

Hixon Parish Council
Minutes of the Remote (Zoom) Meeting of the
Council held on Tuesday 20th October 2020



In attendance for all or part of the meeting:

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

Apologies: Cllr. Mrs H Lunn

Members of the public: Twenty nine.

Item Ref	Item	Action By
001/20	No apologies received	Clerk
002/20	Declarations of interest: None	Clerk
003/20	Minutes of meeting September 15th 2020 were agreed.	Clerk
004/20	Borough Councillor's reports.	
	Cllr Alex Brown commented that the number of Covid-19 cases have been rising in Stafford Borough. The prison has had an outbreak and there have been outbreaks elsewhere. Staffordshire is an area of concern (Stafford, Burton and Newcastle are all rising).	Chair
	Cllr B McKeown commented on 3 issues: 1) In July hedges and trees were ripped out along New Road during the bird nesting season. SBC and Police were informed - who should take action? Chief Planning Officer at SBC says it is the Police who should follow up. Police Wildlife Officer contacted again in Sept. - said would follow up but as yet no response back from him.2) The White Paper on Changes to the Planning System. There are serious implications for Hixon etc. Removes many powers that are currently with local; people and authorities. 3) Hixon PC is chasing £16K of section 106 money from 2002 to be spent in Hixon Parish, that HPC only know about last year. This amount was reduced to £8.5K - this money is now being spent in Great Haywood on the A51 and not in Hixon. HPC will probably pursue an FOI request.	
005/20	County Councillor's report.	None
006/20	Close meeting for Public Participation.	
	3 large sections of hedgerow have been removed by the landowner - 2 on Stowe Lane and 1 on Lea Road. Several members of the public asked why and what permission he had to do so, as these were new entrances in the mature hedgerow that had been there for in excess of 30 years and they made adverse comments on what had been done and commented on the adverse visual impact. The landowner, who was at the meeting, maintained that there were 2 existing entrances on to Stowe Lane and he can prove this - he was asked to provide such proof to the Parish Council Clerk. He said the gateways are being reinstated to allow horses that will be in the field to have access to Stowe Lane. The landowner said the hedge removal on Lea Road was to allow lorries and plant to access the caravan park site, where power, water and drainage are being laid on. He will replace the hedgerow, leaving a normal gated access. He said that was a gated access in that section of hedge originally too and will provide the evidence to the PC Clerk. He also said that the other work being done is to tidy-up the caravan site and put in a new	-



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	access to the caravan park from Lea Road, between the sites of the prospective new houses and the Co-op. It will be a cobbled driveway and be an agricultural entrance. The landowner stated that he wanted to work with the village. He said he would provide the PC with information and details of any proposals he had for the land he had purchased, behind the site of the former Green Man pub.	
	A resident mentioned the proposed hedgehog hotels and that there were hedgehogs in the vicinity of the cemetery. The bricks for the base are being stored at the old Green Man site. He asked if the proposed memorial stone could be part of the Welcome to Hixon sign rather than being on the old airfield site.	
007/19	Reopen meeting & agree date of next meeting (November 17th 2020).	Clerk
008/20	Chair's announcements	
	See above in Borough Councillor's reports.	-
	Parish Councillor questions.	
	The stile has been removed from the footpath that starts at the bottom of Greenfields. This had previously been reported to Rights of Way. Suggestion by field owner made that footpath is in wrong place and should be a few metres to the left as viewed from Greenfields. PC do not own that land. PC to meet on site to look at.	Cllrs./Clerk
	Is the amenity vehicle starting collections again? - Not at the moment. Has the PC paid for any visits this year? - No.	-
	Can relevant reports be referenced in minutes e.g. received, agreed, amended, not agreed etc.?	-
009/20	Planning: Applications	None
	Reports	
	Application for a certificate of lawful development to confirm the commencement of permission 15/22518/FUL (start of work on marina site)	Refused
	Agenda Items	
055/19	Update report on Minor works contract: Defer to next meeting, need more context.	Clerk
065/17	Welcome to Hixon signs. To consider alternative location in Church Lane: Site by speed bump considered to have limited visibility. Consider putting sign in wall between school entrance and former Babbage Building. Cllrs. Hopcroft and Mrs C Murdoch to contact owners of wall and try and take this forward.	Cllrs Hopcroft/ Mrs C Murdoch
029/20	Digital mapping update. Free 60 day trial commenced 2 nd September: Looking fairly good, some decisions to make - discuss at informal meeting on Tuesday 27th.	Cllr. Mrs S McKeown
035/20	Tree on Ridgeway Open Space: Update on all tree inspections undertaken during asset inspection: Tree on Ridgeway OS - trim off sufficient so that branches do not clip the house.	Councillors
036/20	Memorial stone to be placed on the airfield (from the Airfields of Britain Conservation Trust (ABCT)): No response from ABCT yet, defer to November.	Clerk



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038/20	To consider arrangements for Christmas Lights switch on: Cost employing the company who put up Stafford's lights likely to be £600 - £1200. Too expensive. Chair to prepare a report. Cllr. Mrs C Murdoch had asked for formal request for any expenditure - there may not be any cost to anyone this year.	Chair
039/20	Best Kept Garden competition update: Best displays against the various categories have been chosen. Cllrs. B McKeown, Carmichael, Mrs. C Finlayson and H Lunn to arrange a virtual presentation event.	Cllrs. B McKeown, Carmichael, Finlayson, Lunn
040/20	Resolution Tracker : Chair to circulate updated version.	Chair
041/20	Vehicles parked long-term on the car park - review options: SBC can impose an order on the car park re parking restrictions as decided by the PC. Chair to follow up with SBC.	Chair
042/20	Consider Highways request for extra verge cutting: Ask Highways if they intend to pay for all the other extra cuts that the PC currently finance or just the extra 2 cuts that Highways propose?	Clerk
043/20	Consider costs of hiring a Road Sweeper for Hixon Parish: £350 + tipping costs + VAT per day. Once full, if we can't find somewhere local for the driver to tip, then the lorry would return to Burntwood to tip and not return to Hixon that day. Tipping charge is around £150. Cllr. Hopcroft to enquire as to whether the tipping is classed as hazardous, look in to whether local tipping is feasible and will write a report. it was queried who in the area had a tipping licence.	Cllr. Hopcroft
044/20	Consider placing meeting Agenda on Facebook: It was agreed to do this.	Chair
045/20	In Camera item: Acquisition of agricultural land for domestic use: Follow up the 3 areas again with Enforcement.	Clerk
046/20	Government White Paper Planning for the Future - Planning consultation response: Chair will circulate ASAP.	Chair
047/20	Consider Minor Highways work: Clerk to send out details again, with some information.	Clerk
048/20	Consider attendance at SLCC training course on website accessibility of documents - Clerk and Cllr. Mrs S McKeown. Cost agreed (if necessary). Cllr. Mrs C Murdoch has some information that may be suitable instead, will send to Clerk.	Clerk/ Mrs. C Murdoch
049/20	Consider getting alternative quotes for grass cutting: need a map and finalise wording. Cllrs. Mrs S McKeown and Hopcroft to finalise.	Cllr. Hopcroft/ Mrs. S McKeown
050/20	Consider getting a quote for the fingerpost to be re-instated at the end of Footpath No. 1 in Bath Lane: SCC should pay for this - send information re FP on ground and line change to Cllr. Francis.	Clerk
	Projects, Task Groups, and External Meeting Reports	
017/20	Hixon Community Sports Pitch Update: Chair is still challenging the HSE re	Chair



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	their comments.	
032/20	Update on Gateways at Pasturefields and Speed Indicator Devices: Have received a quote for supply and installation of gateways in Pasturefields but not made from recycled plastic (aluminium with wooden posts). Ask for quote made from recycled plastic. Also need a quote for installation of SID poles. Clerk to confirm with Highways that they are happy with SID pole sites and use/re-use of existing poles.	Chair Clerk
055/15	New Hixon Parish Council Website Update: As previously stated, the new website went live in July 2020. There is ongoing updating of some of the pages and issues around email addresses.	Chair/Cllr. Mrs S McKeown
014/20	Admin. Group Update; Defer meeting for 2 weeks	Cllr. Mrs S McKeown
051/20	Update on Hixon Community Association activities and plans: information provided on Christmas hampers and proposed activity involving the school - leaflet will be distributed.	Cllr. Mrs C Murdoch
	Finance / Administration / Legal	
010/20	Bank Reconciliation	
011/20	Schedule of Agreed Payments	Cllr Hopcroft, Chair
	C Gill salary October includes backdated pay April to Sept. (Net tax/NI). Local Gov act 1972 s111.	£928.36
	Reimbursement C Gill (costs: working from home) - October. Local Gov act 1972 s111	£59.50
	Reimbursement C Gill mileage (6miles @ £0.45p/mile). Local Gov act 1972 s111	£2.70
	Reimburse C Gill for Zoom plan - from 8th of October	£14.39
	Acer Garden Landscapes September mowing	£767.03
	Water Plus - drainage of car park 4th July to 4th October	£109.79
	TGM for tree watering and Hammonds Croft OS works	£954.00
	Graham Crisp for car park drainage grid installation and materials for bench reinstallation on playing field	£165
	Staffordshire Playing Fields subscription	£20.00
	HMRC for income tax (£32.00) and NI payments (employer £34.68 and employee £22.96) October = 89.64	£89.64
	From Ringfenced account (to current account)	
	Allotment rent & water payment (£1777.79) plus litter picking £50	1827.79
012/20	Correspondence received in mail:	None

Meeting ended 10 pm