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

**on Wednesday, 9 September 2020 (held via zoom)**

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

**34/20 Apologies:** SCC Cllr Mr John Francis

**35/20 PUBLIC OPEN SESSION**

Mrs Jane Tinniswood declared her interest in the Parish Councillor vacancy for Tixall, which

was considered by all Cllrs present and her co-option onto the Council, with immediate effect

was approved.

**36/20 DECLARATION OF INTERESTS**

Chairman commented that all Councillors present had previously declared an interest in HS2.

No further Declarations of Interest were declared.

**37/20 MINUTES** Minutes of the remote meeting held on 8 July 2020 were approved and signed as a correct record. Minutes of the Extra Ordinary remote meeting held on 25 August 2020 were approved and signed as a correct record.

**38/20 MATTERS TO BE UPDATED from previous meeting**

**a.** Parish Council Display Boards to remain at the Orangery. Location of lights to be established. Clerk is in discussion with the Orangery Manager and will provide an update on this when known.

**Action - Clerk**

**b.** Chairman advised that the new signatory on the bank account is still being progressed.

**Action - Chairman**

**c.** Flood at Hoo Mill crossroads- Letter of complaint, as prepared by the Chairman, was approved by all Cllrs and will be sent to the following: SCC Chief Executive: SCC Leader: SCC Cabinet member for Highways: SCC County Councillor and SCC Strategic Highways Officer. Clerk to arrange.

**Action – Clerk**

**39/20 REPORT FROM COUNTY COUNCILLOR**

**a.** Following update from Cllr Francis was presented by the Clerk:

* Cllr Francis requested the Parish Council establish the landowner of the hedge near to the flood at Hoo Mill crossroads, so that this can be cut back to allow access to jet the drains.
* Traffic lights at railway bridge in Great Haywood will be installed, along with the footpath. This will relieve a very dangerous situation.
* Purchase of sandbags/road signs is being investigated.
* Sewage smell should be investigated by Severn Trent. Cllrs resolved to report this to Severn Trent again.

**Action - Clerk**

* Potholes should be reported via the SCC website. Enquiry numbers requested for follow up – Clerk to provide.

**Action – Clerk**

**40/20 REPORT FROM BOROUGH COUNCILLOR**.

**a.** Cllr Beatty advised:

* All waste disposal tips are now fully open and are being well used. Residents of Tixall Mews all now have their own recycling bins and blue bags and the removal of the recycling bin at the Village Hall is no longer an issue. It was noted that the bins at the Village Hall are in use, despite the Village Hall being closed. Comment was made that the new recycling arrangements are a retrograde step and that more items are going to landfill. Cllr Beatty advised that, she understood all the rubbish was being sorted, however, she will enquire what is happening to plastic bags, in particular.

**Action – Cllr Beatty**

* Civic Amenity visits – these remain postponed for the time being.

**41/20 PLANNING MATTERS**

**a. 20/32528/FUL – Stables, Brancote Farm, Tixall.** Clerk advised that the decision on this application has not been made.

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

**b. 20/32712/TCA – Little Acre, Ingestre Park Road, Ingestre.** Tree works in Ingestre Conservation area. No comments from Parish Council, Planning Authority advised.

**c. 20/32537/T5N** – removal or reduction of lime tree (G7) TPO 593 2015 and Ingestre Conservation area. No comments from Parish Council, Planning Authority advised.

**d. 20/32521/TWT** – felling of 9 lime trees (G1) TPO 257 2002 Ingestre Conservation area. Planning Authority advised of comments from Parish Council which outlined a proposal of pollarding as an alternative. Decision has been granted to the felling of the trees, in the interest of the health and visual amenity of the trees and works must comply with the requirements of the Wildlife and Countryside Act (Schedule 5) and the Conservation Regulations 1994 with regard to bat roots and nesting birds.

**e. 20/32869/TCA** **– Tixall Farmhouse, Great Haywood Road, Tixall.** Tree works in Tixall Conservation area. No comments from Parish Council. Planning Authority advised.

Cllr Beatty left the meeting at 7.55pm.

**42/20 MEMORIAL FOR DR A ANDREWS**

**a.** It was resolved that the Parish Council could not progress this at this time, subject to interest from other parties. Matter is ongoing.

**43/20 CLERKS REPORT**

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

**a. Employer liability insurance** – Clerk advised this was now in place.

**b.** **End of Year Accounts** – Clerk advised Period of Public Rights will end on 8 October 2020 and an update will be provided at the next meeting.

**c. Parish Council website** – Cllrs confirmed their decision to remain with SCC preparing the new template, which it hoped will commence in October and agreed to fund some additional hours for the Clerk to populate it. It was resolved that the website should meet the minimum required standards only, with the option of a link to a new Village Hall website, if required in the future.

**Action – Clerk**

**d. Budget setting for 2021/22** – it was resolved the Clerk will prepare a DRAFT budget for Cllrs consideration in November.

**Action – Clerk**

**e. SBC Parish Forum** – recycling comments as shared with Cllr Beatty, see item 40a above, to be raised. No Cllr available to attend.

**Action - Clerk**

**44/20 FINANCE**

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| Zurich Insurance | Employer Liability cover – additional premium | £56.00 | Nil | £56.00 |
| Sturgess & Moore Ltd (Signs 2000) | Unsafe bridge signs for River Trent bridge | £40.00 | £8.00 | £48.00 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| Clerks salary & expenses | Period covered 1 July – 31 August 2020 | £342.57 | £0.67 | £343.24 |
| HMRC | PAYE for the period 6.8.20 – 5.9.20 | £76.20 | Nil | £76.20 |
| SVS Garden services | Garden services for 8 and 21 July; 3 and 17 August 2020 | £100.00 | Nil | £100.00 |
| Christine Heelis | Internal Audit | £112.50 | Nil | £112.50 |
| Brocton Parish Council | Agreed contribution for Clerks training – Clerks, The Knowledge | £20.00 | Nil | £20.00 |

**c.** Refund from Clerk for printer purchase was noted. Apology contributions from Barclays Bank of £100.00 and £150.00 were noted.

**d.** 2020 NJC Pay Award was noted and approved for payment to Clerk, back dated to 1 April 2020. Arrears of pay, £27.29 (gross) to be arranged for payment in September.

**Action - Clerk**

**45/20 PARISH NEWSHEET**

**a.** Clerk advised Cllrs this will be issued in September, once approved by Cllrs.

**Action – Clerk**

**b.** Frequency of publication was discussed, it was noted that not all residents have internet access – matter ongoing.

**46/20 TRENT VALLEY SOW PARKLANDS AND CANNOCK CHASE AONB HS2 ACTION GROUP**

**a.** Cllr Bostock provided an update to Council following a recent meeting with HS2 Project Lead, Canal & River Trust. Contribution of £106,000 is proposed from HS2 towards towpath improvements in the Tixall area, which is conditional upon the Canal & River Trust bids to HS2 Trent Sow Group and the European Agricultural Fund for Rural Development being successful. Improvements to the tow path, including improved disabled access, will be from Trent Lane to Great Haywood junction, then from Great Haywood junction to Milford Bridge. Contribution of £106,000 will be secured from HS2, to be held by the Parish Council and made available to the Canal & River Trust. Clarity was sought regarding any cost to the Parish Council, Cllr Bostock confirmed that there will be no cost to the Parish Council, however, it is necessary to confirm support for the project, otherwise HS2 will not provide any contribution. HS2 Phase 2a requires Royal Assent and if this is not granted the project will not proceed. All Cllrs confirmed their support for the project. Cllr Bostock requested this approval, via the Minute record, be provided to the HS2 Project Lead, Canal & River Trust.

**Action - Clerk**

**b.** Chairman advised that the ICE House project and underground water system at Tixall Gatehouse should not be led by him, as he is the landowner. It is hoped a project lead can be found from the history group and the Project Manager, from Trent-Sow Parklands and Cannock Chase AONB HS2 Group is looking into this.

**47/20 STANDING ITEMS – to receive update/discuss**

**a. HS2** – Cllr Mrs Haenelt and Cllr Mrs Woodhouse attended a virtual event on funding opportunities from The Community and Environment Fund and The Business and Local Economy Fund. Cllr Mrs Haenelt advised the Council that no funding applications can be made until Royal Assent has been granted and applications that are within 1km of the line have a good chance of success.

**b. HS2 Annual Meeting with District and Parish Councils** – it was resolved that the Clerk will inform all Cllrs of meeting date, as soon as known and also request Agenda items.

**Action - Clerk**

**c. HS2 Petition to House of Lords Select Committee, 29 July 2020** – Cllr Mrs Woodhouse advised the Council that no reports will be issued until all petitions have been heard. The Golf Club delivered their petition on 2 September 2020.

**48/20 VILLAGE MATTERS**

**a. Ingestre – fallen tree at Trent river bridge** – Chairman advised that this is a private matter and no further action will be taken by the Parish Council. All Cllrs confirmed their agreement.

**b. Ingestre – Public Footpath, from Hixon (Footpath 21) to Trent River bridge** – Clerk informed the Council that the matter had been reported to SCC Rights of Way team on 24 August, clear signage requested advising of Public Footpath location and repair to stile, which is dangerous/unsafe. Enquiry has been assessed as eligible for inspection within 20 working days, with resolution or priority lowered within 12 weeks.

**c. Ingestre – Millennium Avenue, Hoo Mill Lane** – it was resolved that Cllrs Bostock and Lees will carry out some light pruning of the trees. It was noted that the Community Garden at Home Farm Land will require weed killer and it was resolved that Cllr Mrs Haenelt will arrange this, cost to be met by the Parish Council from the Home Farm Land funds.

**Action – Cllrs Bostock and Lees**

**Action – Cllr Mrs Haenelt**

**49/20 FUTURE MEETINGS**

**a.** It was resolved that all Cllrs will email the Clerk with their preference.

**Action - all Cllrs**

**50/20 TO RECEIVE CORRESPONDENCE**

**a. Letter from Barclays regarding complaint resolution** – this was noted and accepted.

**b. Letter from NS&I Savings** – it was resolved that all Councillors, who will be authorised to make withdrawals from the account, will sign the Declaration Form. Authorised Councillors are: Cllr M Sindrey, Cllr Mrs Haenelt and Cllr N Bostock. Clerk to send this completed Declaration Form to NS&I.

**Action – Councillors and Clerk.**

**c. Thank you letter from Her Majesty’s Lord-Lieutenant of Staffordshire** – this was noted.

**51/20 ITEMS FOR THE NEXT AGENDA** – no items were raised.

Chairman thanked Cllr Lees for all of his work with the blocked drain at Home Farm Court.

Meeting closed at 9.05pm