

## Hixon Parish Council

### Minutes of Parish Council Meeting Tuesday July 17th 2018

**In attendance for all or part of the meeting:**

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

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

Ref	Item	Action
001/18	Apologies received from: Cllr. B McKeown, Cllr. Mrs S McKeown and from members of the public: Cllr. John Francis	-
002/18	Declarations of interest: None	-
003/18	The minutes of the meeting on June 19th 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. <i>July-18</i> : This work still needs to be done. NP group would like the see more open space areas. Cllr. Baxter to arrange another meeting of the sub-group to get things moving again.	Cllr. Baxter
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 : Landowner of area where the lime trees were going has withdrawn consent for their planting.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>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. <i>July-18</i> : Longdon Green considered a good example for Gateway Feature, Cllr. Mrs C Murdoch to enquire about cost/supplier/specs. etc. Lime trees - Chair will speak to landowner upon his return to the UK. Mini-island/speed plateaus - include these and other highway safety features plus Gateway Features in meeting with Highways Manager . Accidents on Church Road - no feedback received from Highways.	Chair/ Cllr. Mrs C Murdoch
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. <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? <i>July-18</i> : Session held 7.30-8.30am on Church Lane by boat builders. 411 vehicles, just over 5% were speeding. New Road 4-5pm, 4% speeding, most of the speeders were in excess of 40mph. Specials are meant to be coming out so prosecutions can be made. 4 permanent Speedwatch signs are being erected at no cost to PC, mobile signs will then not be required to be put out.	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. <i>July-18</i> : A few more trees have been lost. Undergrowth on bank had been inspected - need to either clear the whole lot or leave as is - decided to leave as is, as no problem perceived. Reconsider if a problem occurs.	Cllr. Hopcroft
051/10	JBMI Liaison Committee: <i>June-18</i> : Cllrs Kelly and Baxter requested a tour. <i>July-18</i> : Next meeting is December 3rd.	Clerk

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<p>050/12 and 032/12 (Plan for Stafford)</p>	<p>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>July-18:</i> NP meeting held, feedback provided by Cllr Baxter - it is important that the NP policies are adhered to. The NP group do not know what is happening re the 30 houses. SHLAA consultation ongoing, finalised by end of year. Babbage building questionnaire was discussed. Heritage sites - include the History Group in this - blue plaque scheme on buildings of interest. NP group may ask PC for a grant e.g. £600 to do this. Can also do something to highlight people of note associated with the village (?) Want to enhance the open spaces, wildlife areas, have a nature trail. Youth Forum proposed -Chair has contacted Colwich PC with a view to discussing what are currently doing with their Youth Forum. Proposed to use Blenheim Manor to do a re-run of the NP questionnaire to see if the generally younger age-base produces different results. Youth Forum Working Group proposed and agreed of Cllrs Mrs C Murdoch, Kelly, Baxter.</p>	<p>Chair</p>
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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. <i>July-18</i> : Next PPG meeting Thursday 19th July.	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. <i>July-18</i> : Cllrs. A Murdoch and McKeowns to progress the website, arrange meeting re costs and way forward. Report back progress in September.	Cllrs. McKeown/ Cllr. A Murdoch
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 Tollidish 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. July-18: Discuss at meeting with Highway's Manager.	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. July-18: Cllrs. McKeown to get costs for plaques. Cllr. Baxter suggested a commemorative plaque on or by the Oak Tree at the end of Egg Lane - agreed as a good idea. He will contact SBS tree officer and Highways for permission. The Memorial Hall are organising the WWI event and will let the PC know if they require any assistance. The poppy/wildflower beds need watering and possibly some weeding. Cllrs. Murdoch will look after the bed on Sycamore Drive.	Cllr. Mrs S McKeown/C ouncillors
054/17	Babbage Building: Met at Babbage Building. <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. <i>July-18</i> : Chair considered that the questionnaire should be collected from Chop Shop by a PC member, analysis could start straightaway, rather than waiting for return of councillors from holiday - agreed by councillors present. Cllrs. Baxter and Mrs M Aberley offered to start the analysis. Chair will make arrangements to collect the completed questionnaires and pass them on for analysis. Query on who Cllr. B McKeown spoke to at SCC re the use of the Babbage Building as a community asset, as Chair would like to follow up on its availability - Clerk to check correspondence.	Chair
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. <i>July-18</i> : Emery's will mount the cracked sign on a board and resin/silicone it together. No charge for this. Consider making a donation to charity? Consider where to position it on New Road - bottom of bridge considered a suitable place if permission granted - ask at Highways meeting.	Cllr. B McKeown/ Chair

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066/17	Consider implications of General Data Protection Regulations (GDPR) in force May 2018: <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. <i>June-18</i> : Need to make some statements about what people's data is used for. <i>July-18</i> : Examples of statements re what personal data is used for were provided by the Clerk - agreed Hixon PC should put statements on the website along the same lines.	Clerk
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. <i>June-18</i> : The count will go on until September, due 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. <i>July 2018</i> : Considerable reduction on dog poo being left is being seen. Use Newsletter to thank dog owners in general and thank people for keeping the village tidy. Ask for hedges to be kept cut back to the curtilage of their property.	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. <i>June-18</i> : What size? Where is it going? Check what the insurance company said - Clerk. <i>July-18</i> : Plaque can go on PC insurance (let them know the price of plaque and check there is no cost implication), need permission from Highways. Chair to chase up confirmation that Highways have given permission.	Chair
017/18	Community Competition: St Peter's school poster prize was on July 6th posters are up in bus shelters. Garden judging competed. Results passed to Clerk. Litter pick was undertaken by St Peter's School in the village - laminated certificate of thanks suggested. (NB: not produced as realised it was last week of term and would be rather irrelevant by September).	Chair/Clerk
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. <i>June-18</i> : 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. <i>July-18</i> : Send landowner a letter asking him if he would sort out the fence on RHS looking from the road, which is leaning badly. Will probably need to wait until crop is cut. Still waiting for PC solicitor to look at the tenancy agreement. Chair to arrange to present the 2019-2020 PC allotment plot rent and water figures at the Wellington Fields AGM.	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. <i>July-18</i> : BT will ask engineer to look at repairing door when phone disconnected, need to pay and complete "adoption" paperwork first. Payment being made in July, paperwork also completed. Reconsider placing a defibrillator in one or both kiosks if it becomes feasible cost-wise.	Clerk

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032/18	Balancing Pond on Blenheim Manor Housing Estate: The balancing pond is about 3 metres 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. <i>July-18</i> : There is a now a link fence part way around the pond which would be difficult to climb - but can simply be walked around. Planning enforcement are dealing with Taylor-Wimpey, wait and see what they do.	-
035/18	Consider changing from contractor to In-House grass cutting arrangements: Chair had talked to Colwich PC about their own arrangements. Colwich employ 2 lengthsman and may be able to take on the grass-cutting in Hixon. Ask Weston with Gayton PC what they do as well. Same working group for this item as for the Youth Forum on the NP item.	Cllrs Mrs C Murdoch, Kelly, Baxter.
036/18	Consider date for asset inspection: Date set as Sunday 16th September, meet at village hall.	
037/18	In Camera items re statement by Chair, HPC allotment plot rents and follow-on from planning application.	-
004/18	Chairman's announcements:	
005/18	Councillor Questions:	None
	How is the Borough doing in meeting housing needs? Borough Cllr. Alan Perkins replied - Currently they are well in excess of the 5-year plan. The SHLAA consultation that is from 18/7/18 to 30/9/18 is for the period 202 to 2040. NPs take precedence. NP group should look to see if anything in current plan may need tweaking by 2040. No pressure for any new sites in Hixon at the moment.	
	Church Lane flooded pavement: No action had been taken re this, it is still a big problem. Clerk to notify the Environment Agency and Severn Trent Water.	Clerk
	Laurel hedge belonging to 6 Greenacres, going up Puddle Hill, needs cutting back - Clerk to write to resident.	Clerk
	Hedge bordering Featherbed Lane, belonging to Orchard Cottage and Sunnyside Cottage needs cutting back as making road excessively narrow - - Clerk to write to residents.	Clerk
	Footpaths 7 and 11 overgrown - Rights of Way previously notified of Footpath 11, Clerk to write to landowner for Footpath 7.	Clerk
	Hedge at side of Millennium Green bordering Back Lane very overgrown - Clerk to write to Millennium Green Trust.	Clerk
	Leaflet etc. Distribution rounds: Can the distribution rounds be evened out in terms of numbers per person (as individuals), taking geography of round into account? Engage more volunteers on a permanent basis. Ask for volunteers in Newsletter?	-
006/18	Date of next meeting: September 18th 2018	Clerk to book Memorial Hall
007/18	County and Borough Councillors Reports	
	See information from Cllr. Perkins in 005/18 item 1. Cllr Perkins also stated that an "Asset of Community Value" order had been placed on The Green Man pub in Hixon.	
008/18	Public Participation:	
	Gospel Hall Trust (GHT) representative said that the GHT would be happy to help with clearing footpaths - thanks given for the offer.	-
	The end of Footpath No.1 from school to Church Lane is very overgrown - Cllr. Hopcroft offered to sort this out.	Cllr. Hopcroft
	A query was raised about the Babbage Building questionnaire and where the questions had come from - some arose from the NP and some arose from queries from members of the public. Also queried as to whether people will expect all these facilities to be provided? - not if they read the front page of the questionnaire properly.	-
	The crater on the edge Broadmore Lane is still there - Clerk will let Highways know.	Clerk

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009/18	AOB:	
	The undergrowth around the notice board in Lea Heath needs cutting back - Community Group to deal with this.	Community Councillor Group
	Can the council cut down on agenda items by putting all community involvement items together? There is only one Community Involvement item- Gateway Features are connected with Highways, though some community liaison is also required.	-
	Stowe by Chartley PC are no longer looking to combine with another PC.	-
	Cllrs. Kelly and Hopcroft have looked at the Church Lane bus shelter following concerns about the roof leaning and they do not believe there are any problems with it.	-
010/18	Planning Applications:	None
011/18	Planning Reports	
	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	Permit
	18/28277/FUL Erection of a detached building to form agricultural store and office space, Beech Tree Farm, London Road, Pasturefields ST18 0RB	Permit
012/18	Bank Reconciliation:	Done
013/18	Schedule of agreed payments	
	C Gill salary (July-Net tax/NI). Local Gov act 1972 s111.	£775.64
	Reimbursement C Gill (costs: working from home) - July. Local Gov act 1972 s111	£59.50
	C Gill salary (August-Net tax/NI). Local Gov act 1972 s111.	£775.64
	Reimbursement C Gill (costs: working from home) - August. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill stamps (12x2nd class; 12@58p = £6.96)	£6.96
	Reimbursement C Gill mileage (38 miles @ £0.45p/mile). Local Gov act 1972 s111	£17.10
	Reimbursement C Gill for school poster prizes	£113.15
	Acer - June mowing	£1,151.33
	BT for adopting two telephone kiosks	£2.00
	John Martin for allotment rent May 2018-2019	£826.92
	John Martin for allotment water usage May 2017-2018 (76 m <sup>3</sup> @ 152p/ m <sup>3</sup> ).	£115.52
	SLCC membership	£128.00
	ALCC membership	£30.00
	SPCA for 1-1 Chairmanship Training 28th June	£40.00
	drs for printing Babbage Building questionnaires	£115.00
	Hixon Memorial Hall room hire April to June	£64.80
	CPRE - renewal of subscription.	£36.00
	HMRC for income tax (£4.40) and NI payments (employer £12.24 and employee £10.64) July = £27.28	£27.28
	HMRC for income tax (£4.40) and NI payments (employer £12.24 and employee £10.64) August = £27.28	£27.28
014/18	Documents Received: Space leaflets from Police.	

Meeting finished at 10.00 pm.