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

**on Wednesday, 9 March 2022, at 7.30pm**

**at Tixall Village Hall**

**Present:** Cllrs: Mr Malcolm Sindrey (Chairman), Mrs Jane Tinniswood and Mrs Tric Parrott representing Tixall. Cllrs: Mrs Nicola Woodhouse, Mrs Sue Haenelt (Vice Chairman) and Mr David Lees (arrived at 7.40pm) representing Ingestre. SBC Cllr Mrs F Beatty arrived at 7.55pm.

**10/22 Apologies:** Cllr Mr N Bostock.

**11/22 PUBLIC OPEN SESSION** – no public attended. A Minutes silence was held in respect of the situation in Ukraine.

**12/22 DECLARATION OF INTERESTS**

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

No further Declarations of Interest were declared.

**13/22 MINUTES APPROVED**

**a.** Minutes of the Parish Council meeting held on 12 January 2022 were approved and signed as a correct record.

**14/22 MATTERS TO BE UPDATED from previous meeting**

**a. 6/22c - Parish Precept for 2022/23.** It was noted that the Precept request, as approved at the January meeting has been submitted to Stafford Borough Council.

**15/22 COUNTY COUNCILLOR REPORT**

**a.** SCC Cllr did not attend.

**16/22 BOROUGH COUNCILLOR REPORT**

**a.** Cllr Mrs Beatty provided an update on various matters and her report can be seen at Appendix A.

**17/22 PLANNING MATTERS**

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

**a. 22/35453/TWT – Tixall Farmhouse, Great Haywood Road, Tixall.** TPO 68 1978 Tixall Conservation area. 2 x sorbus: cherry and leylandii (T1 – T4), dismantle as close to ground level as reasonably practical. No comments or objections made; Planning Authority advised 24.1.2022.

**b. 22/35492/LDC – Land off Ingestre Park Road, Ingestre.** Lawful Development Certificate. Existing – retention and continued use as private equestrian facility. No comments or objections made; Planning Authority advised 22.2.2022.

**c. 21/33955/FUL – Little Ingestre House, Ingestre Park Road, Ingestre.** Single storey extension to existing care home with pitched tiled roof. No comments or objections made; Planning Authority advised 3.3.2022.

**New Planning Applications:**

**d. 21/34467/FUL – Brancote Farm, Tixall Road, Tixall.** Barn conversion into one C3 dwelling. It was resolved to submit comments to Planning Authority regarding concerns over safety of access on busy junction, point out possible inaccuracies within consultation

paperwork on Planning Authority website which requires clarification and to request a site visit be arranged by Planning Officer. Comments to be sent to Cllr Mrs Beatty.

**Action - Clerk**

**e. 22/35513/PAR – Brancote Farm, Tixall Road, Tixall.** Conversion of part of agricultural shed to form a 2-bed single dwelling. With adjacent garaging. Comments as above.

**Action – Clerk**

**Cllr Mrs Beatty left meeting at 8.20pm**

**18/22 CIVIC AMENITY VISITS**

**a.** Discussion took place and it was resolved to approve 3 visits: April, June and October. Cllrs to arrange publicity within villages and Clerk to add to Parish website.

**Action – Clerk and Cllrs**

**19/22 PARISH NEWSHEET & PARISH COUNCIL WEBSITE**

**a.** Promotion of Parish Newsheet and Parish Council website was discussed and it was resolved to promote these via a leaflet drop to all residents. Cllrs Lees and Mrs Tinniswood agreed to deliver leaflet. Clerk will draft leaflet for approval.

**Action – Clerk, Cllrs Lees and Mrs Tinniswood**

**20/22 QUEENS PLATINUM JUBILEE**

**a.** It was resolved that discussions will be required with the Village Hall Committee, which can be progressed at the Annual Parish meeting in April. To be added as an Agenda item.

**Action - Clerk**

**21/22 FINANCE**

**a.** Following payment was noted:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| Ingestre PCC | Donation – approved at January 2022 meeting | £600.00 | Nil | £600.00 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| Clerks’ salary & expenses | Period covered 1 – 31 January 2022 and  1 – 28 February 2022  Plus Arrears of pay owing for December 2021 from salary increase, approved in November 2021 | £390.83 | £2.16 | £392.99 |
| Clerks’ salary & expenses | Period covered 1 – 31 March 2022.  Plus Arrears of pay owing from 2021 Pay Award\* | £202.29 | Nil | £202.29 |
| HMRC | PAYE for the period 6.1.22 – 5.3.22 and 6.3.22 – 5.4.22 | £130.60 | Nil | £130.60 |
| Tixall Church | Donation | £368.00 | Nil | £368.00 |
| Parish Online | Annual subscription Jan 2022 – Jan 2023 | £30.00 | £6.00 | £36.00 |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| Staffs Parish Councils Association | Annual subscription 2022 | £143.59 | Nil | £143.59 |

\* Pay Award approved by Council

**c.** Internal Governance checklist was noted.

**d.** Annual subscription payment to Parish Online from January 2023 via Direct Debit was approved.

**Action - Clerk**

**22/22 STANDING ITEMS**

**a.** Clerk provided update following latest discussions with HS2 about canal towpath improvement project. MS Teams meeting took place between HS2 colleagues, Cllr Bostock and Clerk. Final Agreement between HS2 and Parish Council was approved. Cllr Bostock had already confirmed his approval to the Agreement being signed in his absence and remaining Cllrs confirmed their approval. Electronic signatures of Cllr Bostock and Cllr Sindrey to be inserted into Agreement by the Clerk, who will progress the matter to completion with HS2. Grant of £106,000 to be released to Parish Council in new financial year.

**Action - Clerk**

**b.** Record of meeting with Joe Wilson (HS2) that took place on 24.2.2022, as presented by the Clerk, was approved and can be seen as Appendix B. Cllr Mrs Woodhouse informed all Cllrs about the CEF grant application briefing session being offered by Support Staffordshire on 28.3.2022 and encouraged all Cllrs to attend if possible. Clerk to send link to all Cllrs to join briefing, if available.

**Action - Clerk**

**23/22 VILLAGE MATTERS**

**a. Ingestre** – S53 Rights of Way Applications were discussed and it was resolved to take no further action at this stage. It was noted that a lack of support had been received from SCC Cllr Francis on this matter.

**b. Ingestre** – grass cutting for the 2022 season was discussed and it was resolved to remain with current contractor, for 18 cuts during season.

**Action - Clerk**

**c. Ingestre** – storm drain in village and letter from Golf Club was discussed. It was noted that this will be progressed by HS2 in due course, as had been advised by Joe Wilson during meeting on 24.2.2022.

**d. Tixall** – Clerk advised Council that out of 80 letters to Tixall addresses regarding the Broadband project, the position today was that 19 replies had been received, with 9 residents wishing to remain in the scheme and 10 no longer interested. It was resolved to progress the matter further with Cllrs Sindrey and Mrs Parrott after 14.3.2022 (closing date for expressions of interest).

**Action – Clerk, Cllrs Sindrey and Mrs Parrott**

**e. Tixall** – Holdiford Rd. Clerk advised Council that no response had been received from SCC since the meeting in October 2021 and it was resolved to take no further action at present and wait until SCC responded accordingly.

**23/22 TO RECEIVE CORRESPONDENCE**

**a.** Receipt ofthank you letter from Katharine House Hospice was noted.

**b.** Receipt of invite to Mayoress’ Ladies Charity Lunch was noted. Cllr Mrs Woodhouse expressed an interest.

**24/22 ITEMS FOR NEXT AGENDA**

**a.** Details to be provided by Cllrs.

Meeting closed at 9.24pm