

Hixon Parish Council

Minutes of Parish Council Meeting Tuesday July 19th 2016

In attendance for all or part of the meeting:

Cllr P Hopcroft (Chair), Cllr A Murdoch, Cllr Mrs C Murdoch, Cllr. M Kelly, Cllr. N Baxter

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

Ref	Item	Action
001/16	Apologies received from Cllr. B McKeown, Cllr Mrs S McKeown, Cllr. Mrs M Aberley.	-
002/16	Declarations of interest: None	-
003/16	Minutes of meeting June 28th 2016 were accepted as accurate.	-
041/15 and 032/16	Village Gateway Features (New Road and Church Lane): May 2016: Agreed to spend up to £500 on drawings, specifications etc. for Gateways on New Road and Church Lane, to include tree species etc. June: Chair has spoken to landscape architect about both areas, he will draw up soft landscaping ideas - September.	Chair
026/10	Rural Exception Housing from Housing Plus and Stafford & Rural Homes: Opening event on July 11th 2016 attended, speakers from Speller Metcalfe, CBC, S&RH and Hixon Parish Council (Cllr. Paul Hopcroft). PC are very pleased with the development, looks like a private development. Two residents also attended.	-
067&081/09 & 056/11	Speed and Highway Safety in Hixon Parish. Need to try and get money from the developer of the 30 houses to pay for the raised crossing outside the school. Chair to take photos and measurements of the raised crossing in Abbots Bromley and use as an example specification. 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). Working party of Cllrs. B McKeown, Mrs C Murdoch, Mrs M Aberley and M Kelly to take the raised crossing forward. <i>July 2016</i> Nothing new.	Chair/ Councillors and Clerk
As above	Speedwatch Campaign: <i>June 2016</i> : now have 9 volunteers of which approx. Half are from the PC. <i>July 2016</i> : Cllr. Hopcroft is awaiting replies re which training dates volunteers can attend.	Cllr Hopcroft
021/09, 023/09, 074/09, 091/09	Playing Fields Report: Complaint received by Clerk re amount of bird poo on swings, suggested using bird repellent on bar at top of swings. June 2016: Playing fields OK, new handles arrived and fitted, some fittings missing or needed adjusting. <i>July 2016</i> : All OK.	Cllr. Hopcroft.
097/07	Allotments: <i>Feb 16</i> : WFAA have agreed to use HPC invoice for rent and water and add their own charges on a separate combined invoice, examples distributed at meeting. Invoices for 2016-2017 were sent out by WFAA on the old format in error, due to time pressures. Plot-holders have been provided with examples of what the invoices will look like in future. Should 2 separate invoices plus a covering statement be used in future instead of the proposed two invoice system? <i>April 2016</i> : Is the derelict building safe? Consider knocking it down to 1m - building belongs to landowner, so his decision as to what to do with it, PC has no appetite to restore it any longer. May 2016: Landowner happy to reduce wall height of building to 1m, need to decide how to do this. June 2016: Landowner has taken water meter reading and provided this, paper copy is with Chair. Allotment AGM on Saturday July 2nd. <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.	Chair
051/10	JBMI Liaison Committee: Next meeting December 5th.	Cllr Mrs M Aberley
050/12 and 032/12 (Plan for Stafford)	Neighbourhood Plan: Date for referendum is September 15th, couldn't be fitted in before early September by SBC. Start publicity for referendum in August, ca. 16 -18th. NP Steering Group to get together beforehand to plan leaflet etc.	Clerk/Chair

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069/12	Bank House car park payments: Cllr Mrs C Murdoch has spoken to Steve Nuttall by phone and he is still happy to participate in community involvement - help pay towards village gateways, signs etc., donations, contributions, hold a beer festival, help raise funds. New tenant (Mary) running the pub. <i>July</i> : Review the situation with regards donations etc. in September. Cllr Mrs C Murdoch to check with Mary that the de-fibb. is being checked every week.	Cllr. Mrs C Murdoch/ Chair
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.	Cllrs. McKeown and Murdoch
032/14	Hall Farm Close Open Space: June 2016: Lease contract has been received, the plan included the swale. Clerk went back to SBC and the plan has been amended and the plan and paperwork look suitable. Clerk to circulate to councillors to look at and if OK, can be signed. <i>July</i> : Need clarification on frequency of inspection and maintenance e.g. once a year - section 4.2. Clerk to contact SBC.	Clerk
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. <i>April 2016</i> : 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, June & July 2016</i> : All paperwork posted, now waiting to hear back from Land Registry.	Clerk
054/14	Situation regarding Hixon drop-in surgery and Hazeldene House Surgery Patient Participation Panel: A salaried GP, Emma Wood, started early August. Dr Davies retired at the start of September but will return to do some locum work. There is now a minor illness clinic run by nurses, covering things such as ENT and water infections. The number of missed appointments has decreased again. <i>Nov-15 and Jan-16</i> : nurse clinic working well, looking to appoint another GP. <i>Feb.2016</i> : A male doctor may be starting working 2-3 days per week (Dr Siddiqui (?)) Looking again for site for new surgery. <i>March 2016</i> : Suggested that Hazeledene are asked about their "Friends and Family Results". What can the PC do to try and get a Pharmacy in Hixon? <i>May 2016</i> : New full-time male doctor has started. Use Healthwatch to encourage a surgery in Hixon? <i>June</i> : From PPG meeting - The doctors won't be coming back to Hixon and there is also a nurse crisis at the surgery. <i>July</i> : Next PPG is 18th August. Nurse didn't turn up at Hixon (even though people had appointments) as not enough nurses at surgery. Patients not notified.	Cllr. Hopcroft
050/15	Community Involvement to improve Hixon - ideas on how to achieve this: Cllr. Baxter had sent his initial thoughts through to Clerk and these had been circulated again: <i>June 2015</i> : Ask Cllr. Baxter to elaborate on his ideas and 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).	Cllrs. Baxter, Mrs C Murdoch and Mrs M Aberley).
055/15	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.	-
060/15	Children's poster competition: Prize giving was June 4th. Best gardens etc. Chair performed initial judging in June, may require another Cllr. to judge from narrowed down selection, as Chair is on holiday in July. Clerk to check if Chair has taken photos.	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. <i>July</i> : Resident has been talking to John Heath about reducing speed limit at New Road junction as part of the Science Park application. Try and find out what is being planned at the New Road/A51 junction as part of the Science Park application.	Chair / Clerk
034/16	Healthwatch Staffordshire: talk from Paul Higgitt, Community Outreach Officer: Paul is the new Community Outreach officer for South Staffs., Cannock and Stafford. Healthwatch is a statutory function, covering care homes and nursing homes, children's services, hospitals, GPs, opticians, dentists i.e. act as a watchdog for Health care Services. If someone has a complaint about a healthcare service, complain initially to the practice manager, PALS etc. - if not happy with the response then contact Healthwatch and they will take further to e.g. CCG, NHS England, Parliamentary Ombudsman. They look for patterns in complaints. They also would like to know about good experiences that people have had, to do with the NHS (in hospital, at GP etc.). Paul was asked if he could assist with getting a GP outreach surgery back in Hixon - yes, pass details of problem etc. on to him and he will see what he can do. Views can be made know using the Experience Exchange website. <i>July</i> : Is it worth pursuing via Healthwatch or will this just annoy Hazeldene House? Alan Perkins suggested inviting Stewart Learoyd to the October meeting as Stewart has an interest in health. Agreed Clerk to invite Stewart Learoyd to attend October meeting to discuss Hazeldene House etc.	Cllr. Hopcroft / Clerk

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038/16	Bri Stor apprentices: consider useful community jobs and projects - a meeting was held at Bri Stor on May 11th to discuss this, followed by a tour of the site. Good meeting, interesting tour. Need to come up with ideas. Bri Stor want to be a part of the Hixon community and want to help it - happy to help improve the village gateway at Church Lane. Use apprentices for the gateway features.	ALL
039/16	Consider Councillors Allowance: the total amount budgeted each year is to cover all 7 councillors (does not include the Chair). Allowance is considered as a Financial Loss allowance, to compensate councillors for money spent on Parish Council work (e.g. phone calls etc.) . Things such as stationery items can be provided by the Clerk. One councillor would like to claim his allowance, Clerk to check his perception of how much the allowance would be. <i>July 2016</i> : Need to look in to the appropriate amount for Councillors Allowance, there are examples available - need to discuss at budget time. Re-imburement for items used, damaged etc. is more straightforward.	Councillors and Clerk
040/16	Crime Reports: Publicise the new way of finding out what crimes have been reported in the area in the next Newsletter.	
041/16	Parking on Smithy Lane and McColls (rubbish, hole, overgrown grass/hedge, parking on grass verges on Hill Croft): letters to residents re PCSO and parking on Smithy Lane? McColls situation?: There is now a new manager in the Hixon McColls store - Dale. <i>July</i> : Clerk has written to McColls Head Office and local store to ask for the pot-hole, rubbish and overgrown hedge issues to be addressed keep on top of reply. Ask the PCSO to come back and make a point re the parking. Ask Lesley if she will ask the Airfield workers to car share etc. when visiting the shops to reduce the car parking problems. Chair to visit the 2 residents who asked to speak to him.	Clerk / Chair
042/16	Painting of swing bar and rubbing down/oiling of notice boards: The Councillors McKeown will rub down and oil the notice boards during the summer. Councillors Murdoch will ask for a quote from a painter acquaintance for the swing bar.	Councillors McKeown and Murdoch
044/16	FOI Request re sale of part of SF378186: Clerk has retrieved documents from storage to answer the questions asked. It was agreed that the PC could not keep answering questions on this subject and that no further time should be spent. The majority of the information had been provided previously and the PC does not know what outcome the poser of the FOI request is hoping to get from the request. <i>July</i> : FOI request responded to. Same resident had asked Cllr A Murdoch for his opinion on some paperwork she has regarding this piece of land - PC to write to resident saying that it is not appropriate for the Cllr. to give his views as she has already had the requested information from the PC over the past year or more plus under her FOI request - The PC cannot take this any further.	Clerk
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.	Councillors / Clerk
048/16	Memorial plaque on Ridgeway bench: OK to put it on Ridgeway bench, can PC see the wording on the plaque first? Would he sponsor/donate towards another bench?	Clerk
049/16	Items from asset inspection: Wait for Allotment Cttee. Meeting before doing anything to central path (weeds). No response from house on Bath Lane re tree branches on roof - wait for them to respond to initial contact (note through door on the day of inspection). Fence on Greenfields: Cllrs. to go and look at it, re proposed removal.	Clerk / Cllrs.
013/16	Chairman's announcements:	None
014/16	Councillor Questions:	
	Can the website be updated to state the latest situation with the Gladman application (now with the Secretary of State for decision)?	Clerk
	Cllr A Murdoch had been contacted by the resident asking about the land adjacent to 7 Hammonds Croft, see 044/16 above.	-
015/16	Date of next meeting: September 20th 2016	Clerk to book Memorial Hall

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016/16	Public Participation:	
	Re charging the Bank House for their customers to use the car park - how can a charge be made when it is a public car park? There had been a long term agreement (for a payment to be made to the PC) in place between the PC and the owners of the Bank House as it was recognised that the Bank House needed a bigger car park and their customers previously parked on an un-surfaced piece of land owned by the brewery that had since been sold, incorporated in to the PC car park, and tarmaced. The current owners of the pub (Joules Brewery) no longer want to continue with this agreement hence the discussions on what the .brewery can do instead in return for the PC providing parking for their (Bank House) customers.	-
	Can a litter bin be provided on Egg Lane (near the allotments) as many people walk their dogs in that area and there is nowhere to put the poo bags? A bin on Egg Lane has been requested previously, installed near top of footpath from Church Lane and then removed as the nearby householder complained. Clerk to request again, bin to be nearer the allotments. SBC very reluctant to put in new bins, they are more likely to move them around.	Clerk
017/16	AOB	
	Cllr Kelly reported that he had been liaising with the Steel Service Centre and Taylor-Wimpey re concerns from SSC that Wimpey were using their chain-link fencing as the site boundary and also that measures to mitigate the noise from the factory were not adequate. He has been shown around the site by Taylor Wimpey and did not see any obvious problems. He is awaiting a reply to his email from SSC - situation ongoing.	Cllr. Kelly
018/16	Planning Applications:	
	16/24281/FUL Two bedroom dormer dwelling Bumblebee Barn Puddle Hill Hixon Stafford ST18 0NG	No objection
	16/24495/FUL Variation of condition 1 on application 11/15328/FUL Former Runway Land Hixon (to allow open storage of vehicles on runway till Nov 16)	Object
	16/24280/FUL Erection of two dwellings Land Between Chase View Farm And Almondbury Puddle Hill Hixon Stafford	Object
019/16	Planning Reports	None
020 /16	Bank Reconciliation:	Done
021/16	Schedule of agreed payments	
	C Gill salary July (Gross). Local Gov act 1972 s111.	£748.96
	C Gill allowance (costs: working from home) - July. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill postage and stamps (12 2nd class stamps (£6.60))	£6.60
	Reimbursement C Gill mileage (22 miles @ £0.45p/mile). Local Gov act 1972 s111	£9.90
	Reimbursement C Gill for school prizes	£83.20
	Reimbursement C Gill for Land Registry plan	£3.00
	C Gill salary August (Gross). Local Gov act 1972 s111.	£748.96
	C Gill allowance (costs: working from home) - August. Local Gov act 1972 s111	£59.50
	Abbey Landscapes - collect and fit 2 benches	£100.00
	Hixon Memorial Hall	£43.20
	Fenns Stationery (ink)	£95.94
	SLCC membership renewal	£131.00
	Acer for grass mowing - June (full amount)	£1,201.97
022/16	Documents Received: PCC Commissioner's People Power Fund poster	

Meeting finished at 10.30 pm.