

Minutes of Parish Council Meeting Tuesday February 23rd 2016
Hixon Parish Council

In attendance for all or part of the meeting:

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

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

Ref	Item	Action
001/15	Apologies received from members of the public: Cllr. Len Bloomer, Cllr. A Perkins	-
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 & Mrs S McKeown declared an interest in planning application 16/23588/HOU and left the room during the discussions.	-
003/15	Minutes of meeting January 19th 2016 were accepted as accurate.	-
039/14	Publicly Accessible Defibrillators: No further funding available, the best deal is as it was prior to the PC looking at placing defibs. In the village - purchase defib. For ca. £400 and pay for cabinet at ca. £525. No budget for this type of purchase, remove from agenda until further funding is available.	Clerk
041/15	Gospel Hall Trust site on New Road: Gospel Hall Trust application is live again, meeting Richard Rayson with Gospel Hall Trust representatives on Friday 22nd January. Planning permission now granted, contact Gospel Hall Trust to ask for an agreement to pay for/towards road safety measures on New Road.	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). Site manager is Mark Morris. Cllr Hopcroft is PC liaison person for the rural exception houses. Work ongoing on site, completion due March 2016.	-
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. Lorries still coming through village, Andy will take photos of the signage off the A51 and within the village for discussion. Meeting held with Richard Rayson and Len on 23rd October to discuss more Highway Safety projects in Hixon, including gateway etc. feature on New Road (in conjunction with Gospel Hall Trust). Richard was very helpful, will ask engineers for some costs. Clerk to chase up costings. <i>Feb:</i> At meeting on 22nd January, Richard Rayson was very apologetic about the state of New Road re flooding and pot-holes. Gully emptier was delayed but couldn't solve the problem when it did arrive. Pavement covered in sludge. Culvert blocked. Clerk to keep the pressure on Highways to get the problem sorted. Now more than 3 years since first raised as a problem with Highways. Get plan drawn up for road safety measures (as previous plan) and get it costed.	Clerk/Chair
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. 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. Plan to start up again in Spring 2016	Cllr Hopcroft
021/09, 023/09, 074/09, 091/09	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. and order raised - hedge owned by PC (deeds). Cllr Hopcroft has asked that Fresh Air Fitness to come and look at rust problem again, plus a few minor problems. Fresh Air Fitness say to get quote for repairs etc. and they will pay. 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). Top bar of main swings needs rubbing down and painting, FAF equipment needs sanding, priming and 2 coats of paint. <i>Dec:</i> FAF have now said they will do the work on fitness trail, can't give a date at present. Still need quote for swings. <i>Jan -16:</i> Andy to put swings on list for Bristol apprentices to undertake. <i>Feb:</i> FAF had arranged date(s) then cancelled. Nick will weld the	Cllr. Hopcroft. Cllr A Murdoch.
097/07	Allotments: <i>Feb 16:</i> WFAA have agreed to use HPC invoice for rent and water and add their own charges on a separate combined invoice, examples distributed at meeting. Invoices for 2016-2017 were sent out by WFAA on the old format in error, due to time pressures. Plot-holders have been provided with examples of what the invoices will look like in future. Should 2 separate invoices plus a covering statement be used in future instead of the proposed two invoice system? Gateway has been resurfaced, no walking on it until after the weekend.	Chair
051/10	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. 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. Cllr Mrs M Aberley gave a summary of discussions from meeting of Dec.7th, all councillors and all residents invited to look around JBM site, by appointment. Next meeting June 6th 2016.	Cllr Mrs M Aberley

050/12 and 032/12 (Plan for Stafford)	Neighbourhood Plan: <i>2015: Dec-15:</i> Neighbourhood Plan was submitted to SBC on November 23rd and is now in consultation stage, ending on January 15th. <i>Jan-16:</i> PC and NP group have agreed to use Nigel McGurk as examiner for Plan, Hixon Parish Council. <i>2016:</i> Gladman site visit was February 16th, inspector listened to what people had to say. Neighbourhood Plan has been examined and some amendments are required. Clerk to summarise the recommended changes and circulate. Meeting arranged for Tuesday 1st March 7.30pm in Bank House.	Clerk
069/12	Bank House car park payments: Cllr. Mrs C Murdoch has been unable to contact to Steve Nuttall using the phone. The Bank House is now up for sale. Clerk to let Estate Agent know that an agreement has been place for a quarterly charge for Bank House customers to use the PC car park and that the PC is willing to continue with that arrangement.	Clerk
039/13	Consider best way of producing walk leaflets: At the January 2016 meeting It was decided that the walks need to be walked again and new descriptions and photos taken as the current wording etc. seems outdated. To be organised in Spring.	ALL
032/14	Hall Farm Close Open Space: Met Phil Gammon on Nov 6th, agreed that SBC would fully repair or replace fence and send details of this and the regime for strimming the swale to the Clerk, Clerk will then get quote for strimming. <i>Dec 15:</i> Reply from Phil Gammon says that SBC will undertake some more repairs but do not intend to fully replace the fence. This seems to be a step back from the site meeting when a new fence was discussed as a possibility and did not appear to be a problem. Contact SBC and say that the PC do not want to take on Vicarage Way OS without a new secure fence and will just take on HFC OS on this basis. <i>Jan-16:</i> No response from SBC yet, Clerk to chase. <i>Feb 2016:</i> Still no response from SBC, legal people chasing up Phil Gammon. HF Residents Association have written to the leader of SBC to ask him to look in to what is going on. He replied to say he had asked the legal team to respond.	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. Cllr Mrs M Aberley has visited Mrs Collyer and the paperwork has been completed. Chair has now completed paperwork on behalf of the Parish Council. Clerk to put paperwork together and contact Land Registry.	Clerk
054/14	Situation regarding Hixon drop-in surgery and Hazeldene House Surgery Patient Participation Panel: 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. <i>Nov-15 and Jan-16:</i> nurse clinic working well, looking to appoint another GP. <i>Feb.2016:</i> A male doctor may be starting working 2-3 days per week (Dr Siddiqui (?)) Looking again for site for new surgery.	Cllr. Hopcroft
050/15	Community Involvement to improve Hixon - ideas on how to achieve this: Cllr. Baxter had sent his initial thoughts through to Clerk. Decided that Springtime was best to get people motivated. Currently roads and pavement dirty etc. Ideas for next meeting. Don't rush it, take things slowly. Include in Spring Newsletter.	Councillors
055/15	Using Cloud Storage on G-mail for PC documents: From July 2015 meeting - IT sub-committee to be set up of Cllrs. Mrs S McKeown, Baxter, A Murdoch and Clerk. Meet on Wednesday 9th March, Bank House 7.30pm. Terms of reference to be drawn up.	Chair/ Clerk
056/15	Discuss plastic benches/tables for playing field and another bollard light for car park (Solispost, doesn't need mains connection): seats are in budget for current year and next year, all to consider styles, designs, colour etc. for next meeting.	All Cllrs.
057/15	Discuss the problem with rats that appeared to have been disturbed by the building work on Church Lane and have been found in gardens on The Croft and Sycamore Drive (backing on to church field): Cllr. Mrs C Murdoch had received a phone call about this. Environmental Health had previously been contacted by the Clerk on behalf of the same resident who was having rat problems which she believed was due to the building works on Church Lane. However, she put out food for the birds and foxes and this had attracted the rats as well. She has know taken the advice of Environmental Health and the rats have been poisoned. She has been advised to stop putting food out. PC representatives to speak to the site managers on Church Lane and New Road building sites, to ask if they had noticed rats, disturbed rats etc. and whether they could do anything to help with the rat problem. Cllr. Mrs C Murdoch to feedback to resident. Add to Newsletter re keeping gardens clear of food etc.	Cllrs. Hopcroft and Kelly. Cllr. Mrs C Murdoch
058/15	Consider applying for funds under the Community Footpaths Initiative 2016/2017: Clerk to re-circulate the email and attached letter regarding this, one suggestion is that PC's use the funds to purchase equipment to keep footpaths clear.	Clerk
012/15	Chairman's announcements:	None
013/15	Councillor Questions:	
	Tree branches encroach on lamppost on Greenfields, arrange a working party to cut it back.	Clerk
	Suggest contacting NISA/McColls top say Thank You for the donation - agreed.	Clerk

Hixon Parish Council

	Even more scrap lorries on runway now: Clerk to raise again with Enforcement.	Clerk
	Huge piles of road sweepings on airfield estate, blowing in to Stowe by C and causing problems: Clerk to look in to who owns them and why they are there.	Clerk
014/15	Date of next meeting: March 15th 2016	Clerk to book Memorial Hall
015/15	Public Participation:	None
	A house on Ridgeway has had a loft conversion that now gives it the appearance of a town house - Clerk to enquire whether planning permission was required for this work.	Clerk
	Most brooks through the village appear to be running satisfactorily (re New Road problem).	-
016/15	AOB	
	Rear of Walnut Cottage: meet to view on Feb 26th.	Clerk
	Tree on Hammonds Croft Open Space: resident has asked again for tree to be cut back (blocking sunlight from garden): meet to view on Feb 26th	Clerk
	Caravan, gas cylinders and van on field off A51 (rear of Reg Hunt's property): Chair to ask Reg Hunt if he knows anything about it.	Chair
017/15	Planning Applications:	
	15/23451/FUL Extension to existing portal framed livestock/storage building plus the demolition and replacement of existing asbestos barn structure with new animal and vehicle storage barn, at Beech Tree Farm, London Road, Pasturefields	Request site visit - no objection
	15/22518/FUL Construction of 196 berth narrowboat marina, facilities building, dry dock/workshop, pump out building; car parking; access and landscaping Land South Of Shirleywich London Road Pasturefields AMENDMENT	Object
	16/23588/HOU Single storey rear extension, 1 Highfield Road, Hixon	Object
	15/23447/HOU Conversion of existing outbuilding to annexe accommodation ancillary to main dwelling and construction of glazed conservatory link to main dwelling. Beech Tree Farm London Road Pasturefields	Request site visit - no objection
018/15	Planning Reports	
	15/23134/FUL Infilling/levelling of land adjacent 24 The Croft, Off Church Lane, Hixon	Refuse
	15/23133/FUL Proposed retaining wall and associated earthworks/ batters on site & on adjacent land, with reference to planning approval 13/19784/FUL Land Adjacent To 24 The Croft Off Church Lane Hixon	Permit
	15/23274/FUL Resubmission of 14/20900/FUL for proposed Gospel Hall, New Road, Hixon	Permit
	15/23294/FUL Detached dwelling with extended shared pavement crossing, Land Adjacent To 8 Martins Way Hixon Stafford Staffordshire	Permit
	15/23426/HOU Grange Barn, The Mount, Stowe Lane - extension to form new garage and extended lounge at ground floor with bedroom and ensuite over, basement below new garage - amendment to approval 15/22026/HOU to include window well as means of escape to basement.	Permit
019/15	Bank Reconciliation:	Done
020/15	Schedule of agreed payments	
	C Gill salary February (Gross), includes compensation payment of £50. Local Gov act 1972 s111.	£753.80
	C Gill allowance (costs: working from home) - February. Local Gov act 1972 s111	£53.50
	Reimbursement C Gill mileage (22 miles @ £0.45p/mile). Local Gov act 1972 s111	£9.90
	Reimbursement C Gill stamps (12 x 2nd class at £0.54 each (£6.48) and 12 x 1st class at £0.63 each (£7.56)). Local Gov act 1972 s111	£14.04
	Reimbursement C Gill for payment to 4UH for hosting the website. Local Gov act 1972 s111	£35.99
	Reimbursement C Gill for 2 keys for Memorial Hall (deposit) Local Gov act 1972 s111	£10.00
	Stafford Borough Council for amenity skip Oct 2015 and Jan 2016 (March visit is free)	£150.00
	TGM for minor highways work	£456.00
	Fenns Stationery ink and book for register	£52.34
021/15	Documents Received: None	

Meeting finished at 9.30 pm.