

Hixon Parish Council

Minutes of Parish Council Meeting Tuesday November 21st 2017

In attendance for all or part of the meeting:

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

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. A Perkins and Cllr. J Francis	-
002/16	Declarations of interest: None	-
003/16	Minutes of meeting October 17th 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. <i>Oct-17</i> : Chair to draw up specification for tender - remove cherry tree stump, widen the path to take in the tree roots. Sealed bid tenders x4. Dog poo group had met again with Saul Hocking and received example posters, flyer etc. 4 "hot spots" identified - Millennium green, Footpath No. 1, Egg Lane, Church Lane up to the school. Redesign flyer. Add "Hixon" to poster and add HPC logo above SBC's. Clerk to circulate the flyer for design comments. Campaign start is 1st January 2018. <i>Nov-17</i> : Changes to flyer discussed. Agreed £200 + VAT for contractor to cut/clear Footpath No. 1 and remove all the debris.	Sub-Group
041/15	Gospel Hall on New Road: Update from Trustees: No work on building until finances in place. SCC have cleared the drainage ditch, ditch needs clearing further along. Clerk to ask highways about this again.	Clerk
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): <i>July-17</i> : Consultation document received from Highways on the raised crossing - Warmly welcomed, suggest move the 7.5 tonne limit to coincide with the relocated 30mph sign at Pasturefields Lane. <i>Sept-17</i> : Find out what is happening re the raised crossing. <i>Oct-17</i> : Crossing out for final consultation, Suggest moving 7.5 ton weight limit to same point as 30mph signs again. <i>Nov-17</i> : Work due to start on raised crossing December 4th 2017.	Clerk
As above	Speedwatch Campaign: Sessions planned, would like to do 1 per week. Need a minimum of 3 people. Chair would like to train. <i>Oct/Nov-17</i> : No sessions held due to weather and light conditions.	Clerk
021/09, 023/09, 074/09, 091/09	Playing Fields Report: <i>Sept-17</i> : Two new signs have gone up on playing field gate. Police have been monitoring the drug dealing that has been going on there and gate is now locked at dusk. Improvements have been seen. MUGA Sponsor Board needs replacing as writing has faded badly. The tennis nets weren't put up during the summer as no-one asked for them to go up. <i>Oct-17</i> : Waiting for price for Sponsor Board replacement. <i>Nov-17</i> : Hedge has been cut, cuttings left on pavement and road, these need to be cleared up by contractor. Clerk to contact .	Clerk
097/07	Allotments: <i>Sept-17</i> : Consider having the edgings put in by contractor. Check the amount of edging required again. Councillors with plots to look at fence down the RHS looking from gate as it is leaning badly. Chair has contacted Chair of Weston PC re plots, no response received. <i>Oct-17</i> : Weed spraying didn't occur due to bad weather, haven't been doing the edges as not clear where plots ended. Get edgings in place before next spray - Chair is getting a price for both the edgings and for the installation of the edgings. <i>Nov-17</i> : Price for edgings (£281.47 incl. delivery and VAT) and installation at £4.30 per metre agreed. Do right-hand-side and a few on left to show the edges. Cllrs. Mrs S McKeown, Baxter and Hopcroft to review the proposed new tenancy agreement provided by WFAA Cttee.	Clerk
051/10	JBMI Liaison Committee: Next meeting Dec. 4th.	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>June/July-17</i> : NP group met as planned, minutes to be produced, some new ideas coming forwards. <i>Sept-17</i> : Minutes circulated, need to allocate actions to individuals. <i>Oct-17</i> : SBC have put out a call for sites.	Clerk
069/12	Bank House car park payments: <i>Sept-17</i> : Bank House is under new management (Lewis Partnership), appears to be successful. Will be closed in January 2018 for refurbishment. Chair has arranged to meet with Chris Lewis to discuss the car park situation. <i>Oct-17</i> : Chris Lewis understands the importance of the car park to the customers of the Bank House and is happy to pay £10 + VAT per week to keep the car park open, the money will help with the costs of running it. Chair proposed that the draft agreement that had been prepared and agreed by Chris Lewis was formalised - Cllr. Mrs C Murdoch was against having an agreement of this sort, Cllr. Mrs M Aberley was initially against it but then said that as it was in the best interests of the Hixon Parish residents she would agree with it, other councillors were in agreement. Clerk to type up agreement on PC headed paper in duplicate. <i>Nov-17</i> : Agreement now in place, from October 2017. £130 + VAT per quarter initially. Discharge from agenda.	Clerk

Hixon Parish Council

069/12 B	Soak-away for car park: It was agreed that there is little interest in taking this forward, discharge from agenda.	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>Nov 16:</i> 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 onwards:</i> Walk leaflets will be produced when time allows. <i>Nov-17:</i> Ask Sue Grimes if walking group can help - Clerk. Walks available on website for printing off and amending by hand by anyone that wants to do it.	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>July-17:</i> Hazeldene don't make it obvious that the nurses can deal with some problems and will pass on to doctor straightaway if needed. Can arrange a telephone appointment with doctor, doctor will ring back. Nurse visits to Hixon will be stopping. Can also ring 111 and get to a triage nurse and can also get a doctor appointment or advice. Cllr. Mrs C Murdoch has been contacted re joining the Patient Reference Group. <i>Sept-17:</i> Nurse is no longer coming to Hixon. Next PPG meeting is Sept.28th. <i>Oct-17:</i> No further forward with Healthwatch. Hazeldene are recruiting a new GP, have 3 to interview. <i>Nov-17:</i> Cllr. Mrs C Murdoch to chase up Patient Reference Group, next PPG is January 2018.	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. Terms of reference to be drawn up. First meeting was March 9th, concentrated on storage and filing - various actions arose. <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. 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. <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> 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. <i>July-17:</i> Agreed to order the Projector, screen etc.. Cllr. Hopcroft to chase up Mark Farrington re WIFI. <i>Sept-17:</i> Need to purchase a PC laptop to go with projector etc. Matt Collins will do a teach-in. Cloud filing - fills up very quickly, could use Onedrive on Microsoft. Will have to pay for storage. <i>Oct-17:</i> IT group met 11th Oct, look at various online storage facilities. Cllr Baxter looking at last filing date at County Archives. Matt Collins teach-in was 17th Oct in afternoon. Need to find a company to sort out website maintenance etc. Matt Collins to provide spec. for laptop, purchase agreed (ca. £500) check prices at PC World as well - Chair. <i>Nov-17:</i> Waiting for laptop spec.	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. Dec 16: Letters gone out to residents and businesses, all residents responding in favour if 40mph speed limit reduction, no replies from businesses yet. Jan-17: 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). Feb 17/Mar 17: 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. <i>July-Sept-Oct 17:</i> Feasibility being assessed by Highways. Nov-17: John Francis is on the case, ask Colwich PC if it supports 40mph from Weston to Gt. Haywood, following tragic fatal accident by Tolldish Lane.	Clerk
041/16	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. 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. 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. 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. <i>Apr-17:</i> 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. <i>June-17:</i> Work supposedly done but not very well at all. Go back and complain again, bread trays left outside are being dumped elsewhere (by kids). <i>July/Sept/Oct-17:</i> Keep chasing McColls for more to be done. <i>Nov-17:</i> Send photos of problems to McColls Head Office if no improvement. Cllr. Mrs C Murdoch to check McColls Corporate Responsibility Statement. Let Environmental Health know of any problems with rubbish.	Chair/Clerk

Hixon Parish Council

042/16	Rubbing down/oiling of notice boards: <i>Dec 16</i> : McKeowns will do the notice boards. <i>Mar-17</i> : The lady 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. <i>June-17</i> : Work has started on the remaining notice board, been rubbed down, sugar-coated and left to soak, Will receive 2 coats of Danish oil. <i>July/Sept-17</i> : Oiling has been started. Needs to dry out for a week before second coat is applied. <i>Nov-17</i> : Work has been completed - who by? Cllr. Kelly to ask if it was the lady from the pet shop.	Cllr.. Kelly
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>Mar-17</i> : 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. <i>Apr-17</i> : Monty Brown prepared to attend PC meeting to discuss the track. Invite him to meet with Brendan and Paul prior to next meeting. <i>May-17</i> : Plans with Richard Rayson for costing. <i>June-17</i> : 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. <i>July-17</i> : Send letter to The Croft residents updating them on the proposals for increasing parking spaces and also Monty Brown's proposal. (Post meeting - Need to discuss and respond to S&RH's request to know who would cover maintenance and what happened if cars were parked on it when the grass cutting was being done.) <i>Sept-17</i> : Mow around parked cars - if car left unmoved for any length of time, PC will ask owner to move it. Will consider maintenance in due course. <i>Oct-17</i> : Richard Rayson says the bank will increase the cost, estimates £30-40K. As Richard to let us know when he is next visiting Hixon, to meet up with councillors to look again at the site. <i>Nov-17</i> : The PC cannot take this any further, S&RH and Highways not showing any interest. Wait till Dec. meeting before any further action. Write to residents to let them know what has happened.	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. <i>Jan-17</i> : Bottom of village inspected, top part to be walked ASAP. <i>Feb 17</i> : additional tree sites on Vicarage Way, Meadow Glade, Church Road. Clerk to ask how trees are delivered. <i>Mar-1 and Apr-17</i> : Now looking at Autumn planting, need to finalise the number of trees required. <i>May-17</i> : Need to get the remaining sites from Cllr. Hopcroft. Decide how many trees wanted and rally troops for planting. <i>June-17</i> : Sites that Cllr. Hopcroft put forward require 9 trees. Aim to plant Sept/Oct. <i>July-17</i> : Ask for 60 trees. <i>Sept-17</i> : Send link on types of trees to Cllr. Baxter, he will choose, no external help required to plant them. <i>Oct-17</i> : Arrange for trees to be delivered to McKeowns. Ask school if they would like children to help with planting. <i>Nov-17</i> : No more trees available until Spring 2018, school happy top help plant, Cllr. Baxter to follow up the legacy trees.	Cllr. Baxter
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>Feb17</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/July/Sept 17</i> : Cllr. A Murdoch to get a straight edge stencil. Chair will buy the paint. <i>Oct-17</i> : Chair has purchased the yellow paint Area needs brushing off and jet washing. Cllr. Mrs C Murdoch to ask bin cleaner if he could clean the site, Cllr.. Hopcroft has a jet washer, will ask Mark Farrington if suitable water supply is available. Cllr. A Murdoch to arrange stencil. <i>Nov-17</i> : Hatched area now marked, discharge from agenda.	Clerk
068/16	Village competition 2017: Presentation November 26th at 7pm Green Man, all councillors welcome.	All
021/17	Community Footpaths bid: Prices for equipment - Cllr. Hopcroft has provided prices, total of £414. Agreed to put in a bid for funding. <i>July -17</i> : Bid has been put in, £300 requested, remainder from PC (total was £414). <i>Sept-17</i> : Bid successful (£300), need to tell Rights of Way which paths the PC will maintain and provide receipts for the purchase of the equipment. Decided Footpath No 1, Hammonds Croft path, Ridgeway path. <i>Oct-17</i> : Cllr Hopcroft to buy the equipment, get a bush cutter with a small motor. <i>Nov-17</i> : PC will add to fund to buy equipment, est. £425 total.	Cllr. Hopcroft
036/17	Caravans etc. gathering, land off New Road: Get evidence of what happened - ask Mark Walker to look at FB posts, ask PCSO, talk to shops Send PCSO a list of the problems. Contact the landowner and go and see him/her. Say PC does not want the event to happen in future but if is going ahead, we want to know the dates well in advance, to make any preparations necessary. <i>Sept-17</i> : Write to her first and ask to meet. <i>Oct-Nov/17</i> : Written, no reply yet	Chair
044/17	Application for Section 53 Definitive Map addition on Airfield, 1981 Wildlife and Countryside Act: - Consider joint application with Stowe by Chartley PC: to Secretary of State to direct SCC to determine the application. John Blount outlined the current situation and what could be done to try and get our application considered by SCC. All councillors present were in favour of proceeding with this in conjunction with Stowe by Chartley Parish Council. <i>Nov-17</i> : Waiting to hear from Stowe PC as to progress made.	Clerk

Hixon Parish Council

047/17	Planting poppies on PC land to commemorate one hundred years since end of WW1: Agreed to plant some on bank around car park, ground would need digging out then plant them in a defined area. Cllr. Mrs S McKeown to draw a plan of the proposed areas. <i>Nov-17</i> : 4 sites now proposed, added verge outside storage compound on Church Lane. Cut out 1.8 x .12m of grass to make bed, sew poppies and wildflowers. Church Rd. OS - have bed with a tree in the middle. Gets beds done by Abbey landscapes or TGM. Cllr. Mrs S McKeown to price the seeds and to produce specification, Clerk to then get price for work.	Cllr. Mrs S McKeown
049/17	Ruthie Jane PT group session: A lady contacted the Chair to see if she could use the playing field to hold exercise sessions, that would be charged for. She must have public liability insurance. Should the PC charge her for using the playing field? Clerk to circulate all the documents she provided. <i>Nov-17</i> : Should PC ask for a donation? Annually? Ask solicitor for advice and to look at wording of her agreements.	Clerk
052/17	Christmas Tree and lights: Turn on will be 2nd December (Saturday). <i>Nov-17</i> : Road closure organised, risk assessment done. Need another string of lights at £39 + VAT - agreed. Also agreed a contingency spend of £100 including the lights.	Clerk
053/17	Minor Highways work - consider having it done this year, cost will have to be borne by the PC: Clerk to circulate the minor highways specification to councillors for comments. <i>Nov-17</i> : Review documents for next meeting.	Councillors
054/17	Babbage Building: Met at Babbage Building 4.40pm Wednesday 21st June. July-17: Get a larger scale plan so can go back and find out which walls are solid - Chair. Sept-17: Chair to speak to David Wilson Partnership again and also speak to Horn End Nursery re use of building. <i>Oct-17</i> : Need to survey the village for potential uses and interest, include Scouts, Horn End Nursery, Physiotherapist, Podiatrist etc. Have an insert in the next Newsletter with a tear-off slip to return. Support, types of business, ideas of what is wanted. Can you help now? Business needs. <i>Nov-17</i> : Item in Newsletter, include map of building.	Chair
055/17	Naming of the 2 new houses on corner of Stowe Lane: This is still under consideration. The question of someone subsequently changing the name of the houses was raised - suggested that a plaque is put on the wall to explain why the houses were so named. <i>Nov-17</i> : No change.	Chair
056/17	Consider quote for recycled green plastic picnic table of playing field (£353.49 + VAT plus fixing). Also consider repair of existing table: Decided that Cllr. Hopcroft (assisted by Cllr. Kelly) would try a repair on the picnic table (turn planks over or replace them) and see how it looked - and then the PC could decide whether or not to buy a plastic table. <i>Nov-17</i> : Will be done by Spring 2018.	Cllr Hopcroft
058/17	Christmas posters: It was decided to award one £5 WH Smiths gift voucher to each year group. Dec 8th @ 9.15am for the presentation. Posters ready Nov 24th, Clerk to distribute for judging.	Clerk
059/17	SBC - Local Plan Review: Parish Council Survey Assessment of Services and Facilities: to be reviewed at December's meeting.	Clerk
060/17	Items for budget 2018/2019: Bring ideas to December's meeting.	Councillors
061/17	Grass cutting issues: Arrange for Cllrs. Hopcroft, Kelly and Clerk to meet with contractor.	Clerk
062/17	Residents problems on Swansmoor Drive: Nothing the PC can do, leave with police and Midland Heart.	-
063/17	Adoption of telephone kiosks: Agreed to adopt both (£1 each) but Clerk to look at the contract to see if overly onerous.	Clerk
064/17	Standguide - Work Routes - Stafford: Invite to March meeting.	Clerk
065/17	"Welcome to Hixon" sign is leaning to the right: consider what action to take: decided to ask the contractor that installed the sign to have a look and advise on the best way forward to	Clerk
013/16	Chairman's announcements:	
	Presentation at 9.15am at school on December 8th.	
014/16	Councillor Questions:	
	Cllr. Mrs S McKeown mentioned the talk on GDPR that she and the Clerk had attended that day. The PC needs to start thinking about the personal data it has (Names, addresses, email addresses, phone numbers etc.) and what it does with them. Permission will be needed for any information put on website or passed on. Any place of storage of such items that used the internet will need to be based in EU (at the moment) and then Britain (after Brexit). Put as agenda item for next month. GDPR comes in force May 20-18, EU wide.	Clerk
	Cllr. Baxter asked for the PC to undertake a litter pick in the New Year.	-
	Cllr. Baxter asked if bin locations and bin emptying can be put on the next agenda.	Clerk
	Cllr. Baxter asked if the PC wanted to put in a team for the quiz at the Green Man on Dec 11th.	-
	Cllr. Hopcroft mentioned that the man-hole at the bottom on The Croft is blocked - Clerk to inform Highways.	Clerk

Hixon Parish Council

	Cllr. Mrs M Aberley asked if the minutes could in future just show just the most recent month's actions/discussions. The Clerk currently removes text that doesn't add anything to the information shown for each item but leaves sufficient substance for the item to be understood from reading one month's minutes. Add to next agenda for discussion.	Clerk
015/16	Date of next meeting: December 19th 2017	Clerk to book Memorial Hall
065/16	County and Borough Councillors Reports	None
016/16	Public Participation:	
	If the playing field equipment was being used for (paid for) training sessions, what would happen if residents wanted to use the equipment at the same time? Ask solicitor? (see 049/17)	-
	There was reported to be a partially blocked sewage pipe on Puddle Hill - Cllr. Mrs. M Aberley offered to have a look and report back.	Cllr. Mrs. M Aberley
	Are the Gateway Features on New Road going ahead? Yes, hope to start on those next year.	-
017/16	AOB:	
	A resident had asked if anything can be done to slow down traffic on Church Road - a vehicle had very recently driven across the Meadow Glade OS (Corner of Meadow Glade and Back Lane) and then driven in to a lamppost on Church Road, sending it in to the road. Vehicle drove off, police were called and EON came out to move and make safe the lamppost. A different lamppost on Church Road/Stowe Lane was knocked over by a vehicle a few months ago as well - Church Road is known as being bad for people speeding and is monitored by the Speedwatch team.	Clerk
018/16	Planning Applications:	
	17/27320/FUL Construction of a bespoke industrial building and external flue in accordance with extant planning permission (16/24767/FUL) Kingsilver Refinery Hixon Industrial Estate Church Lane Hixon ST18 0PY	No objection
	17/27414/FUL New automatic entrance gates Land At New Road Hixon Stafford Staffordshire ST18 0PE	Object
	17/27382/FUL Variation of condition 2 on planning permission 14/20548/FUL changing the consented house types. Land Adjacent To 24 The Croft Off (Site 2) Church Lane Hixon Stafford	Object
	17/27479/COU Change of use of concrete runway for storage and distribution of cars (temporary use for 5 years) Former Runway Land Hixon	Object
019/16	Planning Reports	
	17/27259/HOU Proposed single storey rear extension. Evergreen Back Lane Hixon Stafford ST18 0ND	Permit
020 /16	Bank Reconciliation:	Done
021/16	Schedule of agreed payments	
	C Gill salary (November - Net tax/NI). Local Gov act 1972 s111.	£708.00
	Reimbursement C Gill (costs: working from home) - November. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill mileage (63 miles @ £0.45p/mile). Local Gov act 1972 s111	£28.35
	Reimbursement C Gill stamps (4 x large 2nd £3.04 (tenders) plus £6.72 for book of 12x2nd class stamps), total £9.76	£9.76
	Reimbursement C Gill for gift cards for Best Gardens Competition, from Wyevale garden centre (£20, £15, £10, £10 and extra £10)	£65.00
	Harveys for plaque and trophy for Best Gardens Competition (from Harveys Trophies).	£49.00
	Acer Garden Landscapes October mowing	£785.09
	Acer Garden Landscapes hedge cutting	£180.00
	Charles Raby Timber - remove 1 tree (£75) and grind 2 stumps (1 x £80, 1x £30)	£185.00
	Grant Thornton - external audit 2016-2017	£240.00
	Fenns Stationery for ink and ringbinder	£83.13
	Water Plus - car park drainage 1st April 2017 to 1st October 2017	£215.97
	Hixon Memorial Hall Room hire July - Sept (2 sessions)	£32.40
	CDEC - remainder of invoice from Sept. For projector system - cables, cases and workshop	£238.68
	HMRC for income tax (£35.80) and NI payments (employer £11.58x2 (Oct/Nov) and employee £10.07x2 (Oct/Nov) = £43.30)	£79.10
022/16	Documents Received: Stowe by Chartley Parish Council Newsletter	

Meeting finished at 10.10 pm.