

# Hixon Parish Council

## Minutes of Parish Council Meeting Tuesday September 15th 2015

### In attendance for all or part of the meeting:

Cllr. B McKeown (Chair), Cllr Mrs M Aberley, Cllr Mrs S McKeown, Cllr N Baxter, Cllr A Murdoch, Cllr. P Hopcroft, Cllr M Kelly

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

Ref	Item	Action
001/15	Apologies received from Cllr Mrs C Murdoch and from members of the public Cllr. Len Bloomer	-
002/15	Cllr Baxter declared an interest in item 032/14 and did not take part in any decisions made on this item, Cllrs B and Mrs S McKeown declared an interest in planning application 15/22471/OUT: and were out of the room during discussions on the item.	-
003/15	Minutes of meeting August 4th 2015 were accepted as accurate.	-
039/14	Publicly Accessible Defibrillators: following talk by Paul Dadge on October 21st: Question on defibrillator added to NP Business questionnaire that went out late November. From responses, one at ALE and JBMI getting one. Discuss further in March. E-mail from Paul Dadge to Clerk, re supply of free defibrillators and vehicle conversion (possible Bristol involvement?), forwarded to councillors. The Bank House pub would be willing to house a publicly accessible defibrillator. April: ask if Hixon could have 3 free de-fibs and check price of cabinets (could get them sponsored?). May: Paul Dadge gave a brief explanation of the situation re the publicly accessible defibrillators. Hixon Airfield Services has agreed to sponsor/pay for one cabinet on Central Fasteners, Joules Brewery will sponsor half of one and try and fund raise for the other half with the Bank House, Haven't heard from McColls yet. Decision taken to order 3 cabinets (Maximum cost to PC is one and a half cabinets = approx. £900), on the basis that the PC can still get 3 free defibrillators. Clerk to check up-to-date defibrillator position and order cabinets if appropriate. Only 2 defibrillators now available for free - order 2 cabinets and wait and see what happens with funding before deciding on the third. Memorandum of Understanding discussed with Paul Dadge, currently checks recorded in notebook and residents not contacted in an emergency. Person to check have been agreed at each site. Agreed to apply for the Making a Difference Locally Grant, as nominated by McColls. Can get defibrillators for £400 through BHF, would need to by another cabinet - cost to PC (with McColl's grant) would be about £625 - agreed to go ahead with this. PC will pay for hire of hall for training sessions if necessary, Cllr. Hopcroft to try and arrange for free hire. Need to produce a leaflet for distribution to residents once training session dates arranged, one evening and one daytime. Training to include basic first aid/life saving skills, no need to go ahead with further 1st aid course at present. Paul Dadge says can get mannequins free with BHF grant. Send thank you letters to Roly Tonge and Joules for paying for cabinets.	Clerk
041/15	Gospel Hall Trust site on New Road: representatives of the Trust to give an update: The planning application has been refused on the grounds of a flood risk issue. The County Officer did not agree with the person the gospel Hall Trust were using. A new application will be put in, with a new drainage layout and using a pond to take the surface water. The Highways  safety feature has probably not been taken up with Highways yet - as the PC are going to be talking to Highways about the proposed Safety Features, the PC will bring the proposal up at the meeting, saying that there may be a sponsor for the New Road project. Contact Nick Dawson to arrange meeting. Discuss at Highways meeting (Richard Rayson, Len Bloomer).	Clerk
026/10	Rural Exception Housing from Housing Plus and Stafford & Rural Homes: Application out in Dec 2013, validated Feb 2014. Housing proposed is 5 rented properties (2x 2-bed bungalows, 2x 3-bed house, 1x 2-bed house) and 2 shared ownership properties (1x 2-bed and 1x 3-bed houses). Planning permission now granted (January 2015). Sampling going on, on-site, March 2015. Work has started, completion due for Spring 2016. Work temporarily halted, waiting for BT to put in a cable in the footpath, should be within the next 2 weeks. Youths had stolen the fire extinguishers from the site and discharged them, extinguishers now locked away more securely in main compound. Site manager is Mark Morris. Cllr Hopcroft is PC liaison person for the rural exception houses. Work ongoing on site.	-
067&081/09 & 056/11	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. Priorities as far as PC in concerned are: High Street, then all 3 entrances to the village (New Road, Lea Road and Church Lane - County Council should pay for safety measures on Church Lane outside school). High Street now complete. Write officially to Chris Mitchell to ask for prices for other road safety plans, as not had any prices in response to e-mails. Reply stated that he did not have the time or resource to provide prices for our projects as requested. Church Lane raised zebra crossing should be funded by CC and/or developer of 30 houses off Church Lane. Contact Chris Mitchell again for prices for projects. Ball park prices provided by Steve Knott are very high. Ask Len Bloomer for a meeting early September (with Highways), Mondays or Fridays. Involve, Len, Nick Dawson and Richard Rayson. Lorries still coming through village, Andy will take photos of the signage off the A51 and within the village for discussion. Try and get meeting for 16th or 23rd October (Richard and Len).	Clerk/ Cllr. A Murdoch
As above	Speedwatch Campaign: Cllr Hopcroft is now running Speedwatch and needs police training, waiting for Steve Bird to ring him back. Cllr. Hopcroft has contacted the volunteers to check they want to continue. Aim to start Speedwatch up again in the Spring. The speed gun does not need calibrating, use of the tuning fork is fine. More volunteers required, put advert in Compass, website etc.. Have 6 people and training will be arranged. Still could do with more volunteers, include in Newsletter. Cllr. Hopcroft waiting to hear from Police (Steve Nelson) as to when they can arrange suitable training.	Cllr Hopcroft/Chair

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<p>021/09, 023/09, 074/09, 091/09</p>	<p>Playing Fields Report: Complaint received by Clerk re amount of bird poo on swings, suggested using bird repellent on bar at top of swings. Clerk has circulated details of this to councillors. Hedge at side of playing field is unruly, quoted £500 to sort it out, price agreed by PC. - hedge owned by PC (deeds). Clerk to contact Old Vicarage to check they don't mind the section of the hedge that borders their house cutting back to ca. 6 feet high. Contractor will do hedge any time. Cllr. Hopcroft has spoken to householder, willing for hedge to be cut but does not want to contribute to costs. Wait until nesting season ended. No report as Cllr Hopcroft away. Cllr Hopcroft has asked that Fresh Air Fitness to come and look at rust problem again, plus a few minor problems. Fresh Air Fitness have asked for photos of rust and any other problems, Cllr Hopcroft to take photos, provided to Clerk in July. More bottles are being left on ground, tennis nets have been an issue with people trying to remove them and causing some damage. Fresh Air Fitness say to get quote for repairs etc. and they will pay - Cllr. A Murdoch to get suitable quote. Cllr. Hopcroft to speak to Jed from FAF to ask for specification for work and to ask FAF if they will supply necessary parts (some bits are missing). Agreed to get side hedge cut for £250 + £250 (+VAT) as per previous quote, Cllr. Hopcroft to contact hedge cutter to confirm, Clerk to prepare purchase order. Top bar of main swings needs rubbing down and painting, Cllr A Murdoch to get quote.</p>	<p>Cllr. Hopcroft. Cllr. A Murdoch. Clerk</p>
<p>097/07</p>	<p>Allotments: Meeting yet to be arranged with Allotment Committee - decided that it may be preferable to take the financial running of the Allotments under PC control. Ask opinion of allotment holders, invite them to meeting with PC to get views/opinions from as many allotment stakeholders as possible. Letter received from Allotment Committee - response sent asking again for meeting, if no response then PC will consider its options as laid down in the agreement. Reply received saying PC should attend Allotment meeting and provide certain documents in advance, not as requested by PC. This is not a suitable arrangement. Chair has met with Dave Jones to discuss the contents of draft letter on proposed changes, Dave seemed broadly in agreement. Letter now sent to Dave on the changes, primarily concerned with PC taking over the financial control, which allows VAT to be re-claimed. (Allotment tenants held a meeting, decided to hold a vote on whether they want to meet with PC for further discussions on changes.) Nothing further heard from Allotment Cttee., now 4 weeks since they met - construct a communication to be sent to Secretary and Acting Chair of Allotment Cttee. April: details of events were re-capped, Allotment Cttee. meeting 21st April to decide whether plot holders should vote on accepting PC's plans. PC's letters and all communications with allotment plot holders have all been factual. Wait 24 hours for response from Allotment Cttee., if nothing, then contact them giving them 24 hours to respond. If response is unsatisfactory, contact solicitor. Consider invoking clause 11 of agreement. Contact acting chair of allotment Cttee. to ask for retraction of false allegations against PC and individuals and for apology for distress caused. May 2015: PC met with WFAA Cttee. May 5th and discussed how to move forward. Minutes produced by Clerk but as some WFAA Cttee. members wished to include comments that were made that were unhelpful to the overall meeting, the minutes were not agreed by both parties. Actual rent and water payments to be separated from the subscription charge and rent/water will be invoiced directly by PC. Water will be the previous year's amount. i.e. landlord invoices the tenant directly. WFAA Cttee. will send list of plot-holders and plots to PC in January each year, invoices to go out in February. WFAA can have its own subscription charges if it wishes. PC to meet with WFAA Cttee. in November and May each year. Appropriate documents will be produced. Write letter to WFAA secretary, copy acting chair. Vote: 6 in favour, 1 abstention. June: The Clerk has complained about the content of e-mails and a letter she had received from members of the WFAA Committee, the language and tone used was offensive and inappropriate to the circumstances. A letter has been written by the Chair of Hixon PC to the Acting Chair of WFAA Committee, copied to the secretary, to advise the action being taken by the Parish Council to prevent this type of offensive communication. The WFAA version of the unapproved minutes have been posted on the WFAA website, these should be taken down or annotated as "Unapproved". June: At the AGM of Wellington Fields on 15th June, Cllr Mrs S McKeown gave a presentation on the anomalies in the current subscription charges made by WFAA Cttee. and this was praised as having got the point over (and the need for change) very well. The WFAA Chair was reported as having criticised the PC at every opportunity. July: Letter received from new Chair of WFAA (same as previous acting chair) showing no contrition for his previous comments and adding to the problem by making false and unsubstantiated claims. PC decided it cannot work with the WFAA committee whilst these issues are unresolved - it is not clear whether the opinions/statements are just from the Chair or from the whole committee as this question was asked but not answered. Chair to write again confirming that the PC as a whole considers the comments and statements unacceptable and asking again for an answer as to who the comments etc. were actually from (Chair only or whole committee and plot holders). Planning application from 2013 covers new surface at gateway. Chair to contact landowner re the gateway situation and discuss which spec. (concrete or tarmac) is preferable. Awaiting draft letter from solicitor.</p>	<p>Chair/Clerk</p>
<p>051/10</p>	<p>JBMI Liaison Committee - County Council led liaison group is now set up (Sept 2013): Meeting with Gospel Hall Trust people threw up problems with litter and mess at entrance road to JBM (off New Road) by Gospel Hall Trust site entrance. Clerk has contacted JBM and they will talk to Gospel Hall Trust to discuss how best to sort the problem out. Site liaison meeting held 1st December 2014, mainly discussed the fire in June 2014. Next meeting June 1st 2015. Cllr Mrs M Aberley is the new PC representative and gave a summary of the things discussed at the June meeting at the June 2015 PC meeting. Next meeting is December 7th.</p>	<p>Cllr Mrs M Aberley</p>
<p>015/12</p>	<p>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 (2007) circulated to all councillors. List of changes as such not available from SBC, appendix 1 to report that states the main changes has been circulated. Sub-committee agreed to look at the paperwork and report back as to what needs to be done - Cllrs: Mrs S McKeown, Mrs C Hassall, D Sephton. New disclosable interest forms need to be completed by those Cllrs. that haven't already done so. Summary etc. of Localism Act has been circulated to Councillors for review. SBC website has information from the old disclosable interest forms on it (no Spouse details etc.), need to find out if this is changing. Point 8.2 - need to change the Standing Orders to say Councillors will leave the room when discussing an item they have an interest in. Clerk to revise the Standing Orders and finalise and circulate revised Code of Conduct. Code of Conduct has been circulated. Standing Orders will need to be typed up again (no electronic copy available) so this will take longer to finalise. Hixon PC current version has many changes from Model, Cllrs. need to decide what they want in revised version. Sub-group of Cllr. Mrs S McKeown and Cllr Sephton to consider. Nearly resolved, one task each to complete. Will be finalised by Cllr Mrs S McKeown and D Sephton. July: Cllr Mrs S McKeown has revised the SOs and circulated the proposed version, along with current, model and out-takes. All to read for discussion/approval in October. Does the PC need a constitution? Clerk to ask SBC.</p>	<p>ALL</p>

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050/12 and 032/12 (Plan for Stafford)	<p>Neighbourhood Plan: The Community Council can provide help with Community Engagement and sourcing funds. A lot of community engagement will be required. Up to £7K per community should be available from Locality. There is a local Locality person in Stoke - Andy Parsons. Planning Aid will give free time on planning issues. Community Council charge if they come out to give help, phone calls and e-mails are free. Neighbourhood Plan needs to go along with Local Plan, therefore need to work with SBC planning. Clerk attended meeting of local parish councils to discuss Neighbourhood Plans on Thursday March 28th 2013. Need to include members of public (Hixon Parish residents) in group to draw up the Plan, ask for help on website, FB Community page and in Newsletter. Four residents and two Councillors have come forward at present. Chair and Clerk meeting with the Neighbourhood Plan person at SBC on June 24th 2013, ask her to speak at next PC meeting. Need to get working group sorted and plan started. July 25th 2013 - Raj Bains from SBC gave a talk on the best way to get going with the Neighbourhood Plan and who can help. Need to produce a survey and include businesses and school children in it. Things to cover include: housing, shops, employment, schools, doctor/pharmacy, transport. Keep records of what is being done. Once survey results are known, hold a public event. Having a local NP website is a good idea. Meeting held for people interested in being part of the NP working group. CPRE NP meeting attended on 17th Sept and a SBC NP meeting attended on 1st October. NP group started September 26th 2013. Questionnaires moving forward - residential delivered April/May 2014 and business delivered November 2014. The airfield is an un-designated heritage asset, English Heritage are interested in it, may be able to get some protection for it. Have a volunteer to help with website. Bank account set-up. Issues &amp; Aspirations newsletter were out for delivery 22nd/23rd November, Public Exhibition on 6th/7th December. PC Cllrs. agreed to get involved with Exhibition. Clerk has drafted list of requirements for planning applications and circulated this. New Settlement Boundary needs to be set urgently based on Neighbourhood Plan findings. The legal challenge to the Plan for Stafford Borough by Gladmans should be heard in December. Met January 9th with Melissa and Raj at SBC, quite a useful meeting. Get a draft plan sent to SBC with settlement boundary attached ASAP, aim for end of March 2015..Draft plan not yet finished. Plan to include: 20% of new housing as bungalows, 10% as self-design and build, separation of existing and new housing (preferably by woodland), design individuality of new developments using street furniture etc. Part 2 of the Plan for Stafford Borough should go out for consultation first week of June. Hixon draft NP has been sent to SBC for comments, well received, meeting held 15th June to discuss finalising the plan, aim to go out for consultation end of June. Hixon NP went out for public consultation on Friday July 10th, consultation period ended August 21st. Not many responses, being collated.</p>	Clerk/Chair
069/12	<p>Bank House car park payments: Neither the new (since Dec12) tenants or the owners of the Bank House (Joules Brewery) want to pay the charge for use of the car park. Agreed to pay up to £500 for solicitor fees to sort out the situation re contract and precedent set. (Proposed by Cllr Hopcroft, seconded by Cllrs Mrs S McKeown and Cllr Tummey). Contact has been made with solicitor and agreement OK'd and signed at meeting. Chair to meet with solicitor to provide more paperwork. Solicitor advises that there is sufficient evidence of a trail of payments made for car park use for the contract to be enforceable. He will write to Joules Brewery. Clerk has sent evidence of car park registration and details of split of PCs. Solicitor has everything he requires and will pursue payments with Joules Brewery. Clerk to chase up solicitor - Joules still saying no agreement so don't need to pay. Replied to solicitor along Precedent Set lines. Joules still saying there is no contract, so no payments will be made by them, individual tenants may have decided to pay in the past. Chair to speak to solicitor. Need to try and find reference to car parking spaces as part of approval for restaurant extension, Chair to arrange to go to SBC in New Year, Clerk to find out planning application numbers and find out how easy it will be to get access to records, plan for March. Clerk has found further information online and passed this to solicitor, who will decide if this is sufficient evidence to proceed again. Solicitor advises that Joules still not accepting that a lease agreement has been in place with them or their tenants. Solicitor suggests serving a Section 25 notice, as the original lease from 1986 has never been terminated. Clerk to circulate details. June: Cllr Kelly believes a Section 25 notice would not be relevant in this situation - decided to talk to the tenants (Colin and Simon) about making the payments for the car park, Cllrs. Murdoch to follow up. Cllr Mrs C Murdoch has spoken to Simon and explained the situation, a meeting will be arranged with Clare, Simon and Neale from Joules brewery, to try and come to an agreement about an arrangement. July: Clare will be speaking to Steve Nuttall by phone on 8th July. Position unchanged following discussions, Chair has asked solicitor to draft a letter to Joules, awaiting sight of letter. Pursue soak away for drainage route - Cllr. A Murdoch will take this on.</p>	Chair Cllr. A Murdoch
039/13	<p>Consider best way of producing walk leaflets, £175 provided by Community Footpath Initiative: Decided Chair would get price for 100 and 200 copies of each walk, Clerk has sent walks to Chair. Prices: £240 for 100 leaflets, £420 for 200. Decided on 100 of each, Chair needs to redesign WORD document to get in "folding" format, could take 2-3 months. Chair to work on these over the winter. Send copies to Cllr. Carmichael again, he will walk them. Currently waiting for better weather. Cllr A Murdoch has offered to take on the re-vamp of the walk leaflets. Clerk has contacted Ramblers association to ask if they know of any problems with the walks around Hixon, nothing known about. Send a list of any problems to Rights of Way people at SCC. Clare has noticed some problems on walks, will make a note of positions and report back. Clerk to send footpaths map to Cllrs. Murdoch. Andy has revamped 1 walk using a template, it is looking good. Quote received for printing, awaiting second quote via Chair.</p>	Cllr A Murdoch Chair
004/14	<p>St Peter's Children's poster competition and garden competition 2015: Theme for 2015 competition was decided as "Springtime in Hixon". Posters distributed to judges, prizes now purchased. Think of somewhere that more/all of the posters could be displayed, can be laminated. Prize-giving was on June 3rd at the school assembly. Garden judging etc. to be the same categories as previous years, plus others if anyone has any good suggestions. Cllr Mrs M Aberley has done some judging, with photos taken. Presentation will be Monday 12th October at Bankhouse, prizes and trophies as usual (plaque, trophy, £20, £15, £10 and £10 for hanging baskets). £50 for food buffet.</p>	Chair/Clerk

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032/14	Hall Farm Close Open Space: Cabinet decided not to sell the OS and to maintain the recreational use covenant - cannot be used as access to development unless SBC overturn this decision in the future. request received from residents of Hall Farm Close for PC to take on the lease of the HFC OS and possibly Vicarage Way. SBC would prefer PC to lease (rather than residents) and will offer a longer lease to PC. No legal costs from SBC and peppercorn rent. SBC would like PC take on Vicarage Way OS as well, to avoid them coming out to mow just one OS. Agreed to take on HFC OS if costs not too onerous. Clerk has got mowing and legal costs, PC considered costs acceptable - if PC takes on Vicarage Way OS as well then ask SBC to cover both parties legal costs and LR fees. Contact with SBC will be via Alistair Welch. Heads of Terms details now provided for lease, Clerk has queried the reference to the water course, full repairing basis, maintenance regime and amount of peppercorn rent. Awaiting response. Cllr Baxter mentioned that the fence along the Vicarage Way OS is rotten and the gate catch broken leading to potential safety hazard as people can access the swale. Clerk has reported the problems to SBC. SBC want PC to pay for advert, await clarification on water course/swale etc. before giving permission for this. July: SBC appear to want to include the swale as part of the Vicarage Way OS - the PC does not want to take on the swale. It is fenced off and not publicly accessible and so is not amenity "land". Clerk to ask SBC if they are currently liable for damage to properties if the swale flooded. Clerk to ask Roly Tonge if he maintains his side of the swale at all (cut weeds etc.) - answer No. Clerk to arrange meeting with SBC to discuss the situation, once relevant people at SBC have been identified - no-one at SBC seems to want to take ownership of this. Ask SBC if the PC can just lease the HFC open space, as it is the Vicarage Way OS that is causing the delay.	Clerk
037/15	Ownership of/registering the land at end of Greenfields: The PC does not own this land, the owner could not be traced previously and the PC has maintained the land for in excess of 12 years (since 2001). Clerk to check where PC bit of land ends and ask solicitor for a quote for getting the land registered to the PC. Discussed whether it was worth spending the money for legal work to get ownership - Clerk to approach Land Registry to see if we can establish ownership without involving solicitor. Reply received, we can do it without solicitor, will need Statement of Truth and preferably confirmation from other parties. Two statements required plus another form. Two pieces of evidence found. Chair to go and see Mr. & Mrs. Collyer, Clerk has prepared paperwork and delivered it to the Chair for discussion with Mr. & Mrs. Collyer. Cllr Mrs M Aberley will now speak with the Collyers, Clerk may need to go through paperwork with her. Cllr Mrs M Aberley has visited Mrs Collyer and the paperwork has been completed. Chair now to complete paperwork on behalf of the Parish Council	Chair/Clerk
054/14	Situation regarding Hixon drop-in surgery and Hazeldene House Surgery Patient Participation Panel: a job offer has been made, new doctor hopefully starting in September 2015. In this case, the drop-in clinic in Hixon could start again in December 2015. A nurse, accompanied by a practitioner, should start again in March on Tuesdays in Hixon. The room used as the doctor's room in the hall is of concern, it must be kept at an acceptable standard. Cllr. Hopcroft to contact Hazeldene re situation with nurse and doctor's room. Nurse will start back in Hixon from May 5th for 3-month trial period, by appointment only. Mark Farrington has asked Sarah McGrady what needs to be done to the room to make it suitable for the doctor to use, no reply as yet. June: nurse clinic is well supported and will continue, new doctor, Dr Woods, starts at end of August. A salaried GP, Emma Wood, started early August. Dr Davies retired at the start of September but will return to do some locum work. There is now a minor illness clinic run by nurses, covering things such as ENT and water infections. The number of missed appointments has decreased again.	Cllr. Hopcroft
010/15	Consider purchase of first aid equipment for first aid training courses: First aid courses covering the basics are being offered at no charge - child and baby mannequins are required (x2 = £600) and some lungs. Lungs need replacing periodically depending upon usage (maximum of £100 per year based on 1 course per quarter). Course will cover CPR and major bleeding, approx. 3 hours duration. Request for proposal to be put together for consideration - July. Details provided, circulate to all councillors. This will now be covered by the Life Saving first aid course run along with the defibrillator training.	-
011/15	Consider damage to Pasturefields Bus Shelter: notify the insurance company and ask for a surveyor to go and look at the damage. Ask D&G buses if there is a bus route through Pasturefields now answer: No. Should PC have the bus shelter replaced with a new one? Cost to PC (insurance excess) will be £100. Cost of new shelter in region of £1800. Vote taken, 4 for replacement, 4 against replacement - Chair's vote was for the Replacement, Clerk to provide quotes to insurance company. 3 quotes received and passed on. Bus shelter out-of-stock, should be replaced late September.	Clerk
043/15	Consider cutting of playing field hedge (along Church Lane) for £150 + VAT (same as previous years) - Agreed, Clerk to arrange.	Clerk
044/15	Consider HR items (discussion of salary/allowances) plus Pension situation: Cllrs. B McKeown and Kelly to discuss with Clerk in November.	Clerk
045/15	Request for renewed subscription of Staffs Playing Fields Association (last renewed in 2013) at £15. Decided not to renew.	-
046/15	Consider items on the list for action following the Asset Inspection: Ask George for price for work, except the 2 notice boards and the posts around the car park, as Cllrs McKeown will do these next Spring/Summer. Ask Walnut Crest residents what type of replacement tree they would like.	Clerk
047/15	Consider request to paint parking bay lines on car park, to maximise the number of available spaces: No, it is not considered cost-effective for the PC to do this.	-
048/15	In Camera discussion.	

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012/15	Chairman's announcements:	None
013/15	Councillor Questions:	
	Cllr Mrs M Aberley asked about the work the NHT team had undertaken, as the hedges etc. had not been cut back very much - Highways will contact the owners of the hedges etc. and ask them to cut back further, before taking action themselves. It was suggested that councillors have a look around the village for hedges and trees that need cutting back as they are obstructing signs, pavements etc. Send a standard letter to house owners to ask them to cut back the offending hedge/tree.	Councillors
	The trees on the land at the end of Greenfields are partly obstructing the street light and need cutting back. Clerk to have a look.	Clerk
	Vehicles parking on the pavement is an issue in some areas - mention this in next Newsletter - Good Neighbours.	Chair/Clerk
	Can lights be put on the playing field? It was felt that lights would not be appropriate and would lead to groups of young people gathering there.	-
014/15	Date of next meeting: October 20th 2015	Clerk to book Memorial Hall
015/15	Public Participation:	
	Jim Carmichael asked if he could cut down the beech trees at the side of his house to stumps - they are on the open space but were planted by the previous house owner - Yes, will confirm in writing.	Clerk
	Alan Perkins asked if there were any environmental issues that needed looking at during the environmental visit to Hixon. Nothing specific identified.	-
016/15	AOB	None
017/15	Planning Applications:	
	15/22707/FUL Demolition of an existing bungalow and outbuildings and the construction of a four bedroomed house, Land At The Bungalow Pasturefields Lane Pasturefields	Object
	15/22471/OUT   Construction of new detached dwelling within existing domestic curtilage. Resubmission of application 14/21504/OUT. Ancient House Martins Way Hixon	Object
018/15	Planning Reports	
	14/20711/OUT Outline application for the erection of 10 dwellings with access, Land Adjacent To Yew Tree House Egg Lane Hixon	Permitted
	14/21522/FUL land adjacent to Swallow House, Broadmoor Lane, Hixon (Stowe Parish)	Refused
	15/22462/HOU Proposed family room, kitchen, porch and bedroom extension, 52 Meadow Glade Hixon	Permitted
	15/22450/HOU Proposed detached garage with storage over, 2 Sycamore Drive Hixon	Permitted
	15/22216/OUT   Outline application for the erection of 9 dwellings with associated works (access to be considered; all other matters reserved), Land At New Road Hixon	Permitted
	15/22208/COU   Change of use of former World War II Hospital Building to multi uses comprising:- Community Use (D2), Health Facilities (D1), Podiatrist, Retail Use (A1), Offices (B1) and	Permitted
019/15	Bank Reconciliation:	Done
020/15	Schedule of agreed payments	
	C Gill salary September (net for NI Q2. Local Gov act 1972 s111.	£692.34
	C Gill allowance (costs: working from home) - September. Local Gov act 1972 s111	£53.50
	Reimbursement C Gill Stamps, (12x1st class (63p) @£7.56 and 12x 2nd class (54p) @£6.48) Local Gov act 1972 s111	£14.04
	Reimbursement C Gill mileage (34 miles @ £0.45p/mile). Local Gov act 1972 s111	£15.30
	SPCA for Councillor Training course (4 Cllrs.)	£55.00
	Wicksteed for annual equipment inspection	£54.00
	Data Protection Commission renewal of registration	£35.00
	Grant Thornton for 2014-2015 audit	£360.00
	SBC for amenity skip (May 2015)	£75.00
	HMRC Employer (£11.52) and Employee (£11.46) NI payment for Q2	£22.98
	Acer Garden Landscapes for grass cutting in July (£711.64) and August (£711.64) (less 5%)	£1,423.28
021/15	Community Council of Staffs: invitation to charity Mayor's Chinese Buffet 8th October, invitation to AGM and annual report, Staffs Playing Fields annual report, FoSSA newsletter, items for parish forum, invitations to Remembrance Day Service and Parade, invitation to service to celebrate the Queen being the longest serving Monarch of our nation.	

Meeting finished at 10.10 pm.