

## Hixon Parish Council

### Minutes of Parish Council Meeting Tuesday December 20th 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, Cllr. Mrs M Aberley.

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

Ref	Item	Action
001/16	Apologies received from : Cllr P Hopcroft and from members of the public: Cllr Len Bloomer, Cllr. Stewart Learoyd	-
002/16	Declarations of interest: None	-
003/16	Minutes of meeting November 15th 2016 were accepted as accurate.	-
041/15 and 032/16, 067&081/09 & 056/11& part 041/15 plus 038/16	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. 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. Chair to write remit/challenges for the working party. <i>Dec 2016</i> : WP met, agreed Church Lane as first priority (raised crossing, gateways etc.). Involve local businesses and SCC (Richard Rayson not replying). (NICE don't speed bumps as cause increase exhaust emissions when accelerate away (Cllr. Mrs M Aberley). Children will only be on roadside for very short periods).	Chair
As above	Speedwatch Campaign: Sessions not being held in bad weather. Great Haywood are starting up a community Speedwatch group.	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. If not, try Acer. Need to wait until ground much drier. 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.	Chair/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 has sent to allotment Cttee. and asked for it to go out addressed to each allotment holder, along with the invoice.	Clerk
051/10	JBMI Liaison Committee: Next meeting June 5th 2017. Cllr. Mrs M Aberley updated the council on discussions from the meeting of Dec 5th 2016. Main points were the several burglaries from the JBM site of scrap metal. JBM have bought the FDL site off Church Lane and will be erecting a fence around the entrance.	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. The Neighbourhood Plan was considered by Cabinet on 3 November 2016 and adopted by Council on 22 November 2016. The Neighbourhood Plan is now part of the Borough's development plan for making planning decisions. Someone doing a dissertation on Neighbourhood Planning and based at SBC forward planning was recommended by Alex Yendole to find out more about the Hixon NP to use in his project - he spoke with the Chair and the Clerk on December 1st 2016. It was decided to keep the Neighbourhood Plan on the agenda and to have a Neighbourhood Plan Scrutiny Committee (comprising the original Steering Group members) to review the plan and its effectiveness, suggested meetings take place approx. 6-monthly.	Clerk

## Hixon Parish Council

069/12	<p>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. <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. <i>Dec 16</i>: Sarah is the new manager of the Bank House from 21st Dec. Cllr Mrs C Murdoch to check with Sarah that the de-fib. is being checked every week and provide assistance with paperwork if required..</p>	Cllr. Mrs C Murdoch
039/13	<p>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)!</p>	Cllrs. McKeown and Murdoch
037/15	<p>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, Nov, Dec 16</i>: LR chased - large back log, still waiting. Should be very soon (Dec.).</p>	Clerk
054/14, 034/16	<p>Hixon drop-in surgery and Hazeldene House Surgery incl. 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>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. <i>Dec 16</i>: Raise 2 different questions - one about provision of healthcare in Hixon and one about the closure of Beaconside Sports Centre and subsequent loss of rehabilitation facilities.</p>	Councillors
050/15	<p>Community Involvement to improve Hixon - ideas on how to achieve this: 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, 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>Nov 16</i>: Met October 21st - 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). <i>Dec 16</i>: All happy with the draft letters to Alan Dangerfield and Hammonds Croft resident - leave HC letter until Spring. Use William Deakin for advice on trees?</p>	Cllrs. Baxter, Mrs C Murdoch, McKeowns and Mrs M Aberley.

## Hixon Parish Council

055/15	IT and 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. Dec 16: IT group met, propose stand-alone projector so PC/laptop not essential. Need to have someone to maintain the website, Paul Dadge sorting current problem out. May need a maintenance contract, local person lives in cottages on New Road - would one-man-band be suitable?	Chair
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. Dec 16: Letters gone out to residents and businesses, all residents responding in favour if 40mph speed limit reduction, no replies from businesses yet.	Chair
040/16	Crime Reports: POLICE.UK website mentioned in Newsletter. Remove from agenda.	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. <i>Dec 16</i> : Civil (Parking) Enforcement officer attended Smithy Lane area on 16th Dec. Lots of comments on FB page. McColls manager (Scott) needs to be followed up re actions on leaking pipe, mess, untidy rear to shop, untidy grass/bank. - Chair. Overflowing manhole - Write to Severn Trent re the problem, ask them to get it sorted out.	Chair/Clerk
042/16	Painting of swing bar and rubbing down/oiling of notice boards: Oct 16: Painting of swings has been arranged and will take place soon. Oiling of notice boards is part of the community group's remit. Nov 16: Cllr. Murdoch's to chase up painting of swing bar. Cllr. McKeowns will sort out oiling of notice boards. <i>Dec 16</i> : Swings have now been painted satisfactorily, McKeowns will do the 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. Oct 16: 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. <i>Dec 16</i> : Have looked at approx. cost of putting in a sheep-proof fence along track, this may be better option. Letters to Monty Brown and The Croft residents agreed, write to Monty Brown first, leave The Croft residents for now.	Clerk
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. <i>Dec 16</i> : Bench has been sanded and coated, remove from agenda.	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. <i>Dec 16</i> : Nothing new.	Clerk

## Hixon Parish Council

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. <i>Dec 16</i> : Objection put in, consultation ends in March. Bring back to agenda in March.	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. <i>Dec 16</i> : Community involvement group to decide where trees should go. Meet up on January 8th to look at sites in village.	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. <i>Dec 16</i> : Tree looks fabulous, very positive comments received.	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	Draft of 2017-2018 budget: Precept - Propose increase amount per D-band household by 1.9% - proposed Cllrs Kelly/Mrs C Murdoch - Voted 5 for, 2 against - Agreed. Salary for Clerk - 2% increase included in draft budget. Other minor changes made to draft. Clerk to amend and circulate prior to next meeting, aim to agree and finalise budget at next meeting.	Clerk
059/16	Consider request for electronic payments by HMRC: HMRC are requesting electronic payment of NI/(income tax). Direct debit agreed as best method, Councillors will need to sort this out.	Councillors
060/16	Consider purchase of 2 sets of defibrillator pads for £44 + VAT per set - this will be required every approx. 18 months to 2 years, unless defibrillator is used on a patient (ambulance service replaces pads if used). Expenditure agreed.	Clerk
061/16	In Camera item.	Clerk
013/16	Chairman's announcements: It has been a busy period for meetings, events etc.	
014/16	Councillor Questions: The bank between Walnut Cottage and the Airfield Estate is still encroaching on to the pavement - Clerk to see if this can be sorted out.	Clerk
	There is a lot of mud on the pavement opposite the "Bungalow" , where a lot of work is ongoing. Mud presumably from this site. Clerk to add to Highways job , see below. The bank at the other end of Church Lane has been cut back in a satisfactory manner, to widen the pavement space available.	Clerk
	The bank has not been cut back as much as it could have been opposite the boatyard - Clerk to get back to Highways.	Clerk
	Cllr Mrs S McKeown (speaking to Borough Cllr. Alan Perkins) said that the PC were amazed that he was in favour of the Science Park planning application and hadn't consulted with the PC or even informed the PC of this. Cllr. Perkins said that as well as being ward member for Haywoods and Hixon, he was also responsible to SBC. He was entitled to his own opinion and was told by Planning that he could say his own thing. He had been talking to the applicant and they told him things that made him think the application would be a good thing for Hixon. Following discussion about the applicant's claims, Cllr Perkins said that he wasn't aware of some information that the PC knew about (e.g. the survey that had the NP branding on it for which the applicant had to apologise for mis-leading residents, the application was just an attempt to get more agricultural land turned to industrial land - the applicant already has land available with PP that could have used for the Science Park, vast majority of Hixon residents don't work in Hixon - the type of work that would in reality be offered from this site would be unlikely to be suitable for most Hixon residents).	-
	There has been smoke coming from the static caravan at Walnut Cottage, seems likely that someone is living there - Clerk to contact Enforcement again.	Clerk
	The corner of Stowe Lane looks very messy - letter to Alan Dangerfield will be sent out.	Clerk

## Hixon Parish Council

015/16	Date of next meeting: January 17th 2017	Clerk to book Memorial Hall
016/16	Public Participation:	
	Tom Lyons on Hazeldene House (on PPG) - No development on new surgery, admit current one is not four for purpose, now have 7000 patients. Plans to put in an access path from the Great Haywood Memorial Hall car park to the rear of the surgery - Colwich PC will pay for this. No mention of doctors coming back to Hixon, outside surgery application likely to be refused on hygiene grounds. Two new sites previously considered and turned down were Roseacre Nursery and land on Mill Lane, opposite side to the railway.	
	Could a No Parking area be marked out on the PC car park, where the path from the hall meets the car park? - this is something that had been considered a few years ago - can BriStor help by marling one out? Cllr A Murdoch to enquire	Cllr A Murdoch
017/16	AOB	None
018/16	Planning Applications:	
	16/25315/COU Change of use of former airfield runway for storage of commercial vehicles and up to six commercial vehicle auctions per year; office/sales/facilities building; landscaping works, Land At Hixon Airfield Industrial Estate Hixon ST18 0PF	
	16/25380/COU Change of use of former airfield runway to storage of crushed concrete hardcore for use at adjacent construction sites for a temporary period of up to five years, Land At Hixon Airfield Industrial Estate Hixon ST18 0PF	
019/16	Planning Reports	
	16/23616/OUT Phased development of a science, technology and commerce park for research and development uses (Use Class B1(b)) with ancillary office space (outline with details of access and landscaping)   Land Adjacent Former Runway Hixon Airfield New Road Hixon AMENDMENT Signalised Junction A51/New Road	Refuse
	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	Permit
020 /16	Bank Reconciliation:	Done
021/16	Schedule of agreed payments	
	C Gill salary December (Net for Q3 NI). Local Gov act 1972 s111.	£721.27
	Reimbursement C Gill (costs: working from home) - December. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill stamps (36x 2nd@55p). Local Gov act 1972 s111	£19.80
	Reimbursement C Gill mileage (22 miles @ £0.45p/mile). Local Gov act 1972 s111	£9.90
	HMRC for NI payments for Q3 (employer £30.21 and employee £27.69) = £57.90	£57.90
	International Components for Christmas tree lights and accessories	£546.00
	Charles Raby Timber for work on trees overhanging South View and cherry tree, entrance to Sycamore Drive	£75.00
	Brierley Printers for Autumn Newsletter	£155.00
	Fenns Stationery - ink, writing pads, pens	£74.41
	Poppy Appeal - Wreath	£19.00
	Abbey Landscapes for school footpath clearing May to October	£96.00
	Cllr. B McKeown for Chairman's Allowance 2016-2017	£100.00
	Tony Norman for painting of the swing bar on playing field	£120.00
	The Bank House for NP event (paid on 22nd November 2016)	£127.70
	The Green Man for BKG etc. event (paid on 22nd November 2016)	£50.00
022/16	Documents Received:	
	Meeting finished at 9.45 pm.	