

Hixon Parish Council

Minutes of Parish Council Meeting Tuesday June 19th 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. A Murdoch

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

Ref	Item	Action
001/18	Apologies received from: Cllr. Mrs C Murdoch	-
002/18	Declarations of interest: None	-
003/18	The minutes of the meetings on May 15th and Parish Meeting on May 15th 2018 were accepted as accurate.	Clerk
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>June-18</i> : Lauder Grove, Featherbed Lane trees overhanging path and willow tree on Hammonds Croft OS all need some pruning etc. Use new gardening equipment, Risk Assessment required for use of strimmer.	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 : Landowner of area where the lime trees were going has withdrawn consent for their planting. 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. <i>June-18</i> : Working Party to meet within next week to finalise details of silhouettes and pass to BriStor to take forward (life size parent and child). Chair to ring Landowner (re trees in front of boatyard etc.) when he returns from Canada.	Chair
As above	Speedwatch Campaign: Would like to do 1 session per week. Need a minimum of 3 people. 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>June-18</i> : 1st - 8th June was National Speedwatch week - 4 sessions were held. There should have been a police presence but they didn't turn up. Have 4 new members. New Road and Church Lane were the worst. Will try and do an early morning session on New Road/Church Road (see 029/18). Can any more areas be approved for checking by Speedwatch?	Cllr. Hopcroft
021/09, 023/09, 074/09, 091/09	Playing Fields Report: <i>June-18</i> : No problems, mowing pretty good. Ca. 12 of the new trees have gone - 4 or 5 are dead and the rest are missing. Look at in Autumn to see if they need to be replaced. Kids have made a path through the playing field over to the Old Vicarage.	Cllr. Hopcroft
051/10	JBMI Liaison Committee: Cllr Mrs M Aberley gave a report on the meeting held 4th June 2018 - Ditch on land off Pasturefields Lane now cleared out and water level has dropped considerable - was blocked by fallen tree. Bund is ca. 90% completed, being done in stages due to restrictions on soil movement (EA). JBM are almost ready to start recycling their own waste products. The new buildings being put up will keep materials dry and help minimise noise as noisy movements will now be done inside. The main chimney was cleansed out in March and has helped with the air flow which in turn will help prevent odour issues as the waste gases will be expelled at a faster rate and will go higher in to the atmosphere. More CCTV cameras have been installed so they can now more easily see what is going on, on site. Willing to provide a tour of site to councillors or residents - Cllrs Kelly and Baxter requested a tour.	Clerk

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050/12 and 032/12 (Plan for Stafford)	Neighbourhood Plan: <i>Background:</i> 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>June-18:</i> Arrange a further meeting in next few weeks to look at action points.	Clerk
054/14, 034/16	Hixon drop-in surgery and Hazeldene House Surgery incl. Patient Participation Panel: <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. Hazeldene 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>June-18:</i> PPG met in May - concerned where NHS is going and where they are going. They get a major income from prescriptions and don't want to lose this facility.	Cllrs. Mrs C Murdoch/Hopcroft
055/15	IT and Using Cloud Storage on G-mail for PC documents: IT sub-committee 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. <i>Apr-18:</i> Mouse has arrived. <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. <i>June-18:</i> Contact at BriStor has now left. Website needs progressing re maintenance and/or new website with maintenance. Filing on Cloud need progressing. Cllr. Mrs S McKeown to take both forward. Cllr. A Murdoch to look at way forward as well. Square Space a possibility for website. Clerk to ask Colwich PC about their website.	Cllr. Mrs S McKeown/Cllr. A Murdoch/Clerk
004/16	Consider request from resident for 40mph speed limit through Pasturefields: Residents are taking this further themselves, council to write to residents and businesses for their views/support, Chair to organise letter. Oct 17: Feasibility being assessed by Highways. Jan-18: Find out if Colwich are doing anything, contact Weston again. Can we raise the profile, take some actions to show strength of feeling? Feb-18: County Cllr. John Francis has said a survey will be undertaken between Colwich and Toldish 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. <i>June-18:</i> Chair to take forward with John Francis and the other PCs.	Chair
047/17	Planting poppies on PC land to commemorate 100 years since end of WW1: <i>May-18:</i> Flowers now coming through, plaques to be organised by Cllr. Mrs S McKeown. <i>June-18:</i> Plaques to be agreed and finalised. Various things going on in village on Nov 11th. Send invitations to known relatives of WWI survivors. Flower beds need some TLC - weed and water - by councillors/volunteers. There will be a commemorative tree on Millennium Green for the people who returned from the war. Top up the poppies and have a wreath for each flower bed for November.	Cllr. Mrs S McKeown/Councillors
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>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. Gates are locked due to SCC trying to sell the building and land. <i>June-18:</i> Is it too expensive, too many overheads? Should we still pursue? Questionnaire ready, may as well get feedback from residents, can get grant for business plan. Agreed to get questionnaire printed and distributed.	Cllr. B McKeown
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. Dec-17: Quote received, seems high - Ask for another quote from Abbey Landscapes. <i>Jan-18:</i> Quote received and thought acceptable, agreed to proceed ASAP. Feb-18: 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. <i>June-18:</i> Councillors to provide examples with photos to Cllr. B McKeown of signs set in brick or stone. Cllr. B McKeown will get price for replica in aluminium or plastic and look for best way to have old one repaired and set in brick/stone. Sign size is approx. 980mm high x 685mm wide x 25mm thick.	Cllr. B McKeown

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066/17	Consider implications of General Data Protection Regulations (GDPR) in force May 2018: Jan-18: Waiting for more information from NALC, Cllr. Mrs C Murdoch to look at the information she has received. Feb-18: 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). March-18: 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. April-18: Agreed to look at the SLCC toolkit, to make a start prior to implementation of the new regulations. May-18: It seems likely that the DPO role will not be required by Parish Councils. June-18: Need to make some statements about what people's data is used for.	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. March-18: Poo count showed a big improvement. April-18: 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. May-18: 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. June-18: The count will go on until September, dues to holidays. Cllr. Mrs S McKeown will talk to Colwich PC about their consultation on "Dogs on Lead/No Dogs" areas. Lea Road pavement is bad for dog poo at the moment.	Cllr. Mrs S McKeown
077/17	National Planning Policy Framework (NPPF) consultation: Chair will look at this: Run out of time to respond for this consultation, remove from agenda.	Clerk
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. June-18: What size? Where is it going? Check what the insurance company said - Clerk.	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. May-18: 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. June-18: S&RH not sure if the land is still available anyway and their housing enabler doesn't think they would be able to pursue another Rural Exception site so soon after St Peter's View and the 30 houses site off Church Lane is still available and is due to deliver another 9 affordable homes. Remove from agenda.	Clerk
017/18	Community Competition: St Peter's school poster prize giving on July 6th at 9:15am. Garden judging underway.	Chair/Clerk/ Cllrs Murdoch
097/07	Allotments: March-18: 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. April-18: 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. May-18: 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. June-18: Write to landowner and ask if he will put in supporting uprights on his side of the fence, to straighten it up. The asbestos bin has been emptied - taken to SBC tip for secure disposal. New bag taped in to bin and signs put up.. Chair has spoken to WFAA - only one half plot is available now. Waiting for PC solicitor to look at the tenancy agreement.	Councillors/ Chair/Clerk
063/17	Adoption of telephone kiosks: response from BT: BT will not repair the door as claim that a supporting structure has been attached to it, for the books. The books are an "unauthorised use" and they want them removed. Clerk to ask for books to be removed on temporary basis, ask again for BT to repair the door and arrange adoption of the 2 telephone kiosks.	Clerk

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028/18	Consider price for edging the pavement borders of PC owned open spaces: Price of £350 + VAT agreed.	Clerk
029/18	Request from resident for speed bump on Church Road: Traffic is said to travel too fast along Church Road, which is used as a cut-through from the A518 Uttoxeter road. A mini-island at the crossroads by the hairdressers has been approved by a Highways feasibility report, as has speed plateaus along Martins Way. Highways are meant to be investigating the 3 accidents at the bend of Stowe Lane/Bath Lane/ Meadow Glade, which is slightly further out of the village than Church Road. Parish Councillors agreed to look into taking these measures forward - the possibility of a speed plateau/cushion on Church Road itself was also mentioned.	Clerk
019/17	Protocol for Marking the Death of the Sovereign: SBC will now not provide pages for Parish Councils. Decided not to go ahead with having own pages/book - inform residents where the SBC book is, as and when appropriate.	Clerk
030/18	Annual Return 2017-2018: To consider and approve the Governance Statement and the report from the internal auditor details read out to council and statement approved and signed.	Clerk
031/18	Annual Return 2017-2018: To approve the Statement of Accounts for the Year ending 31 March 2018: Statement of Accounts read out to Council and approved and signed.	Clerk
032/18	Balancing Pond on Blenheim Manor Housing Estate: The balancing pond is about 3 meters deep (was supposed to be 1 metre) and the fence around it only goes about 3/4 of the way around and is ranch-style fencing that can easily be climbed through or over. At the bottom of the pond are large rocks/boulders. Problems have already occurred with young children getting in to the water and struggling to get out. The landscaping has not been finished off properly with large weeds, piles of mud and dead trees. The bund has not been completed and there are 24 hour noise issues for the houses near SSC. The stream near Victoria Walk has not been fenced off/separated from the houses properly. The path around the open space has not been finished properly. Health and Safety issues and landscaping issues. Taylor Wimpey and SBC Enforcement and Environmental Health have been contacted. Residents to contact TW, SBC, Borough Councillors and Stafford and Rural Homes, Clerk to follow up.	Clerk
033/18	Consider renewal of subscription for CPRE at £36: Agreed to renew.	Clerk
034/18	Review and update of Standing Orders: To be reviewed and updated. There were 5 or 6 changes to Model Standing Orders mentioned on SPCA email dated 12th April 2018.	-
035/18	Consider changing from contractor to In-House grass cutting arrangements: The Chair suggested that in-house grass cutting arrangements may be cheaper and better than using a contractor - this had been tried in the past and was not successful due to the need for the purchase of equipment, storage, insurance, H&S, sickness etc. Colwich PC employ someone to do this for them, Chair will contact Colwich PC to discuss.	Chair
004/18	Chairman's announcements:	
	Chair is on a Chairmanship training course on 27th June. He attended the Microsoft training course, it was mainly a marketing exercise.	
005/18	Councillor Questions:	
	A councillor requested information as to what was going on between the April and May Parish Council meetings as there had been a meeting(s) of councillors that 2 councillors were not invited to. Replies were: •one Councillor responded that would make own independent decision, regardless of what others thought. He also asked the question 'what was the difference between the situation that had occurred the previous year when the previous Chair had nominated a new Vice Chair, despite not consulting his nominee beforehand or warning the incumbent Vice Chair that he would do this, especially as the Vice Chair was to be absent from the May 17 meeting ? •it was thought that it was worth getting some more experience in the council as Chair, •nothing underhand going on, it was just a get together of some friends for a drink. The councillor posing the question still wanted to know what had happened.	Chair
	There will only be a short timeframe between the officer's recommendation for the Green Man development application and the Planning Committee meeting: it was suggested that a Public Meeting be held again to ascertain residents' views. It was decided that this was not necessary as residents' views had been established at the Public Meeting held in May and if thought necessary, an extraordinary PC meeting could be held to discuss any actions required.	-
	Background information: <i>In February 2018, the WFAA sent out a new tenancy agreement to allotment plot-holders in a revised format. The accompanying letter stated "revised in conjunction with Hixon Parish Council and replaces old agreement". The new tenancy agreement had not been agreed to by HPC - discussions had taken place with WFAA in December 2017 and HPC were awaiting a revised version for further consideration. Two councillors, who are also plot-holders, did not sign the new agreement on the basis that it had been sent out with false information, was not valid and therefore should not be signed and returned. Two other councillors who were plot-holders did sign and return the new agreement.</i> The question was asked: Why did these two councillors sign and return the agreement knowing that it had not been approved/agreed by the Parish Council? Their actions had put the council in the position it is in now - dismissed and discredited by the WFAA. The previous Chair had had personal attacks made against him and had lost friends due to trying to do his best for the Parish Council. The Chair stated that the questioner's attitude was not acceptable as he had made personal attacks against the two councillors who had returned the agreements. The Chair will look in to what happened outside the meeting.	Chair

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	Cllr. Mrs M Aberley gave thanks to Cllr. Mrs C Murdoch for contacting the residents corner of Martins Way/Sycamore Drive re cutting their hedge as it has been cut back and visibility is much improved. Visibility is poor turning right out of Greenfields due to a copper beech tree that needs cutting back and also turning right out of New Road on to Martins Way as the hedge needs pruning again (was done last year).	Cllr. Mrs M Aberley
	Footpath 7 - Puddle Hill to Egg Lane - is very overgrown (the path cannot be seen).	Clerk to write to landowner
	Footpath 11 - Lea Road to Stowe Lane - is blocked due to the fence having fallen across the sectioned off part of the footpath. The path is also thick with brambles.	Clerk to contact Rights of Way
006/18	Date of next meeting: July 17th 2018	Clerk to book Memorial Hall
007/18	County and Borough Councillors Reports	None
008/18	Public Participation:	
	A resident spoke about how upset he was at the way the voting in of a new Chair of the Parish Council had taken place at the May meeting and that the out-going Chair should have had a vote of thanks given to him for all the good work he had done. The new Chair said that he had given a personal thank you to the previous chair and agreed that he had done a lot of good work during his many years as Chair.	-
	Suggestion that the trees/undergrowth at the top of the playing field are removed as they potentially provide a cover for crimes to be committed, due to their thickness. Agreed that they should be looked at with a view to tidying the trees up and removing the brambles and undergrowth by the Autumn.	Councillors
009/18	AOB:	None
010/18	Planning Applications:	
	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 Additional information supplied.	Object
	18/28660/HOU Proposed attic accommodation for bedroom and ensuite, Jalna, Stowe Lane Hixon ST18 0NB	No Objection
011/18	Planning Reports	
	18/28163/FUL Erection of a storage building, Kingsilver Refinery Hixon Industrial Estate Church Lane Hixon Stafford ST18 0PY	Permit
012/18	Bank Reconciliation:	Done
013/18	Schedule of agreed payments: Cheques signed by Cllrs. Mrs M Aberley and Hopcroft.	
	C Gill salary (June-Net tax/NI). Local Gov act 1972 s111.	£775.64
	Reimbursement C Gill (costs: working from home) - June. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill stamps (12x1st class; 12@p67p = £8.04)	£8.04
	Reimbursement C Gill mileage (22 miles @ £0.45p/mile). Local Gov act 1972 s111	£9.90
	Acer - May mowing	£1,151.33
	Fenns Stationery - ink cartridges	£103.28
	Black Rose Accountancy	£90.00
	HMRC for income tax (£4.40) and NI payments (employer £12.24 and employee £10.64) June = £27.28	£27.28
014/18	Documents Received: Hixon Heights Walk and Hixon Doorstep Walk have been updated and returned by resident.	

Meeting finished at 10.45 pm.