

Hixon Parish Council

Minutes of Parish Council Meeting Tuesday November 15th 2016

In attendance for all or part of the meeting:

Cllr. B McKeown, Cllr Mrs S McKeown, 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 Cllr P Hopcroft and Cllr. Mrs M Aberley.	-
002/16	Declarations of interest: None	-
003/16	Minutes of meeting October 20th 2016 were accepted as accurate.	-
041/15 and 032/16 plus 067&081/09 & 056/11	Speed and Highway Safety in Hixon Parish plus Village Gateway Features (New Road and Church Lane): 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). 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. Working party of Cllrs. B McKeown, Mrs C Murdoch, Mrs M Aberley and M Kelly to take the raised crossing forward. September/October 2016: Chair to write remit/challenges for the working party. Go with Church Lane raised crossing as first project. <i>Nov 2016</i> : Meet Tuesday Dec 6th, 7.30pm, Bank House.	Chair
As above	Speedwatch Campaign: <i>November 2016</i> : Earlyish session held on New Road, still around 10% speeding.	Cllr Hopcroft
021/09, 023/09, 074/09, 091/09	Playing Fields Report: October 2016: Ask John Martin if he would take away the mounds of grass cuttings - Cllr. B McKeown. An arm has come off the Bill Ives bench, Cllr. Baxter has sorted out the nails to make it safe. The new bench near the swings has a lot of movement, ask George if he can fasten it down more securely.	Clerk
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. <i>Nov 16</i> : Paperwork for water meter reading has been provided by landowner. More weed-killing required, ask TGM for quote. Best time will be Spring. To keep central driveway clear, edging may be required. Cllr. B McKeown to draft specification for quote, try MAC. Letter to go with invoice for next year approved, Clerk to send to allotment Cttee. and ask for it to go out addressed to each allotment holder, along with the invoice.	Clerk
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").	Clerk
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-fib. 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 (?) <i>Nov 16</i> : Joules sticking to not considering a contribution atm - leave until March, when situation with BankHouse's financial situation should be clearer.	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. <i>Nov 16</i> : As previous month but the Councillor Murdochs have found a new walk to add to the others (Swansmoor Circular)!	Cllrs. McKeown and Murdoch

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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. <i>Nov 16</i> : Discharge from agenda.	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 and Nov</i> : LR chased - large back log, still waiting.	Clerk
054/14	Situation regarding Hixon drop-in surgery and Hazeldene House Surgery Patient Participation Panel: <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> : 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. <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. <i>Nov 16</i> : See 034/16.	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. 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. <i>Nov 16</i> : Good meeting, Hammonds Croft OS and path at rear to be first priority, followed by corner of Stowe Lane (Mount Farm). Letters to be drafted and sent via Clerk. Bus shelters - improve appearance, particularly Back Lane (general area of bus shelter).	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. <i>Nov 16</i> : Put a laptop and projector in draft budget.	Chair
060/15	BKV: Garden competition - results ready Presentation was on Tuesday November 8th, good turnout.	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). <i>Nov 16</i> : Sort out delivery and collection and get letters out - Chair will sort this.	Chair
034/16	(Healthwatch Staffordshire and) Hazeldene House: <i>Nov16</i> : Stewart Learoyd attended to discuss Hazeldene House and the provision of healthcare in the borough (he is not connected with Healthwatch). The Borough has limited say on health provision, has responsibility for the homeless and the cascading down of life expectancy - 10 years difference from best areas to worst areas. Borough has responsibility for leisure centres and promotes an active lifestyle. Childhood obesity. Social isolation of elderly and fuel poverty are relevant in Hixon and Haywoods as they are rural areas. Had to fight to keep the provision of hearing aids. Andy Donald from the CCG group is visiting the Borough Council. Borough can raise GP services with CCG and County Council. Re Beaconside sports centre closure - the provision for people recovering from strokes, cardiovascular problems, operations etc.. should have been picked up by SBC owned provision, Stewart will raise this at SBC and with Jeremy Lefroy and the CCG. Stewart is on the Health Scrutiny Cttee. at SBC and will raise the lack of provision of doctor provision in Hixon with SBC, CC, CCG and Mp. He will consult with Ann Edgelert (Chair of Health Cttee.) to see if they can get more questions raised about local services. SBC has a seat on the County Health Scrutiny Cttee. Stewart would like The PC to format a question that raises all the issues with healthcare provision for Hixon residents.	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. <i>Nov 16</i> : Include BriStor item in with Gateway item, next agenda.	Clerk

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040/16	Crime Reports: POLICE.UK website mentioned in Newsletter. 1 antisocial and 1 burglary from a parking area for Sept.	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. <i>Nov 16</i> : Post box now functioning again. Complaints from Hill Croft re rubbish behind shop, leaking pipe and hedge/grass area. Visit on Sat. 19th 10am to look at.	All
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. <i>Nov 16</i> : Cllr. Murdoch's to chase up painting of swing bar. Cllr. McKeowns will sort out oiling of notice boards.	-
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. <i>Nov 16</i> :S&RH won't fence the track off. PC could plant the CPRE trees, ask permission from S&RH, need to know width of track. Let residents know what is going on.	-
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. <i>Nov 16</i> : Resident has asked about staining the bench - agreed a clear product e.g. Sadolin, to keep it weatherproofed in a natural finish..	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. <i>Nov 16</i> : All quotes higher than expected - agreed to plant hedge instead, 17m stretch. Cllrs. to remove old fence and gate. Clerk to contact CPRE.	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. <i>Nov 16</i> : Hedge on Greenfields, track at back of The Croft. Walk around the village to look for any more sites, could do this afternoon of December 3rd?	Clerk
054/16	Consider Christmas tree(s) and Christmas lights: put lights on the tree on entrance to Sycamore Drive. <i>Nov 16</i> :Now looking at mains powered light, South View will provide electricity. Suggest give resident £25 to cover the costs. Clerk to get quotes.	Clerk
056/16	Consider the rowan tree on OS, entrance to Sycamore Drive: Nearly dead for not quite - leave to see if it recovers. Discharge from agenda.	Clerk
057/16	First draft of 2017-2018 budget: look at in December, all to consider what they want to include.	Clerk
058/16	Consider quotes for minor highways work: Decided to go with same contactor as last year at £380 + VAT.	Clerk
013/16	Chairman's announcements:	None
014/16	Councillor Questions:	
	Re the removal of the asbestos from the barn on Egg Lane - has appropriate paperwork been provided by the landowner? No, not as yet. Chair will chase up.	Chair
	Noise from JBMI early morning (reported previously).	
	Lorries in village - one Spanish lorry had parked up opposite Lauder Grove for the night, was asked to move and did.	

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015/16	Date of next meeting: December 20th 2016	Clerk to book Memorial Hall
016/16	Public Participation:	
	Parliamentary boundary change - doesn't want change to happen (PC are objecting).	-
	Having to wait over 3 weeks to get an appointment at Hazeldene House Surgery - Gladman estate would greatly add to the problem	-
	Yellow markers at pedestrian safety /traffic calming site on High Street - some loose screws in first one going up the hill, making it wobbly - Councillors will tighten them up.	Chair
017/16	AOB	
	Price for printing of Autumn Newsletter of £155 agreed.	Clerk
	Expenditure on Neighbourhood Plan get together in region of £100 agreed.	Clerk
	Can the PC purchase a flask for tea and coffee? Cost £30 - agreed.	Cllr. Mrs S McKeown
018/16	Planning Applications:	
	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. New report from applicant on salinity.	Object
019/16	Planning Reports	
	16/24555/HOU Single storey side and rear extension, 45 Ridgeway Hixon	Permit
	16/24563/COU Change of use of an existing bungalow (dwelling) into commercial offices including forming parking and turning facilities and change of use of the existing extended garden areas to form a "Self Storage" container compound for use of the public, associated hard-standings and fencing, The Bungalow, Church Lane, Hixon ST18 0TH	Permit
	16/24281/FUL Two bedroom dormer dwelling, Bumblebee Barn, Puddle Hill, Hixon ST18 0NG Amended Plan	Permit
	16/24280/FUL Erection of two dwellings, Land Between Chase View Farm and Almondbury, Puddle Hill, Hixon Amended Plan	Permit
020 /16	Bank Reconciliation:	Done
021/16	Schedule of agreed payments	
	C Gill salary November (Gross). Local Gov act 1972 s111.	£748.96
	Reimbursement C Gill (costs: working from home) - November. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill stamps (30 2nd@55p) plus 1 at 75p. Local Gov act 1972 s111	£17.25
	Reimbursement C Gill mileage (47 miles @ £0.45p/mile). Local Gov act 1972 s111	£21.15
	Reimbursement C Gill printer (HP officejet 7510A)	£74.99
	Reimbursement C Gill for 3 year insurance cover for printer.	£15.00
	Reimbursement C Gill Harvey's trophies for plaque and trophy (BKG etc. Presentation)	£47.00
	Reimbursement C Gill Wolseley Garden Centre for gift cards (BKG etc. Presentation)	£55.00
	Fenns Stationery - ink (new printer)	£83.92
	Acer for grass mowing - October (£749.09 full amount), plus hedge cutting (£180) plus retention from March (£30.05)	£959.14
	Severn Trent Water 15/4/16 to 15/10/16	£222.04
022/16	Documents Received: SPCA annual report (copy for Chair) and invitation to AGM	

Meeting finished at 10.05 pm.