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

**on Wednesday, 11 May 2022, at 7. 45pm at Tixall Village Hall**

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

**33/22 Apologies:** Cllr Mrs N Woodhouse.

**34/22 PUBLIC OPEN SESSION** – no public attended.

**35/22 DECLARATION OF INTERESTS**

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

Cllr Bostock declared an interest in Agenda item 7c. Cllr Mrs Tinniswood declared an interest in Agenda item 7b.

**36/22 MINUTES APPROVED**

**a.** Minutes of the Parish Council meeting held on 9 March 2022 were approved and signed as a correct record.

**b.** Minutes of an extraordinary meeting held on 16 March 2022 were approved and signed as a correct record.

**37/22 MATTERS TO BE UPDATED from previous meeting**

**a. 19/22a – Parish Newsheet.** Clerk advised Council that the distribution list had now been increased to 53 recipients.

**38/22 COUNTY COUNCILLOR REPORT**

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

**39/22 BOROUGH COUNCILLOR REPORT**

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

**40/22 PLANNING MATTERS**

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

**a. 21/35302/LBC – Chetwynd House, The Old Stables, Ingestre Road, Ingestre.** Application to remove dividing wall between dining room and kitchen. No comments or objections made; Planning Authority advised 24.1.2022.

**b. 21/35207/LBC – Jasmine, Tixall Mews, Tixall Mews Road, Tixall.** Removal of internal wall. No comments or objections made; Planning Authority advised 22.4.2022.

**New Planning Applications:**

**c. 21/35607/FUL – Tixall Walled Garden, Tixall Village Road, Tixall.** Change of use from ancillary domestic outbuildings to a single residential dwelling including alternations. Considered in conjunction with 21/35068/LBC. Planning Application was discussed and it was resolved to submit the following comments to the Planning Authority: road narrows towards the end, where property is located, thus creating a road safety concern: access for construction vehicles is limited and size of vehicles should be considered: access for residents and emergency vehicles should be maintained at all times during construction and if not possible residents should be provided with advance notice and site visit by SCC Highways recommended, so advice on road safety issues can be fully explored and incorporated into any planning consent that may be given. Clerk to advise Planning Authority accordingly.

**Action - Clerk**

**d. 22/35438/LBC – The Old Stables, Church House, Ingestre.** Retention of unauthorised works carried out for removal of existing wall between 1st floor bathroom and WC to make one large bathroom. No comments or objections made. Clerk to advise Planning Authority accordingly.

**Action – Clerk**

**42/22 CLERKS REPORT**

Clerk provided an update on the following matters:

**a. Canal tow path project** – grant not received from HS2, update will be provided to Council when this has been received. It was discussed that consideration should be given to placing this money in a savings account or similar – it was resolved that the Clerk will look into this and update the Council accordingly. No communication has been received from CRT since early March. Clerk was asked to follow this up.

**Action - Clerk**

**b. End of year Audit 2021-22** – meeting with Internal Auditor has been completed and the Audit has been signed off. Final processes will now be completed.

**Action - Clerk**

**43/22 FINANCE**

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| Clerks’ salary & expenses | Period covered: 1 – 30 April 2022 | £198.43 | £3.67 | £202.10 |
| HMRC | PAYE for the period 6.4.22 – 5.5.22 | £40.60 | Nil | £40.60 |
| SVS Garden Services | Grass cutting at Ingestre community garden on 18.3.22; 31.3.22; 13.4.22 and 28.4.22 | £120.00 | Nil | £120.00 |
| Stafford Borough Council | 2022 Civic Amenity visits x 4 | £353.33 | £70.67 | £424.00 |

**b.** Details of year end expenditure up to 31.3.2022, as presented by the Clerk, were noted and accepted. Cllrs resolved that the Parish Council Accounts for Ingestre and Tixall should be consolidated. Clerk to confirm that this action is acceptable and proceed if appropriate. Council to be kept informed.

**Action - Clerk**

**c.** Exemption from External Review for 2021/22 AGAR was approved.

**d.** The following documentation for the end of year AGAR 2021/22 was received and approved:

(1) Report from Internal Auditor was received and noted.

(2) Annual Accounts for year end 31 March 2022 – approved.

(3) Annual Governance Statement 2021/22 – approved.

(4) Accounting Statements 2021/22 – approved. Clerk provided an update to Council on the need to Re-State the figures for 2020-21, owing to a rounding up error. This has been accepted by the Internal Auditor. This was noted.

(5) Bank Reconciliation for year end 31 March 2022 – received and accepted.

**e.** Receipt of Precept payment was noted.

**44/22 STANDING ITEMS**

**a. HS2 Injunction Notice for trespassers.** Clerk advised Council that a request had been received to place an Injunction Notice in the Parish Notice Boards, which was approved.

**Action - Clerk**

**45/22 VILLAGE MATTERS**

**a. Jubilee celebration** – Cllr Mrs Tinniswood updated the Council on the arrangements for the Jubilee Afternoon in the village hall. Donation of £2.00 to be collected on the day, from non-resdients. Cllrs approved a Parish Council donation of £350.00. Cllr Sindrey advised that this would be matched by the Village Hall. It was resolved that any unspent money would be donated equally between Ingestre and Tixall Churches. Clerk to email all those who registered for the event: to bring cash on the day (if relevant) and to bring the Clerks email as proof of registration. Cllrs will oversee entry and collect the money as required. Village Hall to be decorated.

**Action – Clerk and Cllrs**

**b. Ingestre** – Cllrs discussed the Orangery, following receipt of an email from a resident. It was resolved that the Clerk will follow the matter up with the Chair of the Trustees on behalf of the Parish Council.

c. Ingestre – Cllr Mrs Haenelt advised Cllrs that the bin in the community garden was full of dog poo bags and smelt very unpleasant. A sign has been displayed asking that the bin is not used for dog poo bags, but it is being ignored. After discussion, it was resolved to contact SBC Streetscene to ask if a specific dog poo bin could be provided. Clerk to look into this.

**Action - Clerk**

**d. Tixall** – Clerk provided an update on the Tixall Broadband project, following latest response from Openreach. Due to low numbers of residents still interested in the scheme, it is unlikely that the project remains feasible. Staffordshire is due to be included in the Governments full fibre procurement, known as Project Gigabit. After discussion, it was resolved to take no further action and to provide an update to residents who remained interested, including the Superfast Broadband Manager at SCC and Openreach. Cllr Mrs Parrott queried how area from crossroads at Tixall down to Milford (Holdiford Rd) are at the bottom of upload speeds, when they are close to County town, feels this area has been forgotten. Clerk to raise this with Openreach. Details of Project Gigabit to be provided to Cllr Mrs Parrott.

**Action - Clerk**

**46/22 TO RECEIVE CORRESPONDENCE**

**a.** SBC Annual Council and Mayor Making Ceremony invitation received and noted. No Cllr to attend.

**b.** SBC Online Covid memorial book. It was resolved to place these in the Church for resident to help themselves too.

**Action – Cllr Mrs Haenelt.**

**47/22 ITEMS FOR NEXT AGENDA**

**a.** No items raised.

Meeting closed at 8.55pm