

Hixon Parish Council
Minutes of Parish Council Meeting Tuesday February 21st 2012

In attendance for all or part of the meeting:

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

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

Ref	Item	Action
001/11	Apologies received from , Cllr R Tonge and from members of the Public: Cllr Mrs J Tabernor, Cllr A Perkins, Cllr A Stafford-Northcote, Cllr L Bloomer .	-
002/11	No declarations of interest were made.	-
005/11	Minutes of meeting January 17th 2012 were accepted as accurate.	-
067/09	Speed and Highway Safety in Hixon. Includes Lea Heath (081/09). Speedwatch campaign: Invoice for £938.90 for the purchase of the equipment has been received. Halls hired for training (2 hours - 1 hour in classroom and 1 hour outside with radar gun). Risk assessments on sites need to be performed, police officer from Burton will be doing this. Cllr Tummey has authority to lead Speedwatch campaign. Speedwatch campaign should start fully late March/early April. Traffic calming fixed measures - meeting with Chris Mitchell plus colleagues arranged for 6th March at 10am in Hixon. Proposals are for a rumble wave and chicane on Lea Road and New Road. Raised zebra crossing outside school, at crossing point (liaise with Head Teacher). Create a single track on High Street (pinch from both sides), providing walking space. Public exhibition of proposals (after agreement with Chris Mitchell etc.) will take place at a weekend.	All
026/10	Survey on Rural Exception Housing from Housing Plus and Stafford & Rural Homes: Sites discussed In Camera - some sites ruled out completely. Decided to rank remaining sites and permit 3 sites to be put forward in 1st, 2nd, 3rd order.	Chair
021/09 and	Playing Fields Report. No problems. Ask Fresh Air Fitness's representative to look at equipment again, try for a weekend.	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 presented proposed wording, Cllrs. to feedback suggested suggest changes to Chair.	Cllrs.
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: Householder has provided plans supplied by mortgage lender. Cllrs. Carmichael and Mrs C Hassall to draw map showing piece of land transferred.	Cllrs Carmichael and Mrs C Hassall.
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 presented proposed wording, Cllrs. suggested suggest changes to Chair that were made at the time.	Clerk
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. No-one has quoted - ask the contractor doing the Memorial Hall lights to quote.	Clerk
051/10	JBM - use of outside storage area, pylons, lighting - planning application. Planning permission was given, objection being made by resident. Minutes of meeting with Environment Agency and 2 residents to be circulated once finalised.	Clerk
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 - Waiting for a response from Charles Soutar. 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. It was agreed to wait and see the questionnaire and then decide whether to proceed. Minutes of the meeting were provided by for copying. Clerk to send a copy to Weston PC and see if they want to join the group of interested villages.	Clerk/Cllr Mrs S McKeown
041/11	Parking on The Croft: Clerk has written to residents of The Croft to let them know the outcome of the meeting. Clerk trying to find out who owns the car park land.	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. Clerk to get quote for removing all 9 planters and disposing of them - can go ahead with a quote up to a maximum of £100.	Clerk
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.	-
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. Council agreed to support a joint section 53 application with Stowe by Chartley Parish Council. Application is with County Council, awaiting approval. Letter from Roly Tonge re usage of airfield for walking etc. has been received. Chair to provide suitable dates for a meeting with Mr Murphy at SCC.	Chair/Clerk

052/11	Draft budget 2010/2013 - budget dated 21/02/2012 (last updated) with Total Receipts of £34402 and Total Expenditure of £42643 was agreed.	Clerk
053/11	Consider how to award the £50 gardening voucher from the Green Awards: Voucher cannot be spent at the Wolsley Garden Centre, only at the Wolsley Wildlife Centre. They do not have gift vouchers. The shop sells mainly gifts, bird tables and bird food and seeds. Decided the most appropriate things to use as prizes would be bird tables - Clerk to spend voucher and try and get 3 prizes (or more) of e.g. bird tables or similar.	Clerk
054/11	Consider application for grant of £390 from Hixon Youth Club for outside lights on Village Hall: More information provided plus a proper quote - will be on switch inside hall, only for use by youth club, hall will pay for electricity. Application for grant approved subject to Parish Council being able to use the lights as well if required. Not for general use. Key operated box over switch required, keys held by youth club and PC. Payment for work to be made directly by PC, to allow VAT to be reclaimed where applicable.	-
058/11	Consider the provision of a skate park (2 requests): Find out information on costs.types etc. A skate facility would cost from about £25K upwards, would not get much for £25K. Concern raised about using up too much of the remaining grass space. Conclusion: PC does not have sufficient funds to put towards a skate park at present.	Clerk to contact people who asked for skate facility
032/11	Consider Website update/revamp: Agreed, free-of-charge work to be performed by student as part of school project.	Chair to arrange
059/11	Consider renewing membership of Staffordshire Playing Fields Association - £15: Ask SPFA what are the benefits of being a member?	Clerk
060/11	Unauthorised signage at Heath Farm: The Parish Council welcomes the removal of any unauthorised sign or structure.	Clerk to notify planning
061/11	Streetscene exhibition in Hixon: Streetscene would like to hold a Community Day in Hixon on March 29th - Council agreed us of car park and will put up posters to advertise it. Streetscene will do some litter picking whilst in Hixon.	Clerk
062/11	Sunken path - Hammonds Croft to Church Lane link. There is a dip in the tarmac that is a potential trip hazard - (Clerk to get quotes for minimum work required to make safe). See 063/11 below.	Clerk
063/11	Community paths initiative - bid for 2012/2103. Put in bid for repair work on Hammonds Croft/Church Lane link and for repair work on Featherbed Lane path and Ridgeway path.	Clerk
012/11	Chairman's announcements: All Cllrs. are welcome to attend the meeting at Chair's house on March 6th.	-
013/11	Councillor Questions: Can Back Lane be gritted? Bus doesn't go up Back Lane when icy/snowy, missing out 3 stops, including that by old peoples' housing. Clerk had already requested this and been told No - will try again. The footpath by the housing on Walnut Crest is very uneven - it is also not gritted and is treacherous when icy/snowy. Clerk to contact Stafford & Rural Homes. 4UH have put in an invoice for £35.99 for hosting the PC website - authorisation for payment by Clerk made by Council.	Clerk to enquire
	The bank (Nat. West.) have asked for confirmation of personal details of all councillors on signatory list - Clerk to ask Nat. West. to send out details they already have, to individuals, and for Cllrs. to confirm these or add/change as required.	Clerk
	Acer contract renewal - suggestion made that the new price (increased by 2%) is fixed for 2 years and take out a 2-year contract with them. Unanimous agreement, Clerk to contact Acer.	Clerk
	Community Competition: It was agreed that the competition would run again this year. Clerk to ask Headteacher if children could make posters on a theme of road safety in Hixon.	Clerk
	Bus shelter/phone box cleaning and clearing footpath from church field to school - it was agreed that the contracts for these jobs be renewed if price remains the same.	Clerk

014/11	Date of next meeting: March 20th 2012.	Clerk to book Memorial Hall
003/11	Public Participation	
	Highway safety measures: it was requested that the measures put in place be sympathetic and in keeping with the surroundings, to keep the rural feel of the village. Consider all options available to keep traffic speeds down and to keep pedestrians safe. Don't use physical obstructions unless necessary, can be out of context with village.	All
015/11	Planning Applications:	
	12/16711/FUL Industrial Building (B1/B2), Project Fire at rear of existing building, Pasturefields Industrial Estate	No objections
016/11	Planning Reports	None
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 - February (gross). Local Gov act 1972 s111.	£622.26
	C Gill salary - extra due from January (gross). Local Gov act 1972 s111.	£39.06
	C Gill expenses - February. Local Gov act 1972 s111	£48.50
	Reimbursement C Gill stamps (24 2nd class@£0.36 = £8.64 plus 12 1st class stamps @£0.46 = £5.52) Local Gov act 1972 s111	£14.16
	Reimbursement C Gill mileage (50 miles @ £0.45p/mile). Local Gov act 1972 s111	£22.50
	SBC Amenity skips - November and January	£156.60
	Fenns - ink	£52.38
	Poppy wreath	£18.00
	SCC for Speedwatch equipment	£938.90
	Chairman's allowance	£100.00
019/11	Correspondence Received: Letter fom SCC re theft of grit from grit bins, CPRE newsletter (change of premises), invitation to Ladies Charity Luncheon, Notice of submission of the Staffordshire and Stoke on Trent Joint Waste Core Strategy 2010-2020 Development Plan Document, Western Power Distribution - invitation to Stakeholder Workshop on future investment plans 22nd Feb 2012.	

Meeting finished at 10.40 pm.