

HIXON PARISH COUNCIL

A meeting of the Council will be held at 7.30pm on Tuesday December 19th 2017 at Hixon Memorial Hall.

Ref	Item
001/17	To receive apologies.
002/17	To receive declarations of interest in any matter on the agenda.
003/17	Minutes of meeting November 21st 2017
070/17	Annual report from Chair of Wellington Fields Allotment Committee
097/07	Allotments: Edging timber received. Repairs to fencing on right hand side of allotments update. Weed spraying update. Feedback on meeting with WFAA to discuss revised tenancy agreement.
050/15	Community Involvement to improve Hixon - sub-group of Cllrs. N Baxter, Mrs C Murdoch, McKeowns and Mrs M Aberley. Dog poo issues - poster with SBC. Discuss and agree flyer. Hammonds Croft update: invitations to tender have gone out (x4). 2 quotes received.
041/15	Gospel Hall on New Road:
041/15 and 032/16, 067&081/09 & 056/11& part 041/15 plus 038/16	Speed and Highway Safety and Village Gateway Features in Hixon Parish: Raised crossing on Church Lane and New Road safety features and work for BriStor apprentices - Working party of Cllrs. B McKeown, Mrs C Murdoch, Mrs M Aberley and M Kelly:
See above	Speedwatch campaign.
021/09, 023/09, 074/09, 091/09	Playing Fields: Update: New MUGA sign board?
051/10	JBMI Liaison Group: Feedback from meeting December 4th.
050/12 and 032/12 (Plan for Stafford)	Neighbourhood Plan: Meeting minutes have been distributed to the review group, actions need to be implemented. SBC have issued a "Call for Sites".
039/13	Walk leaflets update: walk again to get new descriptions: Update:
054/14, 034/16	Situation regarding Hixon drop-in surgery and Hazeldene House Surgery: STP consultation? Healthwatch Patient Reference Group?
055/15	IT and Using Cloud Storage on G-mail for PC documents: IT sub-committee feedback. New IT equipment now received. Laptop not yet ordered, waiting for specification from Matt Collins. Possible new website and maintenance company identified.
004/16	Request from resident for 40mph speed limit through Pasturefields: Update:
041/16	McColls (rubbish, garden, overgrown grass/hedge, parking on grass verges on Hill Croft, parking on Smithy Lane): Update:
046/16	Parking problems on The Croft, including the track at the rear of The Croft: Responded to S&RH re maintenance and grass cutting of the proposed grasscrete area and had reply. Cost estimate received from Highways.
053/16	Planting of CPRE trees : Trees now on order for Spring 2018. "Legacy" trees requested.
061/16	In Camera item.
021/17	Community Footpaths bid: Bid has been accepted (£300) - equipment now purchased.
036/17	Caravans etc. gathering, land off New Road: letter sent, awaiting reply.
044/17	Application for Section 53 Definitive Map addition on Airfield, 1981 Wildlife and Countryside Act: - Information received by Stowe by Chartley PC: Consider joint application to Secretary of State to direct SCC to determine the application.
047/17	Planting poppies on PC land to commemorate one hundred years since end of WW1
049/17	Ruthie Jane PT group session
052/17	Christmas Tree and lights:
053/17	Minor Highways work - consider having it done this year, cost will have to be born by the PC. Councillors to have reviewed the specification.
054/17	Babbage Building
055/17	Naming of the 2 new houses on corner of Stowe Lane
058/17	Christmas posters: Presentation at school for Christmas posters was on December 8th.
059/17	SBC Local Plan Review: Parish Council Survey Assessment of Services and Facilities
060/17	Consider budget 2018/2019
061/17	Grass cutting issues

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063/17	Adoption of telephone kiosks
065/17	"Welcome to Hixon" sign is leaning to the right: Consider quote of £310 + VAT to rectify.
066/17	Consider implications of General Data Protection Regulations (GDPR) in force May 2018
068/17	Location and emptying of public rubbish bins:
069/17	Consider how much information to keep month by month in minutes.
070/17	For information only: The Millennium Green Trust have made a contribution of £300 to Hixon Parish Council
006/17	Chairman's announcements:
007/17	Councillor Questions
008/17	Date of next meeting: January 16th 2018
011/17	County and Borough Councillors Reports
012/17	Adjourn meeting for Public Participation: This normally occurs at approximately 8.30 pm.
	Resume meeting
009/17	AOB
013/17	Planning Applications:
	17/27573/HOU Single-storey extension to side and rear for new kitchen/utility and cloakroom plus flat dormer roof extension for storage space in roof void, Laundry Cottage, Smithy Lane, Hixon
	17/27630/FUL Installation of Two Storey Portable Accommodation. Installation of a new Pedestrian Footbridge and covered walkway. Demolition of Alpha Building entrance. Erection of a new Two Storey staff Office - Welfare extension and covered Loading Area. Bri Stor Systems Limited Hixon Industrial Estate Church Lane Hixon Stafford ST18 0PS
014/17	Planning Reports
	17/26335/FUL New road and highway access, Land Adjacent Former Runway, Hixon Airfield, New Road, Hixon
	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
	17/27414/FUL New automatic entrance gates Land At New Road Hixon Stafford ST18 0PE
015/17	Bank Reconciliation:
016/17	Schedule of agreed payments
	C Gill salary (December - Net tax/NI). Local Gov act 1972 s111.
	Reimbursement C Gill (costs: working from home) - December. Local Gov act 1972 s111
	Reimbursement C Gill mileage (38 miles @ £0.45p/mile). Local Gov act 1972 s111
	Reimbursement C Gill stamps (24x2nd class stamps). Local Gov act 1972 s111
	Reimbursement C Gill for gift cards for Christmas Poster competition from WH Smith (7 @ £5)
	Reimbursement P Hopcroft for community footpath gardening equipment
	Reimbursement B McKeown for tarpaulin for light switch on event Request for reimbursement withdrawn at meeting.
	SBC for Road Closure (Christmas tree lights)
	International Components for String of Christmas tree lights
	Fenns Stationery laminating pouches and paper
	Poppy Appeal for poppy wreath
	HMRC for income tax (£35.80) and NI payments (employer £11.58 (Dec) and employee £10.07 (Dec) = £57.45)
	Chairman's Allowance paid to B McKeown
	Brierley Printers for Newsletter
	SPCA for 10 Good Councillor's Guides 2017
	From Ring-fenced Account - Allotments
	Reimbursement C Gill for allotment timber edgings
010/17	Documents Received: None

15th December 2017

X

Catherine Gill
Clerk to Hixon Parish Council

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Clerk to Hixon Parish Council

Report
Chair
Chair
Chair
Chair
Chair
Chair
Chair
Chair
Chair
Cllr. Hopcroft
Cllr. Hopcroft/Chair
Cllr Mrs M Aberley
Chair
Cllrs/Clerk
Cllrs. Hopcroft & Mrs C Murdoch
Cllrs. McKeown
Clerk
Clerk
Chair
Cllr. Baxter
Chair
Cllr. Hopcroft
Chair
Clerk
Cllr. Mrs S McKeown
Chair
Chair
Councillors
Chair
Chair
Clerk
Clerk
All
Cllrs. Hopcroft/Kelly

HIXON PARISH COUNCIL

Clerk
Chair
Chair
Cllr. Baxter
Chair
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Chair
Councillors
Clerk to book Hall
County and Borough Councillors
Permit
Permit
Permit
Chair
£718.07
£59.50
£17.10
£13.44
£35.00
£359.81
25.07
£105.00
£46.80
£28.45
£18.00
£57.45
£100.00
£205.00
£35.22
£281.47

