

Hixon Parish Council

Minutes of Parish Council Meeting Tuesday January 17th 2012

In attendance for all or part of the meeting:

Cllr B McKeown (Chair), Cllr Mrs S McKeown, Cllr G Tummy, Cllr P Hopcroft, Cllr D Sephton, Cllr J Carmichael.

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

Ref	Item	Action
001/11	Apologies received from Cllr Mrs C Hassall, Cllr R Tonge and from members of the Public: Cllr J Tabernor.	-
002/11	No declarations of interest were made.	-
005/11	Minutes of meeting November 15th and November 29th 2011 and January 10th 2012 were accepted as accurate.	-
067/09	Speed and Highway Safety in Hixon. Includes Lea Heath (081/09). Speedwatch campaign: Clerk should receive an invoice for £938.90 shortly for the purchase of the equipment. A trainer and site assessor have been identified. All volunteers should have been called together by the next meeting - can hire Memorial Hall if necessary. Traffic calming fixed measures - a budget price and a check on feasibility is required for each of the traffic calming measures proposed - these should come from Chris Mitchell. Within the next month, plans for the proposed measures to be drawn up, photos of typical examples taken, diagrams made on the plans provided. Fix date to meet with Chris Mitchell and colleagues - Clerk to contact Chris Mitchell, Cllrs to prepare plans. Once prices and feasibility established, arrange for a public consultation event at Memorial Hall, stands to be manned by Cllrs. Meet Sunday Jan. 22nd at 10.30am to visit typical chicanes for measurements and photos.	All
026/10	Survey on Rural Exception Housing from Housing Plus and Stafford & Rural Homes: Some sites have been identified and details circulated to Cllrs. - due to the lack of time to look at the details, this will be discussed at February's meeting - ask S&RH/Housing Plus to attend March's meeting.	Clerk
021/09 and	Playing Fields Report. No problems, new bin is proving successful. Ask Fresh Air Fitness's representative to look at equipment again.	Clerk
097/07	Allotments: Allotment society have requested that the sponsor signboard is put on the vehicle gate, facing outwards. Could it be put on posts a side of gate, so it can be seen from outside when gate is open? Logo has now been provided (choice of four). Chair has made progress with Sponsor signboard, should be ready by next meeting.	Chair
063/08 & 043/09	Walk leaflets: Leaflets have been updated with details provided - changes to walks now provided, Clerk to compare the walks across the airfield estate.	Clerk
201/06	Disputed Land at Hammonds Croft: Waiting for householder to provide plan showing original boundary.	-
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.	Chair
074/09	Revamp of playing field play areas: Chair has made progress with Sponsor signboard, should be ready by next meeting.	Chair
094/09	Land Registry: Checking which bits of land are registered as owned by Hixon Parish Council. Clerk and Chair may need to visit William Salt library to find reference to playing field as it is unregistered. 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 to look through old files stored at back of Memorial Hall. Are the original Hammonds Croft estate plans there? Can throw away anything over 5 years old (tax etc. 7 years) and any brochures, trivia etc. that there is no need to keep at all.	Clerk/Cllr Sephton

101/09	Car Park light: Agreed to pursue low level (bollard type) light. Will need to tap off Memorial Hall electricity supply via meter. Clerk to obtain further quotes for all the work (try for 3 quotes). Memorial Hall Committee are arranging for some lights down the side of the building, towards the rear - have suggested that they get quotes for all the work (including the bollard light). Clerk to provide bollard specification to Memorial Hall Committee so that quotes can be arranged. Waiting for quotes to come in.	-
039/10	Hixon Airfield Estate: footpaths, pig shelters etc. Nothing new. Delete for next month.	Chair.
051/10	JBM - use of outside storage area, pylons, lighting - planning application. Planning permission was given, objection being made by resident.	-
061/10	HR Working Group: Cllr Tummey presented his report on January 10th, Cllrs had final discussions in Clerk's absence.	-
064/10	Bus service changes - response received from Charles Soutar. Waiting for a response from Charles Soutar. Cllr Mrs S McKeown to attend a meeting discussing a combined bid for funds for Community Transport from County Council (awarded by the Lottery Fund) on January 25th.	Cllr Mrs S McKeown
041/11	Parking on The Croft: A meeting took place on the afternoon of November 15th with Cllrs. Mrs C Hassall, Tummey and Sephton present. Also present were Chris Mitchell (Highways), Paul Hare (S&RH) and Neil Williams (local police). The problem of the narrow road and lack of driveways was recognised - however, there is a large car park to the side of The Croft that could be much better utilised (no lighting is apparent which may affect usage). Paul Hare said that S&RH may be able to provide drop kerbs for their houses but as they did not own many on The Croft, the effect would be minimal. Chris Mitchell said that Highways would not be prepared to spend the money required to widen the road to provide parking spaces unless there were major works planned on the road for other reasons. Neil Williams will monitor the parking during the evenings. No-one has a right to park on the road outside their house, anyone can park there. It is not an offence to park in a way that is likely to cause an obstruction, the offence occurs when the road is actually impassable to someone. Clerk to write to residents of The Croft to let them know the outcome of the meeting.	Clerk
045/11	Findings from Asset Inspection: quote for moving the 7 concrete planters to the Memorial Hall is £30. Moving planters to hall is conditional on agreement from Memorial Hall Committee. Committee has said it does not want the planters and has asked for the planters outside the hall to be removed. Chair to advertise the 9 planters in Compass as free, "buyer" collects.	Chair
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.	-
048/11	Community Support with Winter Maintenance Assistance: This covers residents gritting footpaths using salt/grit supplied by CC. Ask if there is any cost to PC e.g. is the salt/grit supplied free of charge? Salt bins are topped up at the start of the winter but may not be re-filled after this. Decided that as winter was halfway through, no need to get involved in Ice Buster campaign this winter.	-
050/11	Joint Section 53 application for airfield estate, with Stowe-by-Chartley Parish Council: Chair will be liaison person with John Lameris and Stowe by C PC for section 53 matters. John is trying to get statements from walkers/users of the airfield footpaths for the past 20 years. Once application submitted, if it is granted (say in several years time), then land would have to be put back to how it was at the time application submitted. Chair to contact Roly about using Paul Spivey to assist with application and to put him in contact with John Lameris and Tom Lyons. Chair to liaise with Cllr Tonge re completing a form stating usage of airfield for walking. Council agreed to support a joint section 53 application with Stowe by Chartley Parish Council. Application is with County Council, awaiting approval.	Chair

052/11	Draft budget 2010/2013 - outline for discussion. Budget was agreed in principle. Precept to be raised to £24000 (+4.1%) agreed by unanimous vote, to cover increase in costs and loss of concurrent functions allowance of £318 from SBC. A maximum of £5K carried over as reserve from 2011/2012 may be used to perform research and facilitation for the Highways road safety improvements project.	Clerk
053/11	Consider how to award the £50 gardening voucher from the Green Awards: Clerk to try and transfer to gift vouchers £25, £15, £10 (transfer if permitted). See if Kath Newbould would appreciate a voucher as she provides plants for the Egg Lane trough - Cllr Hopcroft to enquire. Otherwise, use as prizes for a stall at village fete for fruit and veg.competition.	Cllr Hopcroft/Clerk
054/11	Consider application for grant of £390 from Hixon Youth Club for outside lights on Village Hall: More information required - who will use them, who pays for electricity, are they on a timer or motion sensor etc.?	Clerk
055/11	Consider civic amenity (skip) visits for 2012/2013 - charge is £100 (incl. VAT) for 2 hours (previously £78.30). 1 hour is £70. Buy 2 get 1 free. Decided to opt for 1 hour session (previously 2 hours), preferably 10am to 11am, pay for 4 visits and get 2 free. Total cost of £280.	Clerk to arrange
056/11	Consider an exhibition of Highway Safety improvements: Agreed, arrange once feasibility and budget price for each road safety measure is known.	-
057/11	Consider replacing the 2 child cradle swing seats: quote of £286 + VAT for supply and fitting: Agreed, arrange ASAP.	Clerk
058/11	Consider the provision of a skate park (2 requests): Find out information on costs.types etc.	Clerk
032/11	Consider Website update/revamp: Agreed, free-of-charge work to be performed by student as part of school project.	Chair to arrange
012/11	Chairman's announcements:	
	Council should enter the PC's Newsletter in the National Parish Magazine Awards	Clerk
013/11	Councillor Questions:	
	Can Puddle Hill, Ridgeway and Highfield be added to the gritting schedule? Can we have a copy of the gritting schedule?	Clerk to enquire
	If the Kerygma bus breaks down on the 3rd Tuesday of the month (coinciding with the PC meeting), should we offer the use of the main hall to the Kerygma people? Yes, Clerk to contact Kerygma.	Clerk
	The car park needs sweeping again, to remove the branches/twigs and leaves. Contractor or NHT team?	Clerk to arrange
014/11	Date of next meeting: February 21st 2012.	Clerk to book Memorial Hall
003/11	Public Participation	
	What has happened to Speedwatch? See earlier item (067/09).	-
	There was some discussion on the clearing of grips and gullies and which sides of the road in Lea Heath were in which Parish - Clerk to provide maps showing Parish boundaries to Chair, for resident to view.	-
	A grit bin is required in Lea Heath, on the Drointon Road, as the milk tanker gets stuck coming from the Bungalow in to Lea Heath.	Clerk to request
	Staff are being recruited at Stafford Hospital to allow A&E to open up again 24/7 as soon as possible.	-

015/11	Planning Applications:	None
016/11	Planning Reports	
	11/16174/FUL Extension on the Green Man, Lea Road, Hixon	Permit
	11/16220/FUL Rear extension to Unit 16A at Hixon Airfield Estate .	Permit
	11/16164/FUL Revised application to 10/13077/FUL - conversion of old War 2 bomb stores to a dwelling, Spring Farm, Amerton Lane,	Permit
	11/16314/FUL Conversion of building in to two dwellings, Heath Farm, New Road, Hixon	Permit
	11/16371/HOU Timber entrance gates, The Old Mill, Knowle Farm, Lea Road, Hixon	Permit
017/11	Bank Reconciliation.	Performed
018/11	Schedule of agreed payments (Clerk December payments, Fenns, TGM and Panda Press paid in December, Acer replacement cheque paid earlier in January).	Paid as per below:
	C Gill salary - December (gross). Local Gov act 1972 s111. - Paid in December.	£583.20
	C Gill expenses - December. Local Gov act 1972 s111 - Paid in December.	£48.50
	Reimbursement C Gill mileage (10 miles @ £0.45p/mile). Local Gov act 1972 s111 - Paid in December.	£4.50
	Panda Press for highway safety meeting flyers - Paid in December.	£155.00
	Fenns Stationery for ink and folders - Paid in December.	£70.55
	TGM: Weed spraying (Autumn) £106.80, flower bed maintenance (Autumn) £438, Minor Highways work £456, Church Lane planter £46.20 - Paid in December.	£1,047.00
	Acer Garden Landscapes - replacement cheque for that lost in post from November 2011 (cheque 2286) - paid on January 10th,	£1,230.78
	C Gill salary - January (gross). Local Gov act 1972 s111.	£583.20
	C Gill expenses - January. Local Gov act 1972 s111	£48.50
	Reimbursement C Gill stamps (12 2nd class@£0.36 = £4.32) Local Gov act 1972 s111	£4.32
	Reimbursement C Gill mileage (26 miles @ £0.45p/mile). Local Gov act 1972 s111	£11.70
	Solicitor for John Martin - land for allotments lease contract	£420.00
	SBC for uncontested Hixon Parish Council election May 2011	£125.97
	Memorial Hall room hire October to December 2011	£24.00
019/11	Correspondence Received: Letter from Jeremy Lefroy in connection with our request for his assistance with planning reform proposals submitted by Leiston-cum-Sizewell Town Council, application form for BKV competition, SPCA December Newsletter, Invitation from Mayor/ess to an Antiques Quiz and valuation Evening, Thursday 9th Feb at 7.30pm, information on National Parish Magazine Awards 2012, Community Council of Staffs Autumn Newsletter.	

Meeting finished at 10.00 pm.