

## Hixon Parish Council

### Minutes of Parish Council Meeting Tuesday January 17th 2017

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

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

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

Ref	Item	Action
001/16	Apologies received from members of the public: Cllr Len Bloomer, Cllr. Stewart Learoyd	-
002/16	Declarations of interest: None	-
003/16	Minutes of meeting December 20th 2016 were accepted as accurate.	-
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): Need to try and get money from the developer of the 30 houses to pay for the raised crossing outside the school. Involve Chief Executive of SCC if necessary as he wants PC's to more actions. (From Parish Meeting, Action: Draw up list of businesses on New Road and Church Lane Industrial Estates - Councillors and Clerk). Agreed to spend up to £500 on drawings, specifications etc. for Gateways on New Road and Church Lane, to include tree species etc. Chair has spoken to landscape architect about both areas and sent photos, he will draw up soft landscaping ideas. Someone at SCC has agreed to draw water colours based on the landscaping ideas, to provide an easier picture to envisage. Working party of Cllrs. B McKeown, Mrs C Murdoch, Mrs M Aberley and M Kelly to take the raised crossing forward. Chair to write remit/challenges for the working party. <i>Dec 2016</i> : WP met, agreed Church Lane as first priority (raised crossing, gateways etc.). Involve local businesses and SCC (Richard Rayson/James Bailey). (NICE don't like speed bumps as cause increase exhaust emissions when accelerate away (Cllr. Mrs M Aberley). Children will only be on roadside for very short periods). <i>Jan-17</i> : Cllr. Hopcroft had information on a Gateway project by Swinnerton PC, worth asking them what they were doing - they had encountered a lack of support from Highways. Meeting with Richard Rayson on Jan 19th re Church Lane and New Road, plus other matters to be raised.	Chair
As above	Speedwatch Campaign: Sessions not being held in bad weather. Cllr. Hopcroft attended a Speedwatch meeting in Jan 2017 - big drive to get more Speedwatch groups and would like to include "Police" on the signs e.g. Police and Community Speedwatch Area". County Highways to look in to whether this is legal.	Cllr Hopcroft
021/09, 023/09, 074/09, 091/09	Playing Fields Report: The new bench near the swings has a lot of movement, ask George if he can fasten it down more securely. Get rid of broken bench and buy another green recycled plastic bench next year (see if they can supply deeper ground fittings) . John Martin to see Cllr. B McKeown re removal of grass cuttings. If not, try Acer. Need to wait until ground much drier. Playing field generally OK.	Chair/Clerk
097/07	Allotments: <i>July 2016</i> : Derelict building has now been levelled, as walls fell down when height was being reduced. Notice board needs to be put up somewhere. <i>Sept 2016</i> : Central path needs to be taken back to its original 5m width by weed-killing and removal of objects being stored on the path. Clerk to let Cttee. know. <i>Oct 16</i> : Quote postponed as landowner had sprayed paths and drive with Round-Up - wait to see how effective this is before deciding if further weed-killing is required. <i>Nov 16</i> : Paperwork for water meter reading has been provided by landowner. More weed-killing required, ask TGM for quote. Best time will be Spring. To keep central driveway clear, edging may be required. Cllr. B McKeown to draft specification for quote, try MAC. Letter to go with invoice for next year approved, Clerk has sent to allotment Cttee. and asked for it to go out addressed to each allotment holder, along with the invoice. <i>Jan-17</i> : Chair to look at prices of edging wood to define the central path. Cllr. C Murdoch offered to put a post on FB re vacant plots. Agreed to pay the £99.11 for additional TP insurance from Ring-fenced allotment account. Clerk to chase up weed-killing quote.	Clerk
051/10	JBMI Liaison Committee: Next meeting June 5th 2017. Jan-17: The new building going up looks very large!	Cllr Mrs M Aberley
050/12 and 032/12 (Plan for Stafford)	Neighbourhood Plan: The Neighbourhood Plan was considered by Cabinet on 3 November 2016 and adopted by Council on 22 November 2016. The Neighbourhood Plan is now part of the Borough's development plan for making planning decisions. <i>Jan-17</i> : It has been agreed that the Neighbourhood Plan Scrutiny Committee (comprising the original Steering Group members) meet 6-monthly starting in June 2017, to review the plan and its effectiveness.	Clerk

## Hixon Parish Council

069/12	Bank House car park payments: <i>Nov 16</i> : Joules sticking to not considering a contribution at the moment - leave until March, when situation with Bank House's financial situation should be clearer. <i>Dec 16</i> : Sarah is the new manager of the Bank House from 21st Dec. Cllr Mrs C Murdoch to check with Sarah that the de-fib. is being checked every week and provide assistance with paperwork if required. Jan-17: Sarah does not have the code for the defibb., Clerk to let her know it. One of the 2 Yew trees has been cut down - Consider a TPO for the remaining Yew tree as it part of the setting of the listed building. Liaise with Mary (leaseholder of pub).	Clerk
039/13	Consider best way of producing walk leaflets: At the January 2016 meeting It was decided that the walks need to be walked again and new descriptions and photos taken as the current wording etc. seems outdated. Cllrs. McKeowns and Murdochs to walk the walks ASAP. <i>Oct 16</i> : get together and discuss how best to proceed. Nov 16: As previous month but the Councillor Murdochs have found a new walk to add to the others (Swansmoor Circular)! Jan-17: Progressing ...	Cllrs. McKeown and Murdoch
037/15	Ownership of/registering the land at end of Greenfields: <i>April 2016</i> : Cheque for £100 (maximum) cost agreed and signed, Clerk to get everything ready and send off to Land Registry. April 2016: Queried as to whether it was worth keeping the fence on this bit of land - need something in place due to steep drop - look at on asset inspection. <i>May to Sept 2016</i> : All paperwork posted, now waiting to hear back from Land Registry. <i>Oct, Nov, Dec 16</i> : LR chased - large back log, still waiting. Should be very soon (Dec 16/Jan-17).	Clerk
054/14, 034/16	Hixon drop-in surgery and Hazeldene House Surgery incl. Patient Participation Panel: March 2016: Suggested that Hazeledene are asked about their "Friends and Family Results". What can the PC do to try and get a Pharmacy in Hixon? Nov16: Stewart Learoyd attended to discuss Hazeldene House and the provision of healthcare in the borough (he is not connected with Healthwatch). The Borough has limited say on health provision, has responsibility for the homeless and the cascading down of life expectancy - 10 years difference from best areas to worst areas. Borough has responsibility for leisure centres and promotes an active lifestyle. Childhood obesity. Social isolation of elderly and fuel poverty are relevant in Hixon and Haywoods as they are rural areas. Had to fight to keep the provision of hearing aids. Andy Donald from the CCG group is visiting the Borough Council. Borough can raise GP services with CCG and County Council. Re Beaconside sports centre closure - the provision for people recovering from strokes, cardiovascular problems, operations etc.. should have been picked up by SBC owned provision, Stewart will raise this at SBC and with Jeremy Lefroy and the CCG. Stewart is on the Health Scrutiny Cttee. at SBC and will raise the lack of provision of doctor provision in Hixon with SBC, CC, CCG and Mp. He will consult with Ann Edgelert (Chair of Health Cttee.) to see if they can get more questions raised about local services. SBC has a seat on the County Health Scrutiny Cttee. Stewart would like The PC to format a question that raises all the issues with healthcare provision for Hixon residents. Dec 16: Raise 2 different questions - one about provision of healthcare in Hixon and one about the closure of Beaconside Sports Centre and subsequent loss of rehabilitation facilities. Jan 1-17: Question and background info. on Hazeldene provision sent to Stewart Learoyd, meeting with CCG etc. 17th January. Chair to write question with background info. on Beaconside Sports Centre.	Councillors
050/15	Community Involvement to improve Hixon - ideas on how to achieve this: set up a sub-group - Cllrs. Mrs C Murdoch and Mrs M Aberley volunteered to join Cllr. Baxter on the sub-group. The planters on the verges in Great Haywood were mentioned as looking very attractive. Arrange a date for a meeting (Cllrs. Baxter, Mrs C Murdoch and Mrs M Aberley). <i>Sept</i> : Cllrs. McKeown to join the working party, Chair to write remit/challenges for the working party. Rear of Hammonds Croft open space would be a good community project as it needs clearing out and cleaning up (undergrowth etc.) Nov 16: Met October 21st - good meeting, Hammonds Croft OS and path at rear to be first priority, followed by corner of Stowe Lane (Mount Farm). Letters to be drafted and sent via Clerk. Bus shelters - improve appearance, particularly Back Lane (general area of bus shelter). <i>Dec 16</i> : All happy with the draft letters to Alan Dangerfield and Hammonds Croft residents - leave HC letter until Spring. Use William Deakin for advice on trees? Jan-17: Date for meeting with HC residents to discuss items set as Sunday 19th March at 10.30am, send out letter to residents in February.	Cllrs. Baxter, Mrs C Murdoch, McKeowns and Mrs M Aberley.

## Hixon Parish Council

055/15	IT and Using Cloud Storage on G-mail for PC documents: From July 2015 meeting - IT sub-committee to be set up of Cllrs. Mrs S McKeown, Baxter, A Murdoch and Clerk. Meet on Wednesday 9th March, Bank House 7.30pm. Terms of reference to be drawn up. First meeting was March 9th, concentrated on storage and filing - various actions arose. Group met June 27th, quite a useful meeting. <i>July</i> : Could a drop-box be used for shared storage, rather than the Cloud? Yes, similar idea. <i>Oct 16</i> : Next meeting November 29th, 7.30pm, Bank House. <i>Nov 16</i> : Put a laptop and projector in draft budget. Dec 16: IT group met, propose stand-alone projector so PC/laptop not essential. Need to have someone to maintain the website, Paul Dadge sorting current problem out. May need a maintenance contract, local person lives in cottages on New Road - would one-man-band be suitable? Jan-17: Next meeting Wednesday 22nd March Bank House 7pm.	Chair
004/16	Consider request from resident for 40mph speed limit through Pasturefields: Residents are taking this further themselves, council to write to residents and businesses for their views/support, Chair to organise letter. Dec 16: Letters gone out to residents and businesses, all residents responding in favour if 40mph speed limit reduction, no replies from businesses yet. Jan-17: 2 business replies, both wanting reduction to 40mph. Write to Richard Rayson (copy James Bailey) asking for this to be implemented (give letter by hand at meeting on 19th January).	Clerk
041/16	Parking on Smithy Lane and McColls (rubbish, hole, overgrown grass/hedge, parking on grass verges on Hill Croft): . <i>Nov 16</i> :Complaints from Hill Croft re rubbish behind shop, leaking pipe and hedge/grass area. Visit on Sat. 19th 10am to look at. <i>Dec 16</i> : Civil (Parking) Enforcement officer attended Smithy Lane area on 16th Dec. Lots of comments on FB page. McColls manager (Scott) needs to be followed up re actions on leaking pipe, mess, untidy rear to shop, untidy grass/bank. - Chair. Overflowing manhole - Write to Severn Trent re the problem, ask them to get it sorted out. Jan-17: Severn Trent have confirmed that it is a build up of grease/fat that is blocking the drain and causing the manhole to overflow. Clerk has written to Fish & Chip shop end Chinese take-away to let them know and to ask them to dispose of the waste fat in the correct manner. If problem re-occurs, let Severn Trent know about the frequency of the problem, the cause (according to their staff) and the likely culprits. Chair to follow up with McColls manager (Scott) re the leaking pipe, mess at rear, grass/hedge etc. Ask parking officer why no tickets were given out as cars were seen parked on double-yellow lines when officers present. Ask for them to return.	Chair/Clerk
042/16	Painting of swing bar and rubbing down/oiling of notice boards: <i>Dec 16</i> : Swings have now been painted satisfactorily, McKeowns will do the notice boards. Jan-17: Progressing ..	Cllrs. McKeowns
046/16	Parking problems on The Croft: Discussed what had been said at the asset inspection re the possibility of creating more parking spaces using grasscrete or similar, along one side of the road (where grass is now) and also possibly at the top of the road. Problem of who will pay for the work? Decided to contact S&RH re the tension between one of their tenants and her neighbours over parking issues. <i>Sept 2016</i> : S&RH had visited but did not think they could help. Clerk to try and arrange meeting with Highways, Fire Service, Police, S&RH to discuss what may be done to help. Oct 16: meeting held 17th Oct, some agreement on best way forward but S&RH did not attend. S&RH appear to own the track and footpath behind The Croft, in the field. <i>Nov 16</i> :S&RH won't fence the track off. PC could plant the CPRE trees, ask permission from S&RH, need to know width of track. Let residents know what is going on. <i>Dec 16</i> : Have looked at approx. cost of putting in a sheep-proof fence along track, this may be better option. Letters to Monty Brown and The Croft residents agreed, write to Monty Brown first, leave The Croft residents for now. Jan-17: Monty Brown (Grange Hill farm) say they own the track, waiting for S&RH to clarify what documentation of ownership they have.	Clerk
049/16	Items from asset inspection: Get a quote for a Knee Rail to replace fence on Greenfields land. 450mm high, leave gap for mowing equipment access. Verbal quote of £450 considered too high, go back and see if lower quote is offered, if not get more quotes. <i>Nov 16</i> : All quotes higher than expected - agreed to plant hedge instead, 17m stretch. Cllrs. to remove old fence and gate. Clerk to contact CPRE. <i>Dec 16</i> :Nothing new. Jan -17: Residents on Greenfields have requested a fence rather than a hedge. Agreed that Clerk will get quotes for a picket fence, with gap at bottom to permit strimming.	Clerk

## Hixon Parish Council

052/16	Changes to Parliamentary constituency boundaries: A change to the Parliamentary constituency boundary that put Hixon with Lichfield would not affect Hixon's relationship with Stafford Borough Council. Residents generally feel they have a relationship with Stafford rather than Lichfield and so this proposed change would not be welcomed. <i>Oct 16</i> : Put link to consultation in Newsletter, put in objection to change from PC. <i>Dec 16</i> : Objection put in, consultation ends in March. Bring back to agenda in March.	Chair/Clerk
053/16	Consider sites for planting of trees by CPRE: Along the back of the playing field is one site, councillors to think of others. <i>Nov 16</i> : Hedge on Greenfields, track at back of The Croft. Walk around the village to look for any more sites. <i>Dec 16</i> : Community involvement group to decide where trees should go. Meet up on January 8th to look at sites in village. Jan-17: Bottom of village inspected, top part to be walked ASAP.	Clerk
054/16	Consider Christmas tree(s) and Christmas lights: put lights on the tree on entrance to Sycamore Drive. <i>Dec 16</i> : Tree looks fabulous, very positive comments received. Jan-17: Lower lights need to be taken down.	Clerk
057/16	Draft of 2017-2018 budget: Budget finalised, dated 17th January 2017	Clerk
061/16	In Camera item.	Clerk
062/16	Car park No Parking area: Update: Cllr. A Murdoch stated that BriStor should be able to paint a hatched area as long the paint colour was not specific.	Cllr. A Murdoch
063/16	Consider request for a grant of £250 from 7th Stafford Scout Group (based in Hixon): Grant of £250 agreed.	Clerk
064/16	Consider Amenity Skip for 2017-2018 at £90 per 1 hour visit, NO free visits (currently £82 per 1 hour at buy 2 get 1 free). Normally have 6 visits per year, Sat 10 - 11 am: Cllr P Hopcroft proposed 4 visits per year at quarterly intervals, all in favour. Clerk to arrange with SBC.	Clerk
013/16	Chairman's announcements:	
	Roly is currently unwell, monitor for PC input.	-
014/16	Councillor Questions:	
	Cllr. M Aberley commented that the storm drain on Back Lane outside/opposite Rhos Y Coed appears to be blocked as water just flows over it. Clerk will report this to Highways	Clerk
	Cllr A Murdoch: the flooding under the bridge on A51 and the subsequent road closure with traffic being sent through Hixon - far too much traffic came through Hixon and there were no diversion signs in the village so traffic did not always know where to go. Raise with Richard Rayson at meeting.	Clerk
	Cllr P Hopcroft: there is a lot of mud being left on road and pavement by the 6 houses on New Road development - he has spoken to the contractor and they will get road sweepers out. Contact name obtained by Cllr Hopcroft. Spoil from the site is being taken through the village and up Lea Road. Resident on New Road was recently blocked in for some considerable time due to her drive being blocked by lorry from site. Groundworks are not finished so hopefully this problem will not re-occur.	-
	There is still mud on pavement and road on Church Lane on Church Lane. Highways are aware.	-
	There has been night time noise from the Airfield Estate recently, heard from Hall Farm Close - if the company making the excessive noise can be identified then Environmental Health can investigate.	-
	Walnut Cottage situation with regards static caravans - with Enforcement still.	-
	What has happened to the Gospel Hall Trust planning application for the portacabin? Clerk to enquire	Clerk

## Hixon Parish Council

015/16	Date of next meeting: February 21st 2017	Clerk to book Memorial Hall
065/16	County and Borough Councillors Reports	
	Alan Perkins reported the following: Stewart Learoyd was attending a high-level meeting re healthcare. The Borough had discussed the closure of one A&E out of Burton, Stafford and Cannock. There were plans for a new (larger?) cabinet for Vodafone on the Airfield Estate. The storage of hardcore on the airfield had been recommended for approval and would be heard by the Planning Cttee. on Wed 25th Jan. The new Chinese owners of Beaconside Sports Centre were not aware of the objections to its closure - Jeremy Lefroy has been speaking to them and it may be opened up again.	-
016/16	Public Participation:	
	Greenfields resident requested a fence rather than a hedge, hedge would collect rubbish at bottom.	-
	The hedge along Stowe Lane in to Hixon is very overgrown and encroaches in to the road, affecting walkers, horse-riders and vehicles. It is only the buses and lorries that are helping it to follow the line of the road as they clip bits off it. Land owner has been asked to cut hedge more than once. Raise with Richard Rayson as Highways can take action.	Clerk
017/16	AOB	None
	Tom Lyons will speak at the Planning Cttee. meeting against the planning application for storage of hardcore on the Airfield Estate.	-
	Hixon PC has been invited to enter the Best Kept Village competition again - all agreed not to enter.	-
	Basic details of extension to mast (not the actual planning application) reviewed, no obvious problems.	-
	Agreed that the cheque for the additional Third Party allotment insurance money from the ring-fenced allotment account will be signed between the PC meetings to avoid the insurance going out of date.	Clerk
018/16	Planning Applications:	None
019/16	Planning Reports	None
020 /16	Bank Reconciliation:	Done
021/16	Schedule of agreed payments	
	C Gill salary January (Gross). Local Gov act 1972 s111.	£748.96
	Reimbursement C Gill (costs: working from home) - January. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill stamps (12x 2nd@55p). Local Gov act 1972 s111	£6.60
	Reimbursement C Gill mileage (6 miles @ £0.45p/mile). Local Gov act 1972 s111	£2.70
	Reimbursement of C Gill for £10 top up on PC mobile phone	£10.00
	Reimbursement of B McKeown for hot water flask	£23.04
	Hixon Memorial Hall October to December 2016 (3 sessions plus short session)	£47.20
	TGM shrub beds maintenance 2016	£876.00
	TGM Planter on Church Lane Spring/Autumn maintenance, monthly maintenance	£110.40
	TGM Weed spaying 8 sites in Hixon, 2 occasions	£146.40
	TGM Weed spray Millennium Green, 2 occasions	£67.20
	Shield Total Insurance Services Ltd. for additional third party Allotment insurance - from Ring-fenced account (allotments) - cheque signed 19th January 2017, outside meeting	£99.11
022/16	Documents Received: Notification of Publication of the Inspector's Report on the Plan for Stafford Borough - Part 2 Submission (with Main Modifications). Western Power Distribution Business Plan and Stakeholder Workshops Dates.	

Meeting finished at 9.30 pm.