**MINUTES OF THE MEETING OF INGESTRE WITH TIXALL PARISH COUNCIL**

**on Wednesday, 13 January 2021, at 7.30pm (held via zoom)**

**Present**: Cllrs: Mr Malcolm Sindrey (Chairman), MrNicholas Bostock, Mrs Tric Parrott and Mrs Jane Tinniswood representing Tixall. Mrs Sue Haenelt (Vice Chairman), Mrs Nicola Woodhouse and Mr David Lees representing Ingestre.

**1/21 Apologies:** Received fromSBC Councillor Frances Beatty.

**2/21 PUBLIC OPEN SESSION**

Daniel Cooke – Census Engagement Manager delivered a short presentation to the Parish Council on the upcoming Census for March 2021. Information will be provided to the Clerk, who will arrange for this to be displayed in the Parish, if appropriate, and/or included in the Parish Newsheet.

No members of the public were present.

**3/21 DECLARATION OF INTERESTS**

It was noted that all Councillors present had previously declared an interest in HS2.

No further Declarations of Interest were declared.

**4/21 MINUTES** Minutes of the remote meetings held on 11 November 2020 and 14 December 2020 were approved as a correct record and will be certified by the Chairman as soon as practicably possible.

**5/21 MATTERS TO BE UPDATED from previous meeting**

**a.** Flood at Hoo Mill crossroads– Chairman expressed the dissatisfaction of the Parish Council that the Chief Executive of SCC has not had the courtesy to respond to the Parish Council on this matter. It was noted that work has now started, however, Cllr Francis advised it will be a long and costly process. Chairman indicated that this was now a matter for SCC and SBC to work towards resolving and that the Parish Council could do no more.

**6/21 REPORT FROM COUNTY COUNCILLOR**

**a.** Cllr Francis advised the Council that the necessary works to clear the blocked drains near Home Farm Court, Ingestre will be completed before the end of the financial year and will require a new pipe to be installed into the drain.

**7/21 REPORT FROM BOROUGH COUNCILLOR**.

**a.** Report as provided by Cllr Mrs Beatty was received by the Parish Council, which covered the following items: Coronavirus; SBC Budget; Economic Regeneration and Growth Plan and Local Plan and White Paper Planning.

**8/21 PLANNING MATTERS**

To note decisions made between meetings in respect of the following Applications and any subsequent responses received from the Planning Authority:

**a.** Nothing to note.

New Application received:

**b. 20/33609/TWT – The Dower House, Ingestre Park Road, Ingestre.** TPO 68 1978 (G3): 9 x Limes - Crown lift to 3m and remove basal growth. No comments or objections were made, Clerk to advise SBC accordingly.

**Action – Clerk.**

**9/21 GRASS CUTTING CONTRACT 2021**

**a.** The increased costs for the cutting of Ingestre Community Garden, from £25.00 per cut to £30.00 per cut were noted and accepted for the 2021 season. These costs are met via a separate fund and are not, currently, a cost to residents. Clerk to inform contractor accordingly.

**Action – Clerk.**

**10/21 MEETING DATES 2021-2022**

**a.** The following dates were agreed;

* Annual meeting of the Council will be held on 12.5.2021 and will be followed by a Parish Council meeting;
* Annual Parish meeting has been provisionally arranged to take place on 19.5.2021, subject to COVID-19 restrictions – details will be confirmed in the Parish Newsheet;
* 14.7.2021
* 8.9.2021
* 10.11.2021
* 12.1.2022
* 9.3.2022

It was resolved that meetings will continue to be held remotely, via zoom, until further notice.

**11/21 PARISH COUNCIL POLICY DOCUMENTS**

**a.** It was resolved to approve and adopt the Standing Orders, as amended by the Clerk. These will be added to the Parish Council website, once operational.

**Action - Clerk**

**b.** The DRAFT Financial Regulations were reviewed and will be updated as per discussions. Final copy will be presented to full Council in March for approval and adoption.

**Action - Clerk**

**12/21 CLERKS REPORT**

The Clerk provided an update to the Councillors on the following matters:

**a. Sewage smell at Crematorium** – Severn Trent have advised they have completed their investigations and no issues have been found. It was resolved to advise residents, via the Parish Newsheet, to report any further concerns via the Severn Trent customer helpline.

**b. Parish Council website** – work has commenced with SCC; a draft website is now ready and further updates will be provided in due course.

**c. Public footpath, No.21, Hixon – Ingestre** – as of 11.1.21 no action by SCC Rights of Way team has been taken. Cllr Francis agreed to investigate this matter on behalf of the Parish Council, Clerk to provide details.

**Action – Clerk and Cllr Francis.**

**13/21 FINANCE**

**a. Following Accounts paid since November meeting were noted:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| Katharine House Hospice | Donation as approved at November meeting – S137, Local Govn Act, 1972 | £500.00 | Nil | £500.00 |

**b. Accounts outlined below were approved for payment:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| Clerks salary & expenses | Period covered 1 November – 31 December 2020 | £395.40 | £1.16 | £396.56 |
| HMRC | PAYE for the period 6.9.20 – 5.11.20 | £78.40 | Nil | £78.40 |
| Brocton Parish Council | Agreed contribution for Clerk’s training – internal audit course | £10.00 | Nil | £10.00 |

**c**. It was resolved to approve the budget for 2021/22, with no change to the precept as agreed at the November meeting. Clerk to contact SBC to arrange precept request.

**Action – Clerk.**

**d.** Upgrade in printing plan from 16 December 2020 was noted and approved.

**e.** Attendance of Cllrs Lees and Cllr Mrs Tinniswood on the Be a Better Councillor Training course was approved at a cost of £50.00.

**f.** It was resolved to make a donation of £500.00 to the Parochial Church Council for Ingestre, as previously identified for within the 2020/21 budget.

**Action – Clerk**

**14/21 NEW VILLAGE RESIDENTS**

**a.** It was resolved Cllr Bostock will advise the Clerk of any new tenants and the Lions ‘message in a bottle’ containers will be retained for sharing with interested residents when village events resume.

**15/21 STANDING ITEMS – to receive update/discuss**

**a. HS2** – it was resolved to defer any decisions regarding grant applications until the outcome of Royal Assent is known. Cllr Bostock advised that the Tow Path project is progressing.

**b. HS2** – subject to the outcome of Royal Assent, a working party may be created, represented by the Parish Council and the Church, which the Clerk will administer, in respect of HS2 project work. It was agreed that further discussions will be held once Royal Assent is known.

**c. HS2 virtual Annual Meeting with District and Parish Councils** – report presented by Cllr Mrs Woodhouse and the Clerk was accepted. Cllr Francis commented that large lorries will be using village roads and this will need very careful monitoring. This was noted.

**Action – all Cllrs**

**16/21 VILLAGE MATTERS**

**a. Ingestre –** item deferred to March meeting at request of Cllr Lees. This was accepted.

**b. Tixall** – Report from Cllr Mrs Parrott and the Clerk was received and noted. Clerk advised that the portal link from Openreach still had not been received. Clerk advised that contact had been made with the SCC Superfast Broadband Manager and the Cabinet Member for Environment, Infrastructure and Climate Change, which had resulted in some progress. The Chairman advised that 64 residents had responded to the letter/email, expressing interest. Some residents indicated they were happy with current broadband speed, but will proceed if no cost. It was resolved that Cllr Mrs Parrott and the Clerk will progress the project and update the Council as appropriate.

**Action – Cllr Mrs Parrot and Clerk**

**c. Tixall** – it was resolved that the Parish Council Notice Board at Hanyards Lane will be removed by the Chairman.

**Action - Chairman**

**18/21 TO RECEIVE CORRESPONDENCE**

**a. Thank you letter from Katharine House Hospice** – receipt was noted.

**19/21 ITEMS FOR THE NEXT AGENDA**.

**a.** Replacement of ‘Bostock’ plaque on Millennium Avenue

**b.** Approval and adoption of Financial Regulations

Meeting closed at 21.19 pm