

Hixon Parish Council
Minutes of Parish Council Meeting Tuesday November 20th 2012

In attendance for all or part of the meeting:

Cllr B McKeown (Chair), Cllr J Carmichael, Cllr D Sephton, Cllr G Tummey, Cllr Mrs C Hassall, Cllr Mrs S McKeown.

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

Ref	Item	Action
001/12	Apologies received from: Cllr R Tonge, and from members of the Public: Cllr Mrs J Tabernor, Cllr L Bloomer, Cllr A Stafford-Northcote.	-
002/12	No declarations of interest were made.	-
003/12	Minutes of meeting October 16th 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. Chris Mitchell has been asked again to provide feedback to enable budget to be set for next year.	Clerk
As above	Speedwatch Campaign: The first annual meeting of the Speedwatch group was held earlier in the evening. 24 of the planned 28 sessions had been completed (4 lost due to injuries and weather). 3282 vehicles were monitored of which 254 were speeding (in excess of 30mph and made no effort to slow down). This is 7.7%. In the last 2 sessions held, no cars were speeding, this is considered a success.	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. Cllr Hopcroft to provide information on problem with seat backs on Pull-Down Challenger.	Cllr Hopcroft
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
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. Some problems reorted with map - not signed and blown up scale. Householder's solicitor is trying to sort this out.	-
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 later in the week.	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.	Clerk to write the addendum.
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. Article in November Compass, 2 replies received so far: one wanting transport, one offering transport.	-
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 ran 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. Awaiting lesson on how to populate website.	Clerk/Chair
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. Draft model 2012 and current Hixon Code of Conduct circulated to all councillors. List of changes as such not available from SBC, appendi 1 to reort that states the main changes has been circulated. Sub-cmmittee agreed to look at the paperwork and report back in January as to what needs to be done - Cllrs: Mrs S McKeown, Mrs C Hassall, D Sephton.	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. Planning Committee gave permission for the outline planning application to go ahead. A large number of Hixon residents have indicated their disgust at this decision at the planning meeting, at the PC meeting and via e-mail etc. The decision was based on innaccurate and misleading information. A resident has agreed to lead the complaint on behalf of other residents against Stafford Borough Council's decision and take the case to the ombudsman if necessary. Signatures collected at the meeting and a door- to-door flyer will be produced, to be completed and returned, stating support for the complaint. It was suggested by a resident that advice from a planning consultant may be useful.	All
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. Reply received asking for 2 feet off the height, prices for work obtained and lowest price of £100 accepted. Clerk to arrange for work to be carried out.	
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. Letter sent to householder, who replied via e-mail with phone number to enable Hiighways to contact him. Clerk has passed on the information to Highways.	Clerk
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. Contractor says that grass piles will be too large if put in corners, bank has been used for years. Still ask contractor to remove them, corners only have been supposed to have used recently.	Clerk
049/12	Draft budget 2013-2014: deferred until December's meeting.	Clerk
050/12	Neighbourhood Plan: Agreed that Hixon should apply for a Neighbourhood Plan, Clerk to draft letter based on Colwich letter.	Clerk
051/12	Actions from asset inspection: Not all that many actions, Clerk to obtain prices for work.	Clerk
052/12	Discuss separation of Hixon from the Haywoods/Colwich in local election. Residents at the meeting agreed that this should be taken forward - to be progressed in New Year.	Clerk
053/12	Discuss play surface repairs/renewal and roundabout: Discuss with budget next meeting. Clerk to get prices for 4 pieces of play equipment (including a roundabout) in the £5-6K region for budget. Proposal made and agreed that St Peter's children should chose which piece they would prefer to have on the playing field.	Clerk
054/12	Footpaths: problems with stiles etc.: A resident has been in contact with the Footpaths team re the placing of an obstructive stile on footpath 10 and various other footpath problems/obstructions. Agreed that PC will send letter of support for resident to Rights of Way Officer.	

017/12	Chairman's announcements:	None
018/12	Councillor Questions:	
	A resident has requested a bench on Ridgeway open space - Clerk to get a price for budget.	Clerk
019/12	Date of next meeting: December 18th 2012 starting at 7pm to allow time for budget discussion.	Clerk to book Memorial Hall
020/12	Public Participation	
	Various comments and questions raised concerning how best to get the planning decision (037/12 above) overturned. Unanimous support for this from Hixon residents present.	All
	Footpath issues raised (see 054/12 above).	Clerk
021/12	Planning Applications:	None
022/12	Planning Reports	None
	12/17180/OUT The Bungalow, Pasturefields Lane: Demolition of existing bungalow and construction of five 4-bedroomed houses.	Refuse
	12/17568/FUL Common Farm, Pasturefields: Construction of new agricultural livestock/storage barn	Permit
	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 Stafford	Permit
023/12	Bank Reconciliation.	
024/12	Schedule of agreed payments	
	C Gill salary - November (gross). Local Gov act 1972 s111.	£622.26
	C Gill expenses - November. Local Gov act 1972 s111	£48.50
	Reimbursement C Gill mileage (10 miles @ £0.45p/mile). Local Gov act 1972 s111	£4.50
	Reimbursement of C Gill for stamps - (12 x 50p 2nd class) Local Gov act 1972 s111	£6.00
	Acer Garden Landscapes for October's mowing (£600.98) plus retained sum (£326.74) Retained sum not paid as grass cuttings issue not yet resolved.	£600.98
	Fenns Stationery (ink, lined paper pads, envelopes)	£92.59
	Charles Raby - willow tree branch plus trim trees around car park	£90.00
	Leons Coaches - to and from planning meeting on Nov 7th	£145.00
	MAC Groundworks for repair to tarmac on Hammonds Croft-Church Lane link footpath	£336.00
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.	

Meeting finished at 9.50 pm.