

Hixon Parish Council

Minutes of Parish Council Meeting Tuesday October 18th 2016

In attendance for all or part of the meeting:

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

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

Ref	Item	Action
001/16	Apologies received from members of the public: Cllr. L Bloomer, Cllr. A Perkins, Cllr. S Learoyd.	-
002/16	Declarations of interest: None	-
003/16	Minutes of meeting July 19th and August 16th 2016 were accepted as accurate.	-
041/15	Gospel Hall on New Road: update from representatives of the Gospel Hall Trust: There was a bonfire at the site early 1 Saturday, apologies given for any inconvenience to residents. Portacabin is on site - being used for an early Sunday morning service ca. 35 people (people have gone by 6.15am) and a short prayer meeting on Monday evenings. Work on the hall will probably start in 18-24 month time depending on finance. It may be a slightly smaller scheme in the end. The Gospel Hall Trust will be as generous as they can be in providing money for the New Road improvements. Planning permission is probably required for the portacabin - the Gospel Hall Trust will put in for it. Clerk to let Highways know that there still seems to be a flooding problem outside the site, approx. where the entrance will be.	Clerk
041/15 and 032/16	Village Gateway Features (New Road and Church Lane): Agreed to spend up to £500 on drawings, specifications etc. for Gateways on New Road and Church Lane, to include tree species etc. Chair has spoken to landscape architect about both areas and sent photos, he will draw up soft landscaping ideas. Someone at SCC has agreed to draw water colours based on the landscaping ideas, to provide an easier picture to envisage. Still need to arrange meeting to get the New Road/Gospel Hall gateway/traffic calming measures underway - Cllr Mrs S McKeown to find out who in the County Council is high up in Highways dept.	Chair
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. <i>September/October 2016</i> : Arrange date for Working Party to meet. Chair to write remit/challenges for the working party. Go with Church Lane raised crossing as first project.	Chair/ Councillors and Clerk
As above	Speedwatch Campaign: <i>September 2016</i> : Four sessions held so far - the signs/people in yellow hi viz definitely make people slow down. Approx. 10% of drivers were exceeding the 30mph limit (35 - 39 mph). 300-400 vehicles in the hour between 3.30 - 4.30pm or 4 - 5 pm. <i>Oct-16</i> : % of vehicles speeding remaining at ca. 10%. One new volunteer, now have 10 people on Speedwatch list. Cllr. Hopcroft attended a police meeting - Highways are delaying projects by not giving approval even when someone else is paying (money is a big issue for Highways). Can get a SED for around £5K that records speed and number plate as well as flashing speed - data sent to police and treated the same as the Speedwatch data. Is any funding available from e.g. DCLG? (Gospel Hall could contribute towards a SID).	Cllr Hopcroft
021/09, 023/09, 074/09, 091/09	Playing Fields Report: October 2016: No problems.	Cllr. Hopcroft.
097/07	Allotments: <i>July 2016</i> : Derelict building has now been levelled, as walls fell down when height was being reduced. Notice board needs to be put up somewhere. <i>Sept 2016</i> : Central path needs to be taken back to its original 5m width by weed-killing and removal of objects being stored on the path. Clerk to let Cttee. know. <i>Oct 16</i> : Quote postponed as landowner had sprayed paths and drive with Round-Up - wait to see how effective this is before deciding if further weed-killing is required. Paperwork for water meter reading has been mislaid. landowner will provide further documentation.	Chair
051/10	JBMI Liaison Committee: Next meeting December 5th.	Cllr Mrs M Aberley
050/12 and 032/12 (Plan for Stafford)	Neighbourhood Plan: Referendum was held on Sept. 15th - 95.2% of voters voted Yes. Clerk was asked to find out if the PC will get formal notification from SBC: (result was "The Neighbourhood Plan will be considered by Cabinet on 3 November 2016 and adopted by Council on 22 November 2016. At that point the Neighbourhood Plan will be part of the Borough's development plan for making planning decisions"). Reply to letter from landowner asking for his land to be included in the settlement boundary discussed and agreed, letters from PC and NP group to be sent out in response.	Clerk

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069/12	Bank House car park payments: 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 (Mary) running the pub. <i>July</i> : Review the situation with regards donations etc. in September. Cllr Mrs C Murdoch to check with Mary that the de-fibb. is being checked every week. <i>Sept. 2016</i> : Two proposals made for Joules to contribute to/pay for: the Landscape architect/water colour work at the Village Gateways and the mowing of the Millennium Green (can erect a Sponsor board). Clerk to contact Steve Nuttall with these proposals. <i>Oct 16</i> : Joules are not willing to contribute towards the village at the moment as concentrating on getting the Bank House financially stable. Clerk to contact again, saying PC is disappointed with this response as 2 fair proposals provided - will Joules reconsider (?)	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. <i>Oct 16</i> : get together and discuss how best to proceed.	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. <i>July</i> : Need clarification on frequency of inspection and maintenance e.g. once a year - section 4.2. <i>Sept 2016</i> : Clerk has contacted SBC about modification, no response as yet, despite chasing. <i>Oct 16</i> : Lease modified and provided (2 copies) for signing - signed at meeting.	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 to Sept 2016</i> : All paperwork posted, now waiting to hear back from Land Registry. <i>Oct 16</i> : LR chased - large back log, still waiting.	Clerk
054/14	Situation regarding Hixon drop-in surgery and Hazeldene House Surgery Patient Participation Panel: March 2016: 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> : New full-time male doctor has started. Use Healthwatch to encourage a surgery in Hixon? June: From PPG meeting - The doctors won't be coming back to Hixon and there is also a nurse crisis at the surgery. <i>July</i> : Next PPG is 18th August. Nurse didn't turn up at Hixon (even though people had appointments) as not enough nurses at surgery. Patients not notified. <i>Sept/Oct 2016</i> : No changes.	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: June 2015: 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. Arrange a date for a meeting (Cllrs. Baxter, Mrs C Murdoch and Mrs M Aberley). <i>Sept</i> : Cllrs. McKeown to join the working party, Cllr. Mrs M Aberley will be part of the group if meetings if she is able to fit it in. Chair to write remit/challenges for the working party. Rear of Hammonds Croft open space would be a good community project as it needs clearing out and cleaning up (undergrowth etc.) <i>Oct 16</i> : Meeting October 21st, 7pm, Bank House.	Cllrs. Baxter, Mrs C Murdoch, McKeowns (and Mrs M Aberley).
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. <i>July</i> : Could a drop-box be used for shared storage, rather than the Cloud? Yes, similar idea. <i>Oct 16</i> : Next meeting November 29th, 7.30pm, Bank House.	Chair
060/15	BKV: Garden competition - results ready Presentation is on Tuesday November 8th at 7pm for 7.30pm. Agree cost of prizes (plaque, trophy, £20, £15, £10 and £10 for hanging baskets) and £50 for food buffet.	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. <i>July</i> : Resident has been talking to John Heath about reducing speed limit at New Road junction as part of the Science Park application. Try and find out what is being planned at the New Road/A51 junction as part of the Science Park application. <i>Sept 2016</i> : Science Park application would put in a signalised junction at New Road/A51 and a 40mph limit in this area. Chair still to write letter. <i>Oct 16</i> : Draft letters to residents and businesses discussed and approved, need to add the means of return to the letters and arrange collection from residents (businesses to get a SAE).	Chair

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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 look for patterns in complaints. 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. <i>July</i> : Is it worth pursuing via Healthwatch or will this just annoy Hazeldene House? Alan Perkins suggested inviting Stewart Learoyd to the October meeting as Stewart has an interest in health. <i>Oct 16</i> : Stewart Learoyd will attend the November meeting to discuss Hazeldene House etc.	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. Use for community ideas, gateways, street furniture type projects. <i>Oct 16</i> : The Community and Gateway groups will sort out projects for the BriStor apprentices. Suggested that BriStor are invited to one of the meetings.	ALL
040/16	Crime Reports: Publicise the new way of finding out what crimes have been reported in the area in the next Newsletter. Website is POLICE.UK	Chair
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?: There is now a new manager in the Hixon McColls store - Dale. <i>July</i> : Clerk has written to McColls Head Office and local store to ask for the pot-hole, rubbish and overgrown hedge issues to be addressed keep on top of reply. Ask the PCSO to come back and make a point re the parking. 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?: There is now a new manager in the Hixon McColls store - Dale. <i>July</i> : Clerk has written to McColls Head Office and local store to ask for the pot-hole, rubbish and overgrown hedge issues to be addressed keep on top of reply. Ask the PCSO to come back and make a point re the parking. <i>Sept</i> : Lesley will asked the Airfield workers to car share etc. when visiting the shops to reduce the car parking problems. Chair to visit the 2 residents who asked to speak to him. Hill Croft residents not happy with grass/hedge area and hole still (though hole has been filled in) and are considering contacting our MP. <i>Oct 16</i> : Post box is still out of action - Clerk to contact McColls Head Office (copy to local manager Dale) re replacing the post box and suggesting moving it to a more sensible place (away from vehicles).	Clerk / Chair
042/16	Painting of swing bar and rubbing down/oiling of notice boards: <i>Oct 16</i> : Painting of swings has been arranged and will take place soon. Oiling of notice boards is part of the community group's remit.	-
046/16	Parking problems on The Croft: Discussed what had been said at the asset inspection re the possibility of creating more parking spaces using grasscrete or similar, along one side of the road (where grass is now) and also possibly at the top of the road. Problem of who will pay for the work? Decided to contact S&RH re the tension between one of their tenants and her neighbours over parking issues. <i>Sept 2016</i> : S&RH had visited but did not think they could help. Clerk to try and arrange meeting with Highways, Fire Service, Police, S&RH to discuss what may be done to help. <i>Oct 16</i> : meeting held 17th Oct, some agreement on best way forward but S&RH did not attend. S&RH appear to own the track and footpath behind The Croft, in the field. Write to residents?	-
048/16	Memorial plaque on Ridgeway bench: Resident has sent a photo of the plaque for approval and will make a donation to the PC. Plaque OK to be fastened to bench, Clerk to let resident know.	Clerk
049/16	Items from asset inspection: Get a quote for a Knee Rail to replace fence on Greenfields land. 450mm high, leave gap for mowing equipment access. Verbal quote of £450 considered too high, go back and see if lower quote is offered, if not get more quotes.	Clerk
050/16	Consider (leaning) tree on Hammonds Croft open space (near No. 10): Tree is leaning but not causing any problems. If we ask a tree surgeon to look at it then will probably advise removal - but is this really necessary? Ask SBC if they have someone who can advise us. <i>Oct 16</i> : No-one at SBC can advise on trees. Tree not considered a hazard, monitor the position during asset inspections. Inform resident and remove from agenda.	Clerk
052/16	Changes to Parliamentary constituency boundaries: A change to the Parliamentary constituency boundary that put Hixon with Lichfield would not affect Hixon's relationship with Stafford Borough Council. Residents generally feel they have a relationship with Stafford rather than Lichfield and so this proposed change would not be welcomed. <i>Oct 16</i> : Put link to consultation in Newsletter, put in objection to change from PC.	Chair/Clerk
053/16	Consider sites for planting of trees by CPRE: Along the back of the playing field is one site, councillors to think of others. Ask CPRE for timeframe.	Clerk
054/16	Consider Christmas tree(s) and Christmas lights: put lights on the tree on entrance to Sycamore Drive. Get prices for battery operated lights.	Clerk

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055/16	Consider quote for cutting back tree overhanging house on Sycamore Drive/Bath Lane corner of £50: Price agreed, Clerk to contact the contractor.	Clerk
013/16	Chairman's announcements:	None
014/16	Councillor Questions:	
	Was the removal of the asbestos from the barn on Egg Lane done according to the appropriate regulations? Landowner had paid a contractor to do it, contractor regularly inspected for H&S. Documentation will be provided. All finished now.	-
015/16	Date of next meeting: November 15th 2016	Clerk to book Memorial Hall
016/16	Public Participation:	
	The footpath from Puddle Hill to Egg Lane has an electric fence across it - this can be stepped over with care, most people could probably step over it. Landowner stated that the fence was temporary for 3-4 weeks to keep sheep in.	
	Would any money be available from Len Bloomer's fund to help with traffic calming, SID etc.? PC believes that all of this fund has been allocated.	
017/16	AOB	
	Clerk provided a copy of the YTD figures (half year) for receipts and expenditure for each councillor.	-
018/16	Planning Applications:	
	16/24767/FUL Demolition of existing building and replacement with a building to house aluminium dross processing plant, tanks and silos, Kingsilver Refinery Hixon Industrial Estate, Church Lane, Hixon	No objection
	16/24760/FUL Residential development consisting of six 3 bedroom bungalows, Land off New Road, Hixon ST18 0PE	No objection, some comments
	16/24281/FUL Two bedroom dormer dwelling, Bumblebee Barn, Puddle Hill, Hixon ST18 0NG Amended Plan	No objection
	16/24280/FUL Erection of two dwellings, Land Between Chase View Farm And Almondbury, Puddle Hill, Hixon Amended Plan	Object
019/16	Planning Reports	
	16/24410/COU Change of use of former airfield runway for storage of commercial vehicles and up to six commercial vehicle auctions per year, plus construction of building to provide office/sales area and toilet facilities and associated landscaping and perimeter fencing - Land At Hixon Airfield Industrial Estate Hixon	Withdrawn
	16/24680/FUL Proposed car parking area, Land Off Pasturefields Lane, Pasturefields	Refused
020 /16	Bank Reconciliation:	Done
021/16	Schedule of agreed payments	
	C Gill salary October (Gross). Local Gov act 1972 s111.	£748.96
	Reimbursement C Gill (costs: working from home) - Oct. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill stamps (12x2nd@55p (£6.60) and 6x1st@ 64p (£3.84) Local Gov act 1972 s111	£10.44
	Reimbursement C Gill mileage (12 miles @ £0.45p/mile). Local Gov act 1972 s111	£5.40
	Memorial Hall for hall hire 1st July to 30th September 2016 (paid early on Oct 5th)	(£57.60)
	Grant Thornton for external audit	£240.00
	Stafford Borough Council for amenity skip- July	£82.00
	Fenns Stationery - paper	£12.60
	Acer for grass mowing - September (full amount)	£749.09
022/16	Documents Received: Annual fire safety information from Memorial Hall	

Meeting finished at 9:35 pm.