

Hixon Parish Council

Minutes of Parish Council Meeting Tuesday May 15th 2018

In attendance for all or part of the meeting:

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

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

Ref	Item	Action
001/18	Apologies received from: None received.	-
002/18	Declarations of interest: None	-
003/18	The minutes of the meeting on April 17th 2018 were accepted as accurate, with the last sentence of "Playing Fields" removed as correct but not discussed at meeting..	Clerk
018/18	To elect a Chair for 2018/2019: Cllr. Kelly proposed (Cllr. A Murdoch/Cllr. Mrs M Aberley), no other proposals. 5 councillors showed as in favour, Cllr Kelly elected as Chair.	
019/18	To receive the Chair's declaration of office: Received post-meeting.	
020/18	To elect a Vice Chair for 2018/2019: Cllr. Hopcroft proposed (Cllr. Mrs. M Aberley/Cllr. Baxter), no other proposals. 6 councillors showed as in favour, Cllr Hopcroft elected as Vice Chair.	
021/18	To receive the Vice Chairs declaration of office: Received post-meeting	
022/18	To elect Finance Officer for 2018/2019: No Councillors offered to take on this role.	
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>March-18</i> : Willow tree on HC OS needs a trim - PC to remove lower limbs using the new gardening equipment. <i>April -18</i> : Lauder Grove and HC willow tree also need tidying up using the gardening equipment. Litter pick W/E of 21st/22nd April. <i>May-18</i> : Spring Clean very successful, lots of rubbish removed including some hidden in long grass. Next Spring Clean will be in Autumn, advertise it. Many dropped sweet wrappers have been found , ask school to remind children not to drop litter? Chair to contact Headteacher.	Cllrs./Chair
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): Raised (hump) crossing now in place outside the school. <i>Jan-18</i> : Cllr A Murdoch and Chair to talk to Bristol re helping with Gateway Features on Church Lane. <i>Feb-18</i> : Need to think about insurance liability and check with Highways, as it is their land. <i>March-18</i> : May not need to use Highways land, possible designs discussed - silhouette of parent and child and cat with cat's eyes. Need 6-8 trees in front of boatyard etc., landowner has given permission. Lime trees at £35.99 each. Gateway white "gates" by 30mph signs. Welcome sign to be set in brick or stone on "grassy knoll" with low bushes at the side and 2 trees behind. Similar design for welcome sign on New Road. Talk to Highways re Gateway Features. Agreed to order 8 lime trees from Ash Ridge at £35.99 each. <i>April-18</i> : Landowner of area where the lime trees were going has withdrawn consent for their planting - write and ask if he will reconsider (Chair). BriStor waiting for details of the silhouettes. Thought that the legacy trees were too small to plant outside JBMI entrance, need something bigger. <i>May-18</i> : Recap of presentation given at Parish Meeting.	Chair
As above	Speedwatch Campaign: Would like to do 1 session per week. Need a minimum of 3 people. Chair would like to train. Oct/Nov/Dec-17: No sessions held due to weather and light conditions. <i>Jan-18</i> : No sessions held - The speed of traffic on Martins Way has been noted as being excessive and potentially dangerous. Look at the mini-roundabout at cross-roads for next traffic calming project. <i>Feb-18</i> : The temporary Speedwatch signs have got permission to be permanent, would be fastened to lampposts. Signs £20 each, installation by Highways at £120 each. Can apply for grant for the signs. <i>March-18</i> : Grant applied for. Area for Speedwatch extended down to new 30mph limit by Pasturefields Lane. One additional area can now be covered. 2 sessions held, Church Lane coming in to the village was the worst for speeding vehicles - 14% speeding, 2 cars in excess of 45mph. Will request PCSO/Special Constable presence more often as they can stop the offenders at the time. Want to carry out more sessions and need more volunteers, have some possibles lined up. Further training planned. <i>April-18</i> : Aiming for at least 2 sessions per month, have some new volunteers. Accident at Stowe Lane/Back Lane/Meadow Glade junction again, 3rd in about a year, 2 lampposts taken out previously. Hole made in fence this time. <i>May-18</i> : Recap of presentation given at Parish Meeting.	All
021/09, 023/09, 074/09, 091/09	Playing Fields Report: <i>Dec-17</i> : MUGA Sponsor Board needs replacing as writing has faded badly. Chair to sort. <i>Jan-18</i> : Get price for plastic board and aluminium (as per current) on A1or A0 size. <i>Jan-18</i> : New aluminium sign ordered. <i>March-18</i> : New sign arrived. Can the concrete bin have a lid put on it? The old wooden bench is in a bad state - consider removing when work on picnic table is undertaken. <i>April-18</i> : New sign has gone up - fastened on top of old sign which is looking a bit scruffy around the edge. <i>May-18</i> : Picnic table has been repaired and is looking good. Everything seems OK, no more trees have been pulled up, old goal posts have now been removed altogether.	Cllr. Hopcroft
051/10	JBMI Liaison Committee: Next meeting is June 4th 2018.	-

Hixon Parish Council

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. It was 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>Dec-17</i> : Circulate minutes again with a view to getting actions undertaken. The planning application for the 30 houses off Church Lane do not comply with the NP - Architect has shown willing to try to improve the houses as much as possible but there are some constraints under the original application. Chair asked to provide a "wish list" Chair to put together a bullet points of what is preferred and circulate. <i>Jan-18</i> : Cllr. Kelly will speak in opposition at the 30 houses Planning Cttee. meeting. <i>Feb-18</i> : Cllr. Kelly spoke in opposition at 2 Panning Cttee. Meeting and the application was refused both times. Lioncourt have been asked to discuss the design and layout of the houses and to incorporate bungalows - all as per the Hixon Neighbourhood Plan. The objective is to produce the effect that the development has "Evolved over Time". Arrange another Neighbourhood Plan Group meeting for Tuesday 3rd April, Bank House 7pm. <i>March-18</i> : The Lioncourt proposals were reviewed - the proposal is to build additional houses (an extra 20) including bungalows and to improve the design and specification of all 50. A woodland walk would be put in around the perimeter. However, the additional land for the extra houses is outside the Neighbourhood Plan Boundary and this proposal was turned down unanimously by councillors for this reason. (Refusal proposed by Cllr. Baxter, seconded by Cllr. Kelly and Cllr. Mrs M Aberley: 5 in favour of refusal, 0 against refusal). Decision to be put to the NP group on April 3rd. <i>April-18</i> : Decision ratified at NP meeting, need to write to Lioncourt with decision. <i>May-18</i> : Lioncourt have been informed of the decision - the NP boundary cannot be punctured.	-
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. A resident has offered to update the walks and leaflets. <i>April-18</i> : 2 walks have now been revised.(Swansmoor and Salute).	-
054/14, 034/16	Hixon drop-in surgery and Hazeldene House Surgery incl. Patient Participation Panel: <i>Jan-18</i> : Cllr. Mrs C Murdoch has tried to chase up Patient Reference Group, next PPG is January 18th. <i>Feb-18</i> : Cllr. Mrs C Murdoch has spoken to the STP Communications Leader - the STP are hoping that Primary Care will take on more Acute care, to relieve the hospitals - this seems unlikely based on what is happening in Primary Care at the moment. The idea is still to have 23/24 hubs in Staffordshire. There are 2 local Feedback Ambassadors - can they come and talk to the PC? Can they put on a local event so that Parish Councils in the area know what is happening? The Comms. Leader will look into what is happening in our area - it was pointed out that patients need to be able to get to the care facilities and back home again. STP is Health and Community are coming together. <i>April 18</i> : New male doctor in place - seems keen to have a drop-in type surgery system. Cllr. Hopcroft will talk to him at next meeting. A FB page for comments to promote communications between different surgeries was proposed by an invited speaker. The Better Together (STP) group are now getting their act together re prevention and are promoting better use of pharmacists etc. Redesigning primary care via consultation. Hazeledene may use the Clinical Nurse to filter calls to doctors' surgery to see if they need to see a doctor or could see a nurse instead. <i>May-18</i> : No news.	Cllrs. Mrs C Murdoch/ Hopcroft
055/15	IT and Using Cloud Storage on G-mail for PC documents: IT sub-committee to be set up of Cllrs. Mrs S McKeown, Baxter, A Murdoch and Clerk. Terms of reference to be drawn up. <i>Feb-18</i> : Memorial Hall now has WIFI. <i>March-18</i> : Laptop has arrived, mouse on order. IT group to decide on which software to purchase. <i>Apr-18</i> : Mouse has arrived. Go for Microsoft Office 365 Business at £7.90 per month on a month by month basis. See if a Direct Debit can be set up at the bank. BriStor use a Joomla on a template basis for their website. <i>May-18</i> : Decision on Microsoft package had changed to the Home version, has been purchased for 12 months and installed on laptop. Need to make progress with the website, Cllr. A Murdoch has a contact who will assist.	IT sub-group
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. Oct 17: Feasibility being assessed by Highways. <i>Jan-18</i> : Find out if Colwich are doing anything, contact Weston again. Can we raise the profile, take some actions to show strength of feeling? <i>Feb-18</i> : County Cllr. John Francis has said a survey will be undertaken between Colwich and Tolldish Lane. <i>March-18</i> : Feedback from Cllr J Francis indicated that funding of speed limit change would have to come from development - query this, as purely administrative costs. <i>Apr-18</i> : No further feedback, Chair has organised a meeting with Colwich and Weston PC Chairs. <i>May-18</i> : Cllr. B McKeown has met with Colwich PC and it shares the same concerns, Weston PC also on board. Want to get a safety audit conducted by Highways, take forward with John Francis and Highways Liaison Manager.	Cllr B McKeown
041/16	Parking on Smithy Lane and McColls (rubbish, hole, overgrown grass/hedge, parking on grass verges on Hill Croft): . <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. <i>Dec-17</i> : McColls say garden area will be sorted out. <i>Jan-18</i> : Ask for a general Spring Clean of garden and surrounding area. <i>Feb-18</i> : McColls have said that the garden will be tidied and that a tidy up of the outside and pipes has been undertaken. <i>March-18</i> : Ask Parking Enforcement to visit regularly. <i>April-18</i> : Looking messy outside McColls. <i>May-18</i> : McColls have been contacted again and say that the area has recently been tidied up. The fencing is currently down and the area is open to vandalism - Chair will speak to the shop manager about this and the other issues.	Chair
053/16	Consider sites for planting of trees by CPRE: <i>Nov-17</i> :No more trees available until Spring 2018, school happy to help plant, Cllr. Baxter to follow up the legacy trees. <i>Dec-17</i> :4 legacy trees received, plant at entrance to village. Cllr. Baxter to look into framing the Tree Charter poster that came with them. <i>Mar-18</i> : Trees delivered, councillors to plant (keep some back for school children to plant. Chair will mark out planting positions on playing field. Warn Acer about new trees, will have to strim around them. Legacy trees: propose 2 at JBMI entrance on New Road, 1 on Church Road OS, offer 1 to school for new KS1 activity trail (?). <i>April-18</i> : Leave legacy trees for now (still small). Cllrs. S McKeown and Baxter will talk to school about planting the remaining trees. <i>May-18</i> : Cllr. Baxter to liaise with school re planting trees in Autumn, framed poster also to go to school.	Cllr. Baxter

Hixon Parish Council

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/Dec-17/Jan/Feb/March/April-18</i> : Waiting to hear from Stowe PC as to progress made. Cllr. Francis has been asked to help get information from SCC. <i>May-18</i> : Moving forward very slowly.	-
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 1.2m 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. <i>Dec-17</i> : Price of £28 per bed, 6 beds, including seeds - agreed. <i>Jan-18</i> : New quote for actual dug-out beds with top soil added back in, £70 per bed including seeds, 6 beds required. Felt to be expensive, ask for re-quote. <i>Feb-18</i> : Quote now at £60 per bed - agreed. Seven beds now required, extra one near Christmas tree at entrance to Sycamore Drive. <i>March-18</i> : Extra bed agreed, now 8 in total. One for each soldier from Hixon who died as a result of being away in action in WWI. Small "Tommy" silhouette and plaque for each bed. Cost ca. £50-60 per bed. Agreed unanimously by councillors. What would the figure be placed on, would need to be resilient? Slanted stone idea for plaque. Plant one of the legacy trees on Millennium Green on 11/11/2018. <i>April-18</i> : Poppy beds completed, example of suggested plaque shown to councillors by Cllr. M Aberley. <i>May-18</i> : Flowers now coming through, plaques to be organised by Cllr. Mrs S McKeown	Cllr. Mrs S McKeown
054/17	Babbage Building: Met at Babbage 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. <i>Dec-17</i> : SCC would prefer to sell the building at market value. Need to get the survey out. 2 approaches for use so far (Brocton U-10s and Fire Service for storage). Contact John Francis for support? <i>Jan-18</i> : Another person interested - courses for people with mental health/learning difficulties, helping in a cafe situation etc. SCC also looking for permission to sell it. Chair waiting to hear back from Fire & Rescue and Brocton U-10s. <i>Feb-18</i> : Need to get a questionnaire written and sent out to residents - Chair. <i>March-18</i> : Questionnaire in progress, will be circulated for comments. <i>Apr-18</i> : Questionnaire ready to print - leave until after the Green Man leaflet. <i>May-18</i> : Covered in Parish Meeting. Councillor Baxter fed back on telephone call with the Headteacher at St Peters after Staffs CC unannounced decision to keep gates of Babbage building top car park locked, which caused confusion in ensuing days and as seen at a recent speedwatch session. Head has written to parents encouraging car sharing, walking children to school and that parents could use the church car park. Head said she would be monitoring situation in Autumn term. Gates are locked due to SCC trying to sell the building and land.	Cllr. B McKeown
063/17	Adoption of telephone kiosks: Agreed to adopt both (£1 each) but Clerk to look at the contract to see if overly onerous. <i>Dec-17</i> : Door of telephone box is hanging off, ask BT to fix it. <i>Jan-18</i> : BT will not fix the door unless it is a H&S risk. <i>March-18</i> : Contract states that BT will remove the phones, thereafter any costs arising will be the responsibility of the Parish Council. It is just the box(es) that will be owned, not the land underneath. If a defibrillator is installed, it has to be a certain type specified by BT. It was agreed to go ahead and adopt the 2 boxes (Hixon and Lea Heath).	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 right it. <i>Dec-17</i> : Quote received, seems high - Ask for another quote from Abbey Landscapes. <i>Jan-18</i> : Quote received and thought acceptable, agreed to proceed ASAP. <i>Feb-18</i> : The sign had fallen down in the very strong winds, the slate had cracked and the bottom of the wooden posts appear to be rotten. Can this be claimed on insurance? - yes should be able to if considered necessary. Stonemason in Stafford says the slate is repairable though the crack may show. Is a post structure still appropriate for such a heavy object as the slate slab? Use steel legs rather than wooden ones? Would it be better mounting it in e.g. a wall? Could BriStor be asked to make a metal replica for post mounting? <i>March-18</i> : Decided to get the slate repaired and mounted in brick or stone. <i>April-18</i> : The company that printed the new MUGA sign can probably make an aluminium sign with the same design as the original, awaiting confirmation. <i>May-18</i> : The broken wooden frame has disappeared - move to Gateways item.	Cllr. B McKeown
066/17	Consider implications of General Data Protection Regulations (GDPR) in force May 2018: <i>Jan-18</i> : Waiting for more information from NALC, Cllr. Mrs C Murdoch to look at the information she has received. <i>Feb-18</i> : Information received from SPCA on the Data Protection Officer role that can be performed by SCC. Agreed to put £450 in the budget for this (the maximum charge for 2018-2019 by SCC). <i>March-18</i> : Many PCs have shown interest in this DPO service but SPCA cannot tell which level they will opt for, will probably decide on size of PC. SLCC also providing advice on what to do and whether a DPO is necessary for a Parish Council. Leave budget figure at £450 for GDPR, to include any Gap Analysis costs, on the assumption Hixon PC doesn't need a tier 3 service. <i>April-18</i> : Agreed to look at the SLCC toolkit, to make a start prior to implementation of the new regulations. <i>May-18</i> : It seems likely that the DPO role will not be required by Parish Councils.	All
074/17	Dog poo campaign: Ongoing, the sign by the Millennium Green keeps swinging upside-down, let SBC organiser know. Clerk can provide paper copies of the posters, if residents want to put them up on their own properties. <i>March-18</i> : Poo count showed a big improvement. <i>April-18</i> : Extra bins can be emptied at £4 each per week. Hixon is missing 2 bins compared to the number supposedly in place, see if these will be installed by SBC. Need a bin at top of The Croft sheep-field footpath. <i>May-18</i> : Cllr. Mrs S McKeown SBC will do an annual count by invitation, once the 6-month campaign has ended. There is now a new ruling that a maximum of 4 dogs can be walked on lead by 1 person. Temporary mobile cameras can be installed to catch consistent poo offenders and also fly tippers. SBC advise that Mill. Green could go out to consultation on whether the Green should be No Dogs or Dogs on Leads (there was some comment that this was not a good idea). Signs can be kept at end of campaign and moved to different locations. The PC could consider providing a safe "dog off-lead" exercise area. Cllr. Baxter The Green Dog Walkers scheme is in place in some parts of the country - offers bags to people who don't automatically clear up poo, people wear a green badge. Can also use a tracking system to pin-point positions of poo deposits that have been left, for someone to go and clear up.	Cllr. Mrs S McKeown

Hixon Parish Council

076/17	Request from Stowe by Chartley Parish Council to consider recombining the Parish Councils: some discussion took place as to the possibilities of why Stowe by C PC were wanting to combine/re-combine with another PC. No details had been provided. It was suggested that it may be due to the administrative costs being a very high percentage of the overall costs, meaning that there was very little money available to spend on projects etc. The background of the split in PCs around about the year 2000 was given, which was also on a cost basis. Decided to respond saying that Hixon PC was prepared to open up a dialogue with Stowe by C PC without preconceptions. More information required. <i>April-18</i> : Stowe by Chartley PC say primarily to do with their administrative costs being high compared to the precept.	Councillors
077/17	National Planning Policy Framework (NPPF) consultation: Chair will look at this.	Chair
078/17	Consider request from resident for commemorative plaque (50th anniversary of train crash) to be installed in grass verge on New Road to be included in PC assets and insurance: More information is required before PC can make a decision on this. Cllr. B McKeown to sort out.	Cllr. B McKeown
015/18	Stafford and Rural Homes, Rural Exception housing: Would have to do a proper questionnaire and full survey etc. if wanted to progress this. <i>May-18</i> : S&RH appear to want to take the land offered forward, rather than doing a questionnaire and survey of sites etc. Clerk to contact again.	Clerk
017/18	Community Competition: St Peter's school posters ready soon. Garden Judging - Cllrs. Murdoch offered to do the judging, Clerk to provide a list of categories.	Clerk/Cllrs Murdoch
097/07	Allotments: <i>March-18</i> : Repairs to fencing on right hand side of allotments update: Chair has left a phone message for the contractor. Consideration of the revised tenancy agreement: Tenancy agreement as sent out to tenants in February has been reviewed by representatives of the Parish Council and the required changes, additions etc. were discussed and agreed at the meeting. Clerk to contact WFAA with the required changes. Asbestos bin on allotments - labelling etc.: the bin needs to be labelled clearly as to what it is for (some people putting rubbish in it) and should be included in the allotment rules, attached to the tenancy agreement. Contact the WFAA Chair to say that the invoices should have included the split of costs, as previously agreed with the PC - Clerk. <i>April-18</i> : Tenancy agreement currently in use has not been agreed with Hixon PC, invoices sent out in Feb 2018 are not in the agreed format. Letting a plot to a Fradswell resident was not discussed. It was suggested that the tenancy agreement should be in an agreed format before considering any further changes to the current situation. <i>May-18</i> : The original fencing contractor has not yet been able to be contacted. It was agreed to: 1) send the WFAA/plot-holder agreement currently in use to the PC solicitor for comments and advice, 2) that the invoice should show the actual rent and water charge for the plot, with the WFAA charge and any other charge shown separately - a (non-PC councillor) plot-holder recently complained to a councillor that he couldn't tell what his money was being spent on and would like the invoice itemised. Once the solicitor has responded re the tenancy agreement, a minuted meeting with the WFAA committee may be arranged. Cllrs. Baxter and Hopcroft will dispose of the contents of the asbestos bin.	Councillors/ Chair/Clerk
023/18	Rubble on PC OS on Church Road: consider information from residents - it was decided that the residents must sort their problem with the contractor out and get the rubble removed, suggest using the Consumer Advisory Board for assistance. Clerk to feedback.	Clerk
024/18	Skip on PC land/OS on Hammonds Croft: Cllr. B McKeown will visit the residents and ask them not to use PC land for skips etc. in future.	Cllr. B McKeown
025/18	Smoking ban on playing field: request from resident - the council decided that although it has sympathy with this request, smoking is not illegal and a ban would not be enforceable. Clerk to feedback.	Clerk
026/18	Consider Stowe Consolidated Charities Report: The provided report was read out by the Chair.	-
027/18	Consider altering the invoicing period for the use of the car park by Bank House: the proposal was that the PC invoices the Lewis Group annually in advance - this was agreed by the Council.	
004/18	Chairman's announcements: The new Chair said that he had a few ideas for the Parish Council going forward.	
005/18	Councillor Questions: Cllr. B McKeown reported that the potholes on the roads on Hixon Industrial Estate will be filled in, to be paid for by the 3 businesses that use the road. Can the Millennium Green Trust borrow the PC's projector as back up for the forthcoming event on the Green? Yes. Wet pavement on Church Lane - has been reported and had a follow-up email already. The drain at the top of Featherbed Lane appears to have been sorted out.	- - - -
006/18	Date of next meeting: June 19th 2018	Clerk to book Memorial Hall
007/18	County and Borough Councillors Reports Cllr. Perkins said that he would speak to Enforcement about the parking problems at the shops on Smithy Lane. He will provide a link to free training provided by Microsoft on May 24th, including training on Cloud storage. A planning application that would involve a new access road on the A51 in Great Haywood goes before the Planning Committee on May 30th.	

Hixon Parish Council

008/18	Public Participation: The Information Panel on the car park requires attention.	Councillors
	Is the PC for or against the Green Man planning application? The application is tabled for discussion/recommendation later in the meeting.	-
	There is nearly always a car parked outside the house up from the Chip Shop on Smithy Lane, causing problems. Double yellow lines should be extended further up the road so the car cannot be parked there.	-
	The allotment item from the March meeting minutes was queried - some WFAA Committee members are of the opinion that the wording of the WFAA/plot-holder agreement is not a matter for the Parish Council to be involved in.	-
009/18	AOB: In Camera Item: Re allotment EGM In Camera item: Letter received re land.	
	Hedge belonging to Gower House on Martins Way needs cutting back as it interferes with pedestrian visibility when crossing the road from Sycamore Drive. Cllr. Mrs C Murdoch said she would have a word with the residents, who are new.	Cllr. Mrs C Murdoch
	PC owned lamp post at bottom of Ridgeway OS: The low pressure sodium light in this column will be phased out at the end of 2019 - the most cost effective replacement light a 25w INDO Air LED lantern, is quoted by EON at £202.00 plus VAT. Decided to do nothing at the moment and see how long the current light lasts for.	-
010/18	Planning Applications:	None
	18/28351/FUL Demolition of Public House and construction of new A1 retail unit and three dwellings, The Green Man, Lea Road, Hixon ST18 0NR	Object
	18/28458/FUL Variation of conditions 2 and 13 on permission 15/23424/FUL - to change the position of the access to plot 2, Land At Mount Farm, Stowe Lane, Hixon ST18 0NB	Object
	18/28277/FUL Erection of a detached building to form agricultural store and office space, Beech Tree Farm, London Road, Pasturefields ST18 0RB	Object
	18/28412/OUT Outline application for 1 equine managers dwelling with access. All other matters reserved. Land Near Junction Of Drointon Lane, Drointon Road, Drointon (Stowe by Chartley parish).	Object, in support Stowe by Chartley PC.
011/18	Planning Reports	
	18/28044/FUL Erection of an agricultural building, Land South Of New Road, Hixon	Refused
012/18	Bank Reconciliation:	Done
013/18	Schedule of agreed payments: Cheques signed by Cllrs. Hopcroft and Kelly.	
	C Gill salary (May-Net tax/NI). Local Gov act 1972 s111.	£775.64
	Reimbursement C Gill (costs: working from home) - May. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill stamps (12x2nd class; 12@58p = £6.96)	£6.96
	Reimbursement C Gill mileage (28 miles @ £0.45p/mile). Local Gov act 1972 s111	£12.60
	Reimbursement C Gill for purchase of 12 months Microsoft Office 365 for PC laptop	£79.99
	Reimbursement B McKeown of mileage for collection of leaflets from drs in Newcastle under Lyme (38 miles@45p/mile)	£17.10
	Reimbursement N Baxter for portacabin keys, picture frame and ink cartridges.	£68.99
	Acer - April mowing	£1,225.97
	Zurich Insurance renewal premium, LTA in place	£875.56
	drs for Green Man planning application leaflets	£115.00
	HMRC for income tax (£4.40) and NI payments (employer £12.24 and employee £10.64) May = £27.28	£27.28
014/18	Documents Received: Resident has walked and re-written the Swansmoor Walk. Letter from SBC planning stating that two new Supplementary Planning Documents on Design, and Shopfronts & Advertisements were adopted at the Council meeting on 24th April 2018.	

Meeting finished at 10.30 pm.