

**Hixon Parish Council**  
**Minutes of the Meeting of the Council held**  
**on TUESDAY 21st January 2020**



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

Cllr. B McKeown (Chair), Cllr. Mrs C Murdoch, Cllr. Mrs S McKeown, Cllr. Mrs C Finlayson,  
 Cllr. P Hopcroft, Cllr. Mrs H Lunn, Cllr A Murdoch, Cllr. J Carmichael

Members of the public: Five people attended.

Item Ref	Item	Action By
	<b>Open Meeting</b>	Chair
001/19	No Apologies received:	Chair
002/19	Declarations of interest: None	Chair
003/19	The minutes of meeting December 17th 2019 were accepted as accurate.	Chair
063/19	Borough Councillor's reports.	
	<p>Cllr. Alex Brown stated that did not agree with the Borough Council's proposals to build over 2000 houses on the Airfield and that Hixon residents needed to make their feelings known to the Borough Council. He wanted to support Hixon and was prepared to knock on doors to make sure people were informed about what was being proposed. Cllr. McKeown stated that a public meeting was arranged for Saturday February 29th 2-4pm in the Memorial Hall and that the Borough Council would be holding an exhibition in Hixon.</p> <p>Cllr. Alex Brown has agreed to speak in opposition to the 3 applications on the airfield that have been called in, based on the objections/requirements/conditions in the Hixon PC consultation responses. Cllr. Hopcroft will speak for the PC if the Committee Meetings are when the Chair is away, otherwise the Chair will speak.</p>	
008/19	County Councillor's report.	None
004/19	Close meeting for Public Participation.	Chair
	There is still flooding on Lauder Grove - has been reported to Highways and is down as action being taken.	
	Drain at top of Featherbed Lane is blocked again - this drain is reported to Highways on a regular basis and Highways state that it has been cleared. To be reported again.	Clerk
	Whereabouts on the Airfield would these new houses go? - Behind the existing industrial units over towards the A51 and Weston.	-
007/19	Reopen meeting & agree date of next meeting (February 18th 2020).	Clerk
005&6/19	Chair's announcements and Parish Councillor questions.	
	Cllr. Mrs H Lunn asked about the SID devices that we had received information on and confirmation that Highways supported Parish Councils working in conjunction with themselves to paying for and put them in. Could they be included in the Budget? - Yes.	Clerk
	Cllr. Mrs S McKeown mentioned that new dog poo signs (provided by BriStor) had recently been put up but already two were missing from Church Lane.	-
009&10/19	<b>Planning Applications / Reports</b>	
	19/30402/FUL 30 houses off Church Lane	Permit
	19/31291/FUL Selwood - new workshop and site improvements, HQ, Hixon	Permit



Minutes

	Industrial Estate, Church Lane	
	19/31357/HOU Kitchen/summer room extension at The Mount, Grange Barn, Stowe Lane	Permit
	19/30402/FUL Variation of Conditions 2,3,4,5,7,8,9,10 and 14 on application 18/28971/FUL Land Adjacent To 24 The Croft Off (2) Church Lane Hixon Stafford Staffordshire	Permit
	<b>Agenda Items</b>	
055/19	Proposals discussed at Assets Inspection in relation to environmental improvements. Includes grass mowing contract and tree liability report: Cllr. Mrs S McKeown is getting on the with the mowing plans. Update: Prices from 3 contractors tabulated, Cllrs. Hopcroft and Carmichael will examine.	Cllrs. Hopcroft and Carmichael
056/19	Speed and Highway Safety Proposals and Village Gateways Features Update: Has been difficult to find 3 contractors to quote, details now gone out to three, awaiting return of quotes.	Chair/Clerk
097/07	Allotments: Plans for storage areas - Engineers report accepted. Let WFAA know that it is OK to go ahead and that they need to have 2 risk assessments (for the construction of the compost storage area and for its use) and insurance cover in place. Ask for copy of audited accounts as these should have been presented by WFAA Chair at last meeting.	- Clerk
027/19	HPC task groups: No update available.	-
050/19	Situations regarding future of Bank House Pub: Lewis Partnership now will keep lease on Bank House and owners seem receptive to idea of having an ACV on the building.	Cllr. Mrs C Murdoch
039/13	Walk Leaflets: Cllrs. Murdoch need to take new photos - leave until weather improves.	Cllrs. Murdoch
065/17	Welcome to Hixon signs: Chair to get a price for the mock-up of the pillar.	Chair
059/19	Litter Picking: Clerk had prepared letters and can print labels - will be sent out shortly.	Clerk
067/19	Archiving: 4th/5th Jan spent sorting out the documentation stored in the portacabin. Paperwork to be discarded bagged up, rest needs to be in locked filing cabinets, some is confidential. Cllr. Mrs. C Finlayson had suggested that the PC enquire about renting the old Doctor's surgery room in the Memorial Hall, to use as a PC meeting room and secure storage area. Cllr. Hopcroft had had preliminary discussions with the Hall trust's Chair and agreement in principle.	Cllrs.
066/19	Consider items for Budget 2020-2021: Precept was decided at December's meeting. Some adjustments made and some items added to the budget. Budget for Clerk's salary increased, Clerk to calculate NI payments and gratuity figures and amend. Budget agreed and finalised at meeting.	Clerk
069/19	Parish Council involvement in VE Day celebrations in 2020 - Report from the VE Day committee presented and accepted. It was decided that the PC will pay for the commemorative stone, cost will be ca. £250. Chair of Memorial	Clerk



Minutes

	Hall Trust to arrange for invoice to be sent directly to PC for payment.	
071/19	Local Plan Review: Chair has been to a meeting where the new plan was discussed: Hixon is listed as a being a potential site for a very large (>2000 houses). PC has arranged a public meeting on 29th February in the Memorial Hall 2-4pm. SBC Planning have said Hixon will be the one of the places they will hold a drop-in exhibition of their proposals.	-
072/019	In Camera Item regarding land use.	
	<b>Projects, Task Groups, and External Meeting Reports</b>	
054/19	Trent-Sow Parklands and Cannock Chase AONB HS2 Group: The proposed area of woodland at the end of Church Lane (Farley Corner) has met with a refusal from the land owner. Another possible site is on the A51 in Pasturefields by the motel. Chair will take forward. The path linking Ingestre to the showground may be taken up by SCC.	Chair
055/15	IT Group: Report presented and accepted. All documents have been provided to SCC and the new website should be available during February.	-
	<b>Finance / Administration / Legal</b>	
011/19	Bank Reconciliation	Done
012/19	Schedule of Agreed Payments	
	C Gill salary January (Net tax/NI). Local Gov act 1972 s111.	£800.87
	Reimbursement C Gill (costs: working from home) - January. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill mileage (38 miles @ £0.45p/mile). Local Gov act 1972 s111	£17.10
	Reimbursement C Gill stamps 48x2nd class. Local Gov act 1972 s111	£29.28
	Reimbursement C Gill for tree purchase - Church Road open space	£47.94
	TGM Planting tree on Church Road open space (includes stake)	£22.80
	TGM Maintenance of planter on Church Lane	£110.40
	TGM Spring/Autumn maintenance of flower beds	£876.00
	TGM Weed spraying - in Hixon £146.40 and Millennium Green £67.20	£213.60
	TGM Minor Highways Work 2019/2020	£456.00
	Water Plus for car park drainage 1st October to 1st January	111.29
	HMRC for income tax (£5.60) and NI payments (employer £13.72 and employee £11.93) January = £31.25	£31.25
	From Ring-Fenced account, for Allotments	
	Shield Total Insurance for allotment additional public liability insurance 2/2/2020 to 1/2/2021	£100.81
	List of reports: VE Day, Website	
	Correspondence received in mail: Invitation to Mayor's Charity Ball on 7th Feb 2020	

Meeting ended 10.00pm