

Hixon Parish Council

Minutes of Parish Council Meeting Tuesday June 20th 2017

In attendance for all or part of the meeting:

Cllr. B McKeown, Cllr Mrs S McKeown, Cllr A Murdoch, Cllr Mrs C Murdoch, Cllr. M Kelly, Cllr. P Hopcroft, 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. N Baxter	-
002/16	Declarations of interest: None	-
003/16	Minutes of meeting May 16th and Parish Meeting May 16th 2017 were accepted as accurate.	-
050/15	Community Involvement to improve Hixon - ideas on how to achieve this: sub-group - Cllrs. Mrs C Murdoch, Mrs M Aberley, Baxter and McKeowns. 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.) Nov 16: 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). Mar-17: Hammonds Croft community get together was on Sunday March 19th, good turnout. Notes taken by Cllr. Mrs C Murdoch. Need to get some prices and plans drawn up. Involve Taylor-Wimpey MD if necessary, to get responses from TW. Get prices for dog poo bag dispenser. Get dog person from SBC out to look around Hixon and talk to Councillors (Mon/Fri best). Look at appropriate posters. Everyone needs to be prepared to challenge people who don't clear up their dog's poo. May-17: Met with Saul Hocking from SBC - very positive that campaign would work to get dog poo to zero. Poster campaign supplied by SBC. Do poo count before and after, 6 month period. PC agreed to go ahead with campaign, invite Saul to next meeting. Let him know which areas to concentrate on and discuss timing. June-17: Dog poo issues - Saul Hocking from SBC was unable to attend. Draw up action plan and drawings for Hammonds Croft (Chair and a.n.o.), arrange date to go through the actions proposed. Get prices for any work proposed.	Sub-Group
041/15	Gospel Hall on New Road: Update from Trustees: Trustees did not attend.	
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. 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. Dec 2016: WP met, agreed Church Lane as first priority (raised crossing, gateways etc.). Involve local businesses and SCC (Richard Rayson/James Bailey). Jan-17: Swynnerton PC are putting in white plastic gates at the entrance to Yarnfield village, they are paying for them themselves. Feb-17: Met with Richard Rayson on Jan 19th re Church Lane and New Road, plus other matters raised. Good meeting, awaiting plans and costings for Church Lane Raised crossing. Apr-17: Richard Rayson says it is with Amey, should get something from them April/May. May 2017: Use the BriStor apprentices for the gateway features, ask local companies to plant trees, landscape etc. WP met on June 14th. June-17: Plans will be available shortly.	Chair
As above	Speedwatch Campaign: Sessions planned, would like to do 1 per week. Need a minimum of 3 people. Chair would like to train. May-17: 2 sessions held, down to 8 volunteers, need 2 or 3 more. Still ca. 10% speeding, all HGVs >7.5 tons being recorded. Paul to produce an annual report. June-17: Recent session on New Road/Church Road at lunchtime - over 200 vehicles, only 2 speeding and this was marginal. The new person in charge of Speedwatch in the police in this area is trying to get Speedwatch group to use the camera van as then speeders could be fined. Police want to use permanent "Police and Community Speedwatch" signs in areas that Speedwatch operates but Highways won't give permission - need to be on separate poles erected by Highways, not lampposts etc. Vehicle speeds overall have dropped in Staffordshire.	Cllr Hopcroft
021/09, 023/09, 074/09, 091/09	Playing Fields Report: Mar-17: John will remove piles of cuttings once a year, will provide a cost for this. No real problems, Cllr Hopcroft will remove the old wooden bench. Clerk to order a replacement green recycled plastic bench, in 2017-2018. Apr-17: Grass cutting could be better. May-17: Still waiting for a price to remove the grass cuttings. June-17: Grass cuttings removed, ask Acer to only use top right corner for new cuttings and ask for quotes to include removal of all grass cuttings for next year. Used Nitrous Oxide gas canisters have been found on playing field and Millennium Green - inhaled as laughing gas. Extremely poisonous.	Cllr Hopcroft/Clerk
097/07	Allotments: Feb 17: Quote for weed-spraying the central driveway, car park and where the building used to be is £25+VAT per occasion if done at the same time as the other areas in Hixon (April/May and end of August) - this was agreed. Chair had sourced a price for 2 different thicknesses of tannelised boards and also eco sleepers to use as edgings for the central drive. Clerk to contact Allotment Cttee. to let them know about the weed-killing and to enquire whether plot-holders would work together to put these edgings in place. Mar-17: Cttee. say that they will organise the laying of the edging boards with plot-holders, have asked for a systemic weed killer and a windless day, Clerk to check with TGM. Apr-17: Edging dimensions decided on as 200mm x 22 mm. Discuss at meeting with WFAA Cttee. members re delivery, putting in place etc. Minutes from extra meeting on April 13th agreed. Chair to arrange meeting with WFAA Cttee. representatives. May-17: Had a positive meeting with some of the WFAA Cttee. Agreed that the items the PC want to put in place are OK. WFAA Cttee. to report back to PC in November. Plot-holders to ratify the decision to allow 6 plots to Stowe by C and Weston residents. June-17: Has driveway been weed-killed? Waiting for TGM to confirm.	Clerk

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051/10	JBMI Liaison Committee: Cllr. Mrs M Aberley fed back discussions from meeting. New building was built outside the planned site due to proximity to drainage ditch - needs a new planning application. Fencing being erected at main entrance to site, in line with that requested by PC. Drainage ditch on Monty Brown's land needs clearing out as it is causing problems and drainage issues up stream.	Clerk
050/12 and 032/12 (Plan for Stafford)	Neighbourhood Plan: 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. <i>Jan-17</i> : It has been agreed that the Neighbourhood Plan Scrutiny Committee (comprising the original Steering Group members) meet 6-monthly starting in June 2017, to review the plan and its effectiveness. <i>Mar-17</i> : Date set as Wednesday June 14th, 7pm, Bank House. <i>June-17</i> : NP group met as planned, minutes to be produced, some new ideas coming forwards.	Clerk
069/12	Bank House car park payments: <i>Nov 16</i> : Joules sticking to not considering a contribution at the moment - leave until March, when situation with Bank House'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. <i>Jan-17</i> : Sarah does not have the code for the defib., Clerk to let her know it. One of the 2 Yew trees has been cut down - Consider a TPO for the remaining Yew tree as it part of the setting of the listed building. Liaise with Mary (leaseholder of pub). <i>Feb 17</i> : Sarah now has the code for the cabinet, instructions on what to check/record and suitable paperwork. Mary is in agreement with getting a TPO on the remaining Yew tree. <i>Mar-17</i> : Clerk has contacted SBC re TPOs. Cllr. Mrs C Murdoch will talk to Sarah/Mary re funding items, community involvement etc. By May meeting. <i>May-17</i> : Mary is going to buy the Bank House lock, stock and barrel from Joules. Mary is keen to help fund things in the village going forward e.g. events, gateways etc. Agreed that Steve at Green Man should be approached re helping to fund things in Hixon as well. Want to attract people to the village. <i>June-17</i> : No further update.	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)! In Progress. <i>Mar/Apr/May-17</i> : More walks found, will write up. <i>June-17</i> : Walk leaflets will be produced when time allows.	Cllrs. McKeown and Murdoch
054/14, 034/16	Hixon drop-in surgery and Hazeldene House Surgery incl. Patient Participation Panel: <i>Feb 17</i> : From patient liaison group meeting - there won't be a new surgery. There will not be a doctor in Hixon. The current emphasis is for larger surgeries covering big communities. The STP - a 5year forward view) will be/has been formulated. Need to look at who is leading the STP for Staffordshire, what is in the plan and how it impacts rural communities like Hixon. Engage in Public Consultation process, encourage residents as well. Includes Health & Social Care so involves SCC). <i>Mar-17</i> : Hubs of ca.34,000 people are proposed - how will people from villages get there? Need a few people (residents and/or PC) to go on the STP consultation panel. Get some more information and then get the information out residents. Need to know what we are asking people to volunteer for. <i>Apr-17</i> : Stewart Learoyd has provided a link on joining Healthwatch. Cllr. Mrs C Murdoch has said she will join. Staffordshire has a huge overspend on the STP, measure will be put in place to reduce it. There will be a challenge to the hub basis coming in. Probably many changes to come yet. <i>May-17</i> : Cllrs. Mrs C Murdoch, Mrs S McKeown and P Hopcroft to join the Patient Reference Group once it has been set up, to try and cover the meetings. Cllr.. Mrs C Murdoch has the details of who to contact. <i>June-17</i> : No further with Healthwatch, next Hazeldene meeting is June 22nd.	Councillors
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>Nov 16</i> : Put a laptop and projector in draft budget. <i>Dec 16</i> : 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. <i>Feb 17</i> : Neither James Peach nor Paul Dadge can take on the maintenance of the website. Chair to contact Neil Fletcher re maintenance and possible new website. <i>Apr-17</i> : Meeting Wednesday 22nd March did not take place due to unavailability. An ex-resident of Hixon (Matt Collins) has offered to help and can provide help with website as well. Chair to follow-up. <i>May-17</i> : Mat Collins will draw up a spec. for what we want. Ask Memorial Hall if they have any plans to put high speed WIFI in to the hall and if so, can the PC help in any way. <i>June-17</i> : Waiting for response from Memorial Hall, Matt Collins prices for equipment are within budget. Need a laptop. Will need to ensure no sensitive documents are stored on the Cloud.	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>Dec 16</i> : Letters gone out to residents and businesses, all residents responding in favour if 40mph speed limit reduction, no replies from businesses yet. <i>Jan-17</i> : 2 business replies, both wanting reduction to 40mph. Write to Richard Rayson (copy James Bailey) asking for this to be implemented (give letter by hand at meeting on 19th January). <i>Feb 17/Mar 17</i> : Waiting to hear from Richard Rayson. <i>Apr-17</i> : Will have to get funding from the new County Councillor. <i>May-17</i> : John Francis (County Cllr.) to take forward. <i>June-17</i> : Chase up John Francis.	Clerk

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041/16	<p>Parking on Smithy Lane and McColls (rubbish, hole, overgrown grass/hedge, parking on grass verges on Hill Croft): . Nov 16:Complaints from Hill Croft re rubbish behind shop, leaking pipe and hedge/grass area. Visit on Sat. 19th 10am to look at. Dec 16: 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. Jan-17: Severn Trent have confirmed that it is a build up of grease/fat that is blocking the drain and causing the manhole to overflow. Clerk has written to Fish & Chip shop end Chinese take-away to let them know and to ask them to dispose of the waste fat in the correct manner. If problem re-occurs, let Severn Trent know about the frequency of the problem, the cause (according to their staff) and the likely culprits. Chair to follow up with McColls manager (Scott) re the leaking pipe, mess at rear, grass/hedge etc. Ask parking officer why no tickets were given out as cars were seen parked on double-yellow lines when officers present. Ask for them to return. Feb 17: Cars are given the opportunity to move on within the 5 minute observation period, 10 cars were moved on. Request made for follow-up visits. Chair has spoken to the manager at McColls, he will chase up Head Office re the repairs and clearing up the grounds. Mar-17: Severn Trent have found a leak in the drain a few metres from the overflowing manhole. Chair has spoken to the engineer about the potential problem from the fast food outlets. Contact McColls Head Office about the lack of action on clearing up the McColls site. Apr-17: McColls Head Office has said that the area will be cleared up etc. - not happened as yet, if not done by next meeting then contact them again. May-17: Nothing done, Clerk to chase up McColls. June-17: Work supposedly done but not very well at all. Go back and complain again, bread trays left outside are being dumped elsewhere (by kids).</p>	Chair/Clerk
042/16	<p>Painting of swing bar and rubbing down/oiling of notice boards: Dec 16: Swings have now been painted satisfactorily, McKeowns will do the notice boards. Jan-17/Feb 17: Progressing ..Mar-17: Ang from the Pet Shop has stained the Bath Lane/Sycamore Drive notice board and will gold paint the letters. Clerk has written to thank her. . June-17: Work has started on the remaining notice board, been rubbed down, sugar-coated and left to soak, Will receive 2 coats of Danish oil.</p>	Cllr. McKeowns
046/16	<p>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. Sept 2016: 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. Nov 16: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. Dec 16: 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. Jan-17: Monty Brown (Grange Hill farm) say they own the track, waiting for S&RH to clarify what documentation of ownership they have. Feb 17: S&RH now say they don't own the track. Arrange a site meeting with S&RH to discuss. Mar-17: S&RH definitely don't own the track. The majority of residents have requested additional parking spaces. Try and get a price from Highways for grasscreting down the side of the grass on RHS looking up the hill, Chair has some plans. Clerk to contact Monty Brown about the use of the track to assist with parking - purchase the track? Is there a legal agreement of any sort residents/Monty? Leak on The Croft - try and get Severn Trent/Highways to sort, contact both. Apr-17: Monty Brown prepared to attend PC meeting to discuss the track. Invite him to meet with Brendan and Paul prior to next meeting. May-17: Plans with Richard Rayson for costing. June-17: Monty and Ed Brown attended the meeting. The position regarding the initial claim that they owned the track at the back of The Croft at the edge of the field was covered again. 3 people have permission from Monty to use the track to access the rear of the property they live in. He will not give permission to anyone else. However, he would sell the track for £70,000 (14 properties, £5000 each). This figure is based on one house recently sold who claimed that her house value was decreased by £10000 when Monty refused to allow her to use the track to access rear parking - Monty offered to go 50/50 with her.</p>	Clerk
049/16	<p>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. Nov 16: All quotes higher than expected - agreed to plant hedge instead, 17m stretch. Cllrs. to remove old fence and gate. Clerk to contact CPRE. Jan -17: Residents on Greenfields have requested a fence rather than a hedge. Agreed that Clerk will get quotes for a picket fence, with gap at bottom to permit strimming. Feb 17: Agreed to accept lowest quote of £480 incl. VAT, move fence a bit further back from kerb than current fence. (Wait for Land Registry work to be completed). Apr-17: Fence can now go-ahead, set fence back by approx. 1 foot from current line. May-17: Fence has not been replaced yet. June-17: Fence now in place but old fence not removed. Some houses in Greenfields had their power supply interrupted when the fence was being installed. Cllr. Hopcroft to liaise with Mark to get old fence removed and ask about what had happened to disrupt the power supply.</p>	Clerk
053/16	<p>Consider sites for planting of trees by CPRE: Along the back of the playing field is one site, councillors to think of others. Nov 16: Hedge on Greenfields, track at back of The Croft. Walk around the village to look for any more sites. Dec 16: Community involvement group to decide where trees should go. Meet up on January 8th to look at sites in village. Jan-17: Bottom of village inspected, top part to be walked ASAP. Feb 17: additional tree sites on Vicarage Way, Meadow Glade, Church Road. Clerk to ask how trees are delivered. Mar-1 and Apr-17: Now looking at Autumn planting, need to finalise the number of trees required. May-17: Need to get the remaining sites from Cllr. Hopcroft. Decide how many trees wanted and rally troops for planting. June-17: Sites that Cllr. Hopcroft put forward require 9 trees. Aim to plant Sept/Oct.</p>	Clerk

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061/16	In Camera item:	Clerk
062/16	Car park No Parking area: Update: Cllr. A Murdoch stated that BriStor should be able to paint a hatched area as long the paint colour was not specific. <i>Feb-17</i> : Bristor do not have any suitable line paint but are prepared to undertake the painting. Clerk to check price of suitable paint from Travis Perkins. <i>Mar-17</i> : Paint much cheaper from Dulux shop, Cllr. A Murdoch to find out if Bristor will provide the stencil and labour. <i>Apr-17</i> : Chair to purchase the paint, Cllr. A Murdoch to follow-up with BriStor. <i>May-17</i> : Paint is £102. Chap at BriStor not very helpful, Andy to ask for a stencil for the lines (straight edges) in MDF(?) <i>June-17</i> : Cllr. A Murdoch to get a straight edge stencil. Chair will buy the paint.	Clerk
068/16	Village competition 2017: Posters will be ready for collection on May 5th. Get prices for Perspex sheets to put up in bus shelters (make a case for posters): 6ft x 2ft, 4mm or 6mm thickness. <i>May-17</i> : Go for 4mm, prices agreed ca. £24 each x4 plus delivery for 1200mm x 600mm. Chair has backing board available for these sizes. Chase up the painting of the bus shelter walls. <i>June-17</i> : Perpex frames now up and Chair has put some of the posters up in Bath Lane bus stop, more to follow at Church Lane.	Clerk
069/16	Naming of road with the 6 bungalows, off New Road: Agreed to put in formal objection to the name of Lancaster Close, there does not appear to be any cost involved. Put forward the name Roland Court, waiting for Magistrates Court to decide. <i>Apr-17</i> : Court requires a fee of £205 for an appeal and a further £567 if the appeal is contested by the council. Clerk has queried the difference between an appeal and an objection and was referred back to SBC legal dept. Awaiting their response. <i>May-17</i> : Developer still refusing to change the name from Lancaster Close. Wait until bungalows occupied and then see if residents want to change the name of the road. <i>June-17</i> : Decision on road name will be made at cabinet meeting on July 6th.	Clerk
070/16	Phone box on corner of Bath Lane/Sycamore Drive: A group of residents from Hammonds Croft and Sycamore Drive, calling themselves Friends of Hixon Community, have got together to carry out jobs around the village. They have cleaned the phone box and tidied up that area and made it look attractive with planters with the help of the Pet Shop. They aim to continue doing more jobs around the village and asked for suggestions. They would like to get the phone box replaced by a red one and use it as a book exchange and/or Defibrillator storage place. Would seek to get grants and possibly donations from residents. Ang from the pet shop is willing to do any painting job that is required. The group will be taking part in the Great British Spring Clean. <i>Mar-17</i> : Price for refurbished red phone box from the official supplier is £2750 + VAT + delivery. Information passed on to the Friends of Hixon Community. <i>May-17</i> : Phone box being used as a book exchange, looks very nice. <i>June-17</i> : Discharge from agenda.	-
073/16	Consider request for planting by resident in corner of OS on Sycamore Drive (next to No 1): Letter received from residents expressing disappointment. Decided to reconsider subject to conditions: need a planting scheme, contractor to have public liability insurance, forward plan to protect the asset in future etc. Chair to speak to residents. <i>May-17</i> : Clerk has contacted residents in writing, confirming the requirements outlined verbally by the Chair. <i>June-17</i> : Residents away at present.	Chair/Clerk
018/17	Replacing the lamp on the bollard light: Agreed expenditure of up to £50 for Cllr. Hopcroft to purchase a new bulb for the bollard light. <i>May-17</i> : Light does not seem to be working (has a timer and a light sensor), ask Cllr. Hopcroft to follow up. <i>June-17</i> : Still not working, Cllr. Hopcroft will sort it out.	Clerk
019/17	Protocol for Marking the Death of the Sovereign or other members of the Royal Family: Agreed that Hixon would like its own pages, check with Memorial Hall re the pages being available inside the hall. <i>May-17 and June-17</i> : Waiting to hear from Memorial Hall and SBC.	Clerk
021/17	Community Footpaths bid: Prices for equipment - Cllr. Hopcroft has provided prices, total of £414. Agreed to put in a bid for funding.	Clerk
031/17	Application for Village of the Year: The PC has entered Hixon in to the village of the year, full details to be sent in by the end of 17th May. <i>June-17</i> : Application made, will hear by July 5th if successful.	
032/17	Annual Return 2016-2017: To consider and approve the Governance Statement and the report from the internal auditor: Approved and signed.	Chair
033/17	Annual Return 2016-2017: To approve the Statement of Accounts for the Year ending 31 March 2017: Approved and signed.	Chair
034/17	Consider continued membership of CPRE for 2017-2018 for £36pa: Agreed to continue with membership.	Clerk
035/17	HS2, land and storage of documents: Query the amount of paperwork, more than draft copy? Land concerned should just be for storage - Farley Corner?	Clerk

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013/16	Chairman's announcements:	None
014/16	Councillor Questions:	
	The OS in Church Road has been strimmed this time. The cherry tree needs pruning and propping (resident does not want it removed).	Clerk
	Fence on Ridgeway OS at the bottom is falling in to the field.	Clerk
	Footpath 14 going to Knowle Farm has lost its line, had stiles removed etc. Inform Rights of Way at SCC.	Clerk
	It is believed that land on Puddle Hill may be being sold to the adjacent house to increase the size of its garden - this is not allowed.	Clerk
	Hardstanding on field off Pasturefields Lane is still being used for car parking - this is with enforcement.	-
015/16	Date of next meeting: July 11th 2017 - brought forward due to possibility of having insufficient councillors available on July 18th.	Clerk to book Memorial Hall
065/16	County and Borough Councillors Reports	
	Cllr. Perkins stated that the naming of the 6-bungalow road would be decided by cabinet on July 6th, choice of Lancaster Close or Roland Court.	
016/16	Public Participation:	
	Why wasn't a gate put in on Greenfields open space (new fence looks very smart)? There was an interruption to the power supply to some houses on Greenfields at the time the fence was being put in.	-
017/16	AOB	None
018/16	Planning Applications:	None
019/16	Planning Reports	
	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	Permit
020 /16	Bank Reconciliation:	Done
021/16	Schedule of agreed payments	
	C Gill salary (June - Net for Q1 NI). Local Gov act 1972 s111.	£733.73
	Reimbursement C Gill (costs: working from home) - June. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill mileage (54 miles @ £0.45p/mile). Local Gov act 1972 s111	£24.30
	Reimbursement C Gill stamps (12@1st (65p) £7.80 and 12@2nd (56p) £6.72	£14.52
	Reimbursement C Gill for purchase of Perspex sheets	£102.16
	Reimbursement C Gill for purchase of children's poster prizes	£91.65
	Acer Garden Landscapes - May mowing	£1,273.97
	County Fencing for Greenfields fence	£480.00
	HMRC for Q1 NI: Employer £34.74 and Employee £30.21	£64.95
	John Martin for allotment rent May 2017-2018	£799.73
	Transfer to Ringfenced allotment fund (additional from 2016-2017)	£99.11
022/16	Documents Received: Be Safe Online update and posters, Fly the Red Ensign - Merchant Navy Day 3rd September 2017 - leaflet on how to take part.	

Meeting finished at 10.10 pm.