

Hixon Parish Council

Minutes of Parish Council Meeting Tuesday June 28th 2016

In attendance for all or part of the meeting:

Cllr. B McKeown (Chair), Cllr Mrs S McKeown, 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
001/16	Apologies received from Cllr. N Baxter and from members of the public: Cllr. A Perkins	-
002/16	Declarations of interest: None	-
003/16	Minutes of meeting May 17th and parish meeting on May 17th 2016 were accepted as accurate.	-
034/16	Healthwatch Staffordshire: talk from Paul Higgitt, Community Outreach Officer: Paul is the new Community Outreach officer for South Staffs., Cannock and Stafford. Healthwatch is a statutory function, covering care homes and nursing homes, children's services, hospitals, GPs, opticians, dentists i.e. act as a watchdog for Health care Services. If someone has a complaint about a healthcare service, complain initially to the practice manager, PALS etc. - if not happy with the response then contact Healthwatch and they will take further to e.g. CCG, NHS England, Parliamentary Ombudsman. They also would like to know about good experiences that people have had, to do with the NHS (in hospital, at GP etc.). Paul was asked if he could assist with getting a GP outreach surgery back in Hixon - yes, pass details of problem etc. on to him and he will see what he can do. Views can be made know using the Experience Exchange website.	Cllr. Hopcroft
041/15 and 032/16	Village Gateway Features (New Road and Church Lane): May 2016: Agreed to spend up to £500 on drawings, specifications etc. for Gateways on New Road and Church Lane, to include tree species etc. June: Chair has spoken to landscape architect about both areas, he will draw up soft landscaping ideas - September.	Clerk
026/10	Rural Exception Housing from Housing Plus and Stafford & Rural Homes: Opening event is July 11th 2016 2-4pm.	Clerk
067&081/09 & 056/11	Speed and Highway Safety in Hixon Parish. Need to try and get money from the developer of the 30 houses to pay for the raised crossing outside the school. Chair to take photos and measurements of the raised crossing in Abbots Bromley and use as an example specification. Involve Chief Executive of SCC if necessary as he wants PC's to more actions. (From Parish Meeting, Action: Draw up list of businesses on New Road and Church Lane Industrial Estates - Councillors and Clerk). Working party of Cllrs. B McKeown, Mrs C Murdoch, Mrs M Aberley and M Kelly to take the raised crossing forward.	Chair/ Councillors and Clerk
As above	Speedwatch Campaign: June 2016: now have 9 volunteers of which approx. Half are from the PC. Training is being arranged locally.	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. June 2016: Playing fields OK, new handles arrived and fitted, some fittings missing or needed adjusting.	Cllr. Hopcroft.
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? <i>April 2016</i> : Is the derelict building safe? Consider knocking it down to 1m - building belongs to landowner, so his decision as to what to do with it, PC has no appetite to restore it any longer. May 2016: Landowner happy to reduce wall height of building to 1m, need to decide how to do this. June 2016: Landowner has taken water meter reading and provided this, paper copy is with Chair. Allotment AGM on Saturday July 2nd.	Chair
051/10	JBMI Liaison Committee: Cllr. Mrs M Aberley outlined the items raised and discussed. She had raised the concerns expressed by Iain Ochiltree via emails, no additional information was forthcoming. Clerk to let Iain know that his concerns had been raised again..	Cllr Mrs M Aberley
050/12 and 032/12 (Plan for Stafford)	Neighbourhood Plan: Date for referendum is September 15th, couldn't be fitted in before early September by SBC. Start publicity for referendum in August, ca. 16 -18th.	Clerk/Chair

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069/12	Bank House car park payments: <i>April 2016</i> : Some Cllrs. had felt the solicitor's letter might be taken the wrong way by Joules, agreed that Chair would draft a letter to ask Joules some questions. Draft discussed at meeting, some amendments agreed. Chair to amend letter and send to Clerk to be sent to Steve Nuttall. <i>May 2016</i> : No written response received to letter, Cllr Mrs C Murdoch has spoken to Steve Nuttall by phone and he is still happy to participate in community involvement - help pay towards village gateways, signs etc., donations, contributions, hold a beer festival, help raise funds. New tenant will be in pub soon and will have the use of the Joules marketing. Cllr Mrs C Murdoch will check what will happen to the defibb. if pub closes at all re electricity and checking it. She does not want to be the person to raise the car park payments issue with the new tenant, if this is the route that the PC decides to follow. New tenant in pub, using a manager. Steve Nuttall says that as the pub is still owned by Joules, the situation as agreed in January hasn't changed. Review the situation with regards donations etc. in September.	Cllr. Mrs C Murdoch/ Chair/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. Cllrs. McKeowns and Murdochs to walk the walks ASAP.	Cllrs. McKeown and Murdoch
032/14	Hall Farm Close Open Space: June 2016: Lease contract has been received, the plan included the swale. Clerk went back to SBC and the plan has been amended and the plan and paperwork look suitable. Clerk to circulate to councillors to look at and if OK, can be signed.	Clerk
037/15	Ownership of/registering the land at end of Greenfields: <i>April 2016</i> : Cheque for £100 (maximum) cost agreed and signed, Clerk to get everything ready and send off to Land Registry. <i>April 2016</i> : Queried as to whether it was worth keeping the fence on this bit of land - need something in place due to steep drop - look at on asset inspection. <i>May and June 2016</i> : All paperwork posted, now waiting to hear back from 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. <i>March 2016</i> : Suggested that Hazeledene are asked about their "Friends and Family Results". What can the PC do to try and get a Pharmacy in Hixon? <i>May 2016</i> : Next Patient Participation meeting is May 19th. New full-time male doctor has started. Use Healthwatch to encourage a surgery in Hixon? <i>June</i> : From PPG meeting - The doctors won't be coming back to Hixon and there is also a nurse crisis at the 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 and these had been circulated again: <i>June 2015</i> : Ask Cllr. Baxter to elaborate on his ideas and set up a sub-group - Cllrs. Mrs C Murdoch and Mrs M Aberley volunteered to join Cllr. Baxter on the sub-group. The planters on the verges in Great Haywood were mentioned as looking very attractive.	Councillors/ Clerk
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. First meeting was March 9th, concentrated on storage and filing - various actions arose. Group met June 27th, quite a useful meeting.	-
060/15	Children's poster competition: Prize giving June 4th at 9.15am. Best gardens etc. Chair will perform initial judging in June, may require another Cllr. to judge from narrowed down selection, as Chair is on holiday in July.	Clerk
004/16	Consider request from resident for 40mph speed limit through Pasturefields: Residents are taking this further themselves, council to write to residents and businesses for their views/support, Chair to organise letter.	Chair
038/16	Bri Stor apprentices: consider useful community jobs and projects - a meeting was held at Bri Stor on May 11th to discuss this, followed by a tour of the site. Good meeting, interesting tour. Need to come up with ideas. Bri Stor want to be a part of the Hixon community and want to help it - happy to help improve the village gateway at Church Lane. Use apprentices for the gateway features.	ALL
039/16	Consider Councillors Allowance: the total amount budgeted each year is to cover all 7 councillors (does not included the Chair). Allowance is considered as a Financial Loss allowance, to compensate councillors for money spent on Parish Council work (e.g. phone calls etc.) . Things such as stationery items can be provided by the Clerk. One councillor would like to claim his allowance, Clerk to check his perception of how much the allowance would be.	Clerk
040/16	Crime Reports: Publicise the new way of finding out what crimes have been reported in the area in the next Newsletter.	

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041/16	Parking on Smithy Lane and McColls (rubbish, hole, overgrown grass/hedge, parking on grass verges on Hill Croft): letters to residents re PCSO and parking on Smithy Lane? McColls situation?: Decided to write to McColls Head Office and local store to ask for the pot-hole, rubbish and overgrown hedge issues to be addressed. There is now a new manager in the Hixon McColls store - Dale.	
042/16	Painting of swing bar and rubbing down/oiling of notice boards: The Councillors McKeown will rub down and oil the notice boards during the summer. Councillors Murdoch will ask for a quote from a painter acquaintance for the swing bar.	Councillors McKeown and Murdoch
043/16	Request for donation from Citizens Advice Bureau (Stafford): The PC normally only make donations to Hixon based charities /groups, decided not to donate to CAB	-
044/16	FOI Request re sale of part of SF378186: Clerk has retrieved documents from storage to answer the questions asked. It was agreed that the PC could not keep answering questions on this subject and that no further time should be spent. The majority of the information had been provided previously and the PC does not know what outcome the poser of the FOI request is hoping to get from the request.	Clerk
045/16	Consider Unaccompanied Annual Playground Inspection @ £45.00: Agreed, Clerk to arrange.	Clerk
046/16	Parking problems on The Croft: Discussed as part of public participation, look at during asset inspection.	Councillors
047/16	In Camera item:	
013/16	Chairman's announcements:	
	Chair and Cllr. Mrs S McKeown will miss the next meeting.	
014/16	Councillor Questions:	
	There may be a problem with the drain/manhole in the field at the back of The Croft - have a look during asset inspection.	Cllr. Hopcroft
	The sign on the A51 shortly before the Hixon turning (coming from Great Haywood) has been on the ground for a while and is being hidden by grass - Clerk will contact Highways - anyone can report these issues to Highways, do not have to wait for a meeting.	Clerk
	There is a post on the verge outside the car park that doesn't do anything - can we ask Highways to remove it? - Yes, Clerk to contact Highways.	Clerk
	The 3-way lights by the Wimpey estate are causing delays, even though no-one appears to be working there much of the time - the lights are necessary to protect the workforce laying the new pavement, can't do anything about this.	-
	The hedge on Stowe Lane that is owned by Steve Rabjohns is overgrown and causing problems to pedestrians when traffic is passing - ask Steve Rabjohns to get it cut back, if not prepared to then contact Highways to get it done.	Clerk
015/16	Date of next meeting: July 19th 2016	Clerk to book Memorial Hall
016/16	Public Participation:	
	Several residents from The Croft were present at the meeting to explain the parking problems that are occurring: the road is narrow and emergency vehicles would have difficulty getting up the road due to parked vehicles. Newer residents are parking where others have parked historically and this has caused bad feelings. Car parked further down The Croft (away from own house) was scraped causing £1000 worth of damage. Could grass verge be turned in to parking? Councillors to look at the problem and see if there are any achievable solutions during the Asset Inspection on July 3rd (10am), arrange to be at The Croft ca. 11am.	Councillors
	Alan Perkins has called-in the aggregates storage planning application	=
	Who owns the track at the back of The Croft? Ask Tim Moss if he has any information.	Chair
	Reducing the wall height of the derelict building to 1 metre - the walls are wobbly and may fall down if height reduced - let Allotment Committee know at AGM and ask what they want to do.	Chair
	The person who put in the FOI checked that all 3 parts of her request would be responded to, the original request had been revised to be more specific.	-

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017/16	AOB	
	Julie Alexander (Headteacher of St Peter's School) has asked the PC if it would like to assist the school to keep the School Crossing Patrol (that the CC intend to withdraw). The school can't afford to pay the ca £3500 pa for the SCP - Clerk to ask Julie if the school as a legal responsibility to provide a SCP.	Clerk
018/16	Planning Applications:	
	16/24133/HOU Erection of new orangery to side elevation. Barn 2 The Mount Stowe Lane Hixon ST18 0NB	No objection
	16/24281/REM Two bedroom single-storey dwelling Bumblebee Barn Puddle Hill Hixon (outline was 14/20291/OUT Two bedroom single storey dwelling Rear Of Chase View Farm Puddle Hill}	Site visit - asset inspection
	16/24279/FUL Storage of aggregates for roadworks in Staffordshire Former Runway Land Hixon	Object
	16/24309/COU Construction of a garage and regularisation of residential curtilage Red Barn Egg Lane Hixon ST18 0PR	Site visit - asset inspection
019/16	Planning Reports	
	16/23927/HOU: Demolition of single storey extension and construction of 2-storey side extension to form lounge, study WC and additional stair with first floor master bedroom with en-suite	Refuse
	16/24059/HOU Single Story Extension to flank wall of existing bungalow to create larger dining room utility room and cloakroom, Orchard Leys, Puddle Hill, Hixon	Permit
020 /16	Bank Reconciliation:	Done
021/16	Schedule of agreed payments	
	C Gill salary June (Net. Q1 NI). Local Gov act 1972 s111.	£721.27
	C Gill allowance (costs: working from home) - June. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill postage and stamps (10 1st class stamps (£6.40), 12 2nd class stamps (£6.60), postage of £1.27 and £2.06)	£16.33
	Reimbursement C Gill mileage (28 miles @ £0.45p/mile). Local Gov act 1972 s111	£12.60
	Realise Futures for 2 recycled plastic benches	£950.28
	John Martin for allotment rent for 2016-2017 (£772.69) and water payment for 2015-2016 (£97.36) = £870.05	£870.05
	Zurich Insurance for 1st June 2016 to 31st May 2017	£841.54
	Black Rose (internal auditor)	£90.00
	HMRC for NI payments for Q1 (employer £30.21 and employee £27.69) = £57.90	£57.90
	Acer for grass mowing - May (full amount)	£1,201.97
022/16	Documents Received:	
	Meeting finished at 10.20 pm.	