris Mitchell asking for movement forward as precept needs to be set for 2013-2014. shortly. Response received, will forward feedback as soon as he can. Clerk to contact Chris Mitchell again stressing need for movement. An interview with Radio Stoke was recorded on Monday 8th October with Cllr. B McKeown and Mrs Darke (parent), on High Street, in connection with speed and traffic problems and the need for additional safety measures.	Clerk
As above	Speedwatch Campaign: 2 sessions held since last meeting. New Road is worst area for speeding, Church Lane also bad. 32 exceeding speed limit out of ca. 300. Some very high speeds are being recorded, the police are actually getting worse results by the school. 5 sessions planned for next 6 weeks. Speedwatch meeting will be held at ca. 6.30pm in hall prior to next PC meeting.	Cllr. Tummey
021/09, 023/09, 074/09, 091/09	Playing Fields Report: No problems. Sponsor board now in place. Invite Staffs Environmental Fund representative along to unveil the board. Chair to contact Stone Canoeist to official ceremony. Fresh Air Fitness have had a team out to sort out the problem with the rust again. If problems re-appear, take Fresh Air Fitness up on replacement offer. Clerk has tabulated prices received for repairs from the 3 contractors that are quoting. Review the prices and possible addition of a roundabout at budget time and during asset inspection. Familiarise with rust problems on fitness equipment during asset inspection.	All
097/07	Allotments: Sponsor board now in place. Awaiting official opening ceremony. Plans for derelict building to be looked at in October. Need planning permission and an idea of costs plus sources of funding. Allotment paths are to be kept weed free by allotment holders. Clerk has established that Parish Councils pay half the normal fee for a planning application, fee would be £75. Chair to speak to Allotment Committee about them paying half of this. Fee money (from PC) would come out of ring-fenced allotment money. See if planning permission is granted then look for external funding for works.	Chair
063/08 & 043/09	Walk leaflets: Leaflets have been updated with details provided - Leaflets finished with the exception of Hixon Heights Walk - fingerpost present but rather too far up the hill and would be better on other side of road (should be on side nearest where the path goes through the residential property). Revised walks will go on website, interested parties can print them from there. Clerk to contact Footpaths people re siting of fingerpost.	Clerk
201/06	Disputed Land at Hammonds Croft: Plan showing piece of land transferred has been prepared and agreed with householder - copy has been provided to householder for forwarding to Land Registry with paperwork and fee. Awaiting feedback from householder's solicitor that everything completed.	-

046/09	Publicity for Compass magazine - Chair to provide monthly articles by 2nd Monday in the month. Chair to write article re Sycamore Drive Play Area for Compass. Cllr. Tummey has offered to help e.g. by preparing information on Speedwatch and preparing a resume of the PC meeting for Compass.	Chair/Cllr Tummey
094/09	Land Registry: Checking which bits of land are registered as owned by Hixon Parish Council. Hammonds Croft and Sycamore Drive land title registers purchased - OK. Ridgeway OS is registered, Lauder Grove is unregistered, Church Road is unregistered, Meadow Glade is unregistered. Car Park is registered, Greenfields and Featherbed Lane are unregistered. Need to change some title registers from Stowe PC to Hixon PC. Clerk and Cllr Sephton have looked through old files stored at back of Memorial Hall. The original Playing Fields gifting document has been found, together with other paperwork on land. Most files from the cabinets have now have been discarded. Clerk to look through files and liaise with Land Registry.	Clerk
101/09	Car Park light: Bollard light has arrived and is with contractor. Installation to follow shortly.	Clerk
051/10	JBMI Liaison Committee - EA sent on a "letter" from JBM re increasing the height of the chimney stack and consulting residents - it was decided to go back to the County Council asking about the proposed liaison committee: County Council are organising a liaison group to include Hixon PC. The letter sent on by the EA was apparently an invitation top consult, a "paper" letter has now been received. Decided to reply saying that PC will discuss the proposed new chimney stack once a formal planning application has been received. Letter has been sent to JBM. Level of problems and complaints re smell and noise has increased again recently. St Peter's school have had a consultation meeting with JBM , they felt the proposed new chimney would have several advantages over the current situation. County Council liaison group should be close to being set up as the local agreement is close to being finalised.	Clerk
061/10	HR Working Group: Agreed that Council accepts the review as prepared by Cllr Tummey and that changes to hours and additional details will be added to contract by way of an addendum. Contract will be reviewed if and when appointing a future clerk. A separate section on HR will be added to the Standing Orders.	All
064/10	Bus service changes - Cllr Mrs S McKeown and Cllr B McKeown attended a meeting discussing a combined bid for funds for Community Transport from County Council (awarded by the Lottery Fund) on January 25th. It is a Ring and Ride scheme with volunteer drivers. Person requesting the ride pays the volunteer, volunteer passes money to the organisation and the organisation pays the volunteer's mileage plus a little bit over. Tixall with Ingestre, Hixon and Colwich present. Stowe by C may be interested. Could operate as different schemes with one (paid) co-ordinator. Questionnaires are being produced to establish the interest in the village. Questionnaire will not be provided by Colwich PC but they have provided information. Put article in Compass and Newsletter to establish interest. Cllr Mrs S McKeown has prepared a piece for Compass magazine, this was sent to Compass in June. Sent again for November Compass as did not appear over the summer.	-
046/11	Encampment at side of canal in Pasturefields: Canal boats set up a camp on the canal at Pasturefields, a Romany caravan is also there. SBC Planning are looking in to this and also static caravans parked at the side of the canal. SBC have asked for help from residents to record movements etc. at the encampments over a 28 day period. Two possible volunteers to do this. Chair will ask one person to keep a log. Planning Enforcement are following procedures with a view to enforce planning permission application - boat owners say that boats are not in the water as the bank has eroded and the boats are on land. British Waterways have not given permission for boats to be moored. Enforcement action is going ahead, certain items have been removed. The legal department of SBC have written giving intent of a summons. The time runs out Monday Sept 24th. It is believed that a summons has been served.	-
032/11	Consider Website update/revamp: We are nearly at the stage where we can do things ourselves with the new website. News page has been set up. Link sent to all Councillors so that everyone can have a look at what has been set up. Try uploading articles etc. to the website.	Clerk/Chair
005/12	Community competition 2012: Presentation evening was held on Monday October 8th in the Green Man. There was good turnout (ca. 30 people) and was a friendly evening. Try and think of new categories for next year?	All

015/12	Revised Code of Conduct: Code of Conduct from the Borough Council has been published - can use this draft version for Parish Council. Main difference from previous code is that the pecuniary interests of spouses/partners now have to be disclosed. Circulate draft model 2012 and current Hixon Code of Conduct to all councillors. Clerk to ask for list of changes from SBC and circulate.	Clerk
032/12	Local Development Framework: response to most recent consultation: Response has been sent in to SBC planning. Leave on agenda for updates etc. It has been proposed that some villages are removed as Key Service Villages due to lack of facilities, Hixon has less facilities than some of these.	-
037/012	Public meeting for 12/16714/OUT Building for Use Class B1(Business) and/or Use Class B2 (General Industry) and/or Use Class B8 (Storage and Distribution) (outline) - access, appearance, layout and scale to be determined - Air & Ground Aviation Land Off New Road, Hixon. The notes taken at the meeting were agreed as representative and will be included with the minutes from June's meeting. Concerns were raised at the meeting by a member of the public that someone was audio recording the meeting. The man was asked by the Chair if he was actually recording the meeting and replied "No". This was witnessed by Cllr Sephton. It was agreed that a flyer should be distributed to residents once the date of the committee meeting is known. A coach will be arranged to take residents to the meeting. Clerk has requested date of site visit and committee meeting from Mark Alford. A dossier will be provided to Planning Committee members a few days before the meeting, prepared by the Chair. Cllrs. Tabernor and Perkins have been asked for their support against the planning application, as Hixon residents have demonstrated that they do not want this building. Case Officer has not made a decision on this yet, no site visit or committee dates set. The 13 weeks decision making timeframe was up at end of July - Clerk has contacted case officer to establish if application is still valid - he is still waiting for some responses and says application is still valid.	Clerk
038/12	Correspondence received as a result of public meeting (037/12): discussed In Camera.	-
039/12	Hammonds Croft open space: It is believed that the PC own the hedge on left hand side of open space, viewed from the front. Clerk to take a look at height of hedge etc. Hedge is not unduly high and has been kept in good order. Hedge at front of garden is kept at same height as side, which could potentially lead to problems if the PC owned part only was cut. Clerk to send a letter to householders asking if they want the PC part of the hedge cut.	Clerk
040/12	Banks opposite Memorial Hall: shrubs causing visibility problems. Chris Mitchell has advised formally notifying Highways of he visibility problem so that investigations can be made by Highways officers. Cllr Hopcroft suggested that Highways also be formally informed of the visibility problem when turning out of New Road on to Martins Way - this was agreed by Cllrs. Highways suggested that the NHT cut down the offending shrubs - Clerk to check that Highways think the shrubs are causing visibility problems and that they need to be removed. Highways now say the best thing would be for PC to contact householders to arrange for them to meet with Highways to discuss cutting back 2-3 shrubs on the bank.	Clerk
062/11	Sunken path - Hammonds Croft to Church Lane link: discuss quote for repair to tarmac of £280 + VAT. The quote was agreed as acceptable (price is for when the contractor is in the area with spare tarmac) but decided to wait until later in the year in case the recent wet weather causes further subsidence (a drainage stream runs underneath the path). The work has now been completed.	-
042/12	Problem with weeds in garden of 8 Martins Way. As the property is privately owned, it was decided that the Parish Council could not take any action as it does not become involved in neighbour disputes. Clerk to write to peson who raised the problem to explain.	Clerk
043/12	For information: Audit Commission has signed off accounts for 2011-2012.	
044/12	Consider quotes for Minor Highways work: it was decided to accept the lowest quote, from the contractor who performed the work last year.	Clerk
045/12	Consider quote for cutting back playing field hedge (£150+VAT): Quote accepted. Clerk to notify contractor.	Clerk
046/12	Consider quote(s) for cutting back trees around car park and removal of willow tree. There were concerns raised at cutting down the willow tree - look at trees during asset inspection and make a decision then re what work to do.	Clerk and Councillors

047/12	Grass cuttings - discuss placement on playing field. It was decided that all grass cuttings must be placed in the 3 corners of the playing field (not the corner by the swings) only - not on the bank. Clerk to tell contractor.	Clerk
048/12	Dog fouling on Featherbed Lane: A letter has been received complaining about dogs fouling gardens in Featherbed Lane with a request to include dog fouling in the next Newsletter. Decided to write to resident stating the concerns were noted and asking if she knows the names of any of the perpetrators to let the PC know and to pass this message on to other residents. It was not felt that dog fouling was bad generally throughout the village.	Clerk
017/12	Chairman's announcements:	None
018/12	Councillor Questions:	
	Comment that the hedges on Church Lane were rather overgrown.	-
	A question was put to A. Stafford-Northcote about the possible of removal of 3 villages from the Key Service Village list and what would be the grounds for this happening? He will speak to Alex Yendole.	-
019/12	Date of next meeting: November 20th 2012.	Clerk to book Memorial Hall
020/12	Public Participation	
	A resident asked why the hedges at the end of New Road had been removed - probably in connection with the planning application for Air & Ground, in connection with the visibility at the junction.	
	A resident queried if any specific sites for housing development had been identified - No.	
021/12	Planning Applications:	None
022/12	Planning Reports	None
023/12	Bank Reconciliation.	Performed
024/12	Schedule of agreed payments	
	C Gill salary - October (gross). Local Gov act 1972 s111.	£622.26
	C Gill expenses - October. Local Gov act 1972 s111	£48.50
	Reimbursement C Gill mileage (34 miles @ £0.45p/mile). Local Gov act 1972 s111	£15.30
	Reimbursement of C Gill for stamps - (24x60p = £14.40). (12x60p = £7.20) Local Gov act 1972 s111	£21.60
	Reimbursement of C Gill for trophy/plaques (£77) and gift cards (£70) as prizes for garden competition. Local Gov act 1972 s111	£147.00
	Acer Garden Landscapes for September's mowing (less retention)	£711.64
	Fenns Stationery	£50.82
	Audit Commission	£480.00
	Memorial Hall - July and September	£32.00
	Severn Trent Water (2nd April 2012 to 1st October 2012).	£207.71
	SBC for amenity skip July and September (September free)	£70.00
025/12	Correspondence received: Invitation to Western Power Distribution workshop with luncheon, Amended Fire Safety information for Hixon Memorial Hall, Police and Crime Commissioner Elections on 15th November, letter on recognising Staffordshire's volunteer heroes, Notice of consultation on Joint Waste Core Strategy, invitation to Gala Performance of Beauty and the Beast.	