INGESTRE WITH TIXALL PARISH COUNCIL

**29 The Crescent**

**Stafford, ST16 1ED**

**Tel: 01785 598434**

Email: [clerk@ingestretixall.staffslc.gov.uk](mailto:clerk@ingestretixall.staffslc.gov.uk)

4 November 2020

**The next meeting of Ingestre with Tixall Parish Council will be held on Wednesday, 11 November 2020 commencing at 7.30pm, when you are summoned to attend. This meeting will take place via zoom:**

<https://us02web.zoom.us/j/87487356546?pwd=WVNBanBob2FzalFIR1RuZys0MTJ0UT09>

**Meeting ID:** 874 8735 6546  
**Passcode:** 859999

**Jill Davies, Clerk/Responsible Financial Officer**

**AGENDA**

**1. To receive Apologies**:

**2. Public Open Session**

**3. To receive Declarations of Interest**

**4. Minutes**

**a.** To approve as a correct record Minutes of a Parish Council Meeting held on 9 September 2020.

**5. Matters to be updated from the Minutes**

**a. 38/20a –** Manager at Orangery has advised that the display board lights are not at the Orangery, therefore, location needs to be established.

**b. 38/20b –** new signatories on Bank Account is progressing.

**c. 38/20c** – flood at Hoo Mill crossroads. No response has been received to letter of complaint letter sent to SCC from Chief Executive and other senior SCC Officers, with the exception of Cllr Francis. Refer to item 6a below.

**d. 39/20a** – Clerk has contacted Severn Trent about the sewage smell at the Crematorium.

**e. 43/20b** – Period of Public Rights ended on 8 October 2020, no requests for access to Parish Council Accounts were received. End of year accounts for 2019/20 have now been fully completed.

**f. 48/20c** – Cllrs Bostock and Lees will complete the light pruning of the trees on Millennium Avenue during November and the weedkiller for the Community Garden at Home Farm Land has been purchased – see item 12a below.

**6. County Cllr and Borough Cllr reports**

**a.** To receive update from Cllr Francis and to discuss the following items:

* Blocked drain, Ingestre Road, Nr Home Farm Court
* Purchase of sandbags/road signs for entrance into Ingestre village
* To discuss flooding at Hoo Mill crossroads

**b.** To receive update from Cllr Beatty and to discuss the following items:

* Payment of Concurrent Allowance to Parish Councils for 2020/21

**7. Planning Matters**

To note decisions made between meetings in respect of the following Applications:

**a. 20/32929/HOU – 12 The Priory, Stafford ST18 0ZH.** No comments or objections received. SBC informed.

**b. 20/33074/PAR – Brancote Farm, Tixall Road, Tixall.** No comments or objections received. SBC informed.

To consider new Application:

**c. 20/33189//FUL – Brancote Farm, Tixall Road, Tixall.** Conversion of Large Barn into 4 no 4-bedroom semi-detached dwellings.

**8. Standing Orders**

**a.**  To review the above and agree formal adoption by the Parish Council. Document will be sent to all Cllrs before meeting for review.

**9. Clerks Report**

**a.** To receive update from Clerk on specific matters and to discuss as required.

**10. Parish Forum**

**a.** To note receipt of Summary Report, as prepared by Cllr Mrs Woodhouse and to discuss Community Recovery issues – what support may the community need and how can the Parish Council help?

**11. Lines of Communication**

**a.** To discuss and agree the appropriate communication channels between the Clerk and Councillors – item requested by Cllr Mrs Woodhouse.

**12. Finance**

**a.** To note accounts paid since last meeting.

**b.** To approve accounts for payment.

**c.** To receive and approve Bank Reconciliation up to and including 31 October 2020, including Bank Statements.

**d.** To receive and approve Risk Management internal control check list.

**e.** To receive and discuss details of proposed Budget for 2021/22 and to update as required. Details will be provided to all Cllrs before meeting.

**f.** To discuss possible donation to Katherine House Hospice and agree amount, if appropriate.

**g.** How to make effective representations to Planning Applications – SPCA training course. To agree Councillor attendance x 2 at a total cost of £60.00.

**13. Village Hall Trustee**

**a.** To discuss and agree the replacement appointee for Cllr A Andrews.

**14. Parish Newsheet**

**a.** To receive feedback from September and October editions.

**b.** To finalise frequency of publication.

**15. Trent Valley Sow Parklands and Cannock Chase AONB HS2 Action Group.**

**a***.* **Canal tow path** – no update available.

**b. Underground water system at Tixall Gatehouse and rebuild/restore entrance to ICE House** – to receive update from Chairman.

**16. Standing items – to receive update/discuss**

**a. HS2** – no update available.

**b.** **HS2 Annual Meeting with District and Parish Councils** – to agree Agenda items and attendance at virtual meeting on 26 November. Email details sent 26.10.20.

**c. HS2 Petition to House of Lords Select Committee, 29 July 2020** – no update has been provided to date following the petition.

**17. Village Matters**

**a. Ingestre – Public Footpath, from Hixon (Footpath 21) to Trent River bridge.** As of 3.11.20, this matter remains unresolved.

**c.** **Tixall –** no items to discuss.

**18. To receive Correspondence**

**a. Public sector survey and public consultation –** independent review on Standards in Public Life. Details will be sent to all Cllrs before meeting for consideration.

**19. Items for the next Agenda**

**a.** To receive details from Councillors

Date of next meeting – 13 January 2021