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

**on Wednesday, 10 May 2023, at 8.00pm at Tixall Village Hall**

**Present:** Cllrs: Mr M Sindrey (Chairman), Dr Tric Parrott, Mrs Jane Tinniswood and Mr Keith Palmer representing Tixall. Mrs Sue Haenelt and Mr D Lees representing Ingestre.

**44/23 Apologies:** SBC Cllr Mrs Beatty – meeting clash.

It was resolved to accept the apology received.

Chairman commented on the receipt of the resignations of Nicholas Bostock and Nicola Woodhouse and advised full Council that both have been written too and thanked for their service to the Parish Council, in particular Nicholas, who had been a member of the Parish Council for 40years+. It was noted that Nicholas has agreed to continue to support with the canal tow path improvement project, for which the Parish Council expressed their gratitude.

**45/23 PUBLIC OPEN SESSION** – 2 members of the public attended and the following item was raised:

1. The approach being taken by SCC in relation to the rights of way within the Parish is of significant concern, as SCC appear to be proceeding with the process of adding the routes to the definitive map, based on incorrect information. There appears to be no desire, from SCC, to listen or engage with residents who will be affected by their decisions. SCC are misinterpreting histrorical facts and appear to be basing their decisions without due consideration of the proper factual information. Since the CROW panel met in December 2021 and January 2022, more information is emerging.

Cllr Lees informed the public that, to the best of his knowledge, the letter sent to SCC by the Parish Council, dated 1.12.2021, had not been presented to the members of the CROW panel.

After further discussion, the public enquired if the Parish Council would support the affected neighbours with this matter and it was resolved that the Parish Council would provide support, where it could, with Cllr Lees acting as our representative on this matter.

It was further resolved to request that SCC Cllr John Francis attends a meeting on this matter; to explore the engagement of Sandwell MBC and that any further communications with SCC are directed to the County Solicitor, cc’d to Hannah Titchener and Cllr Francis.

**Action – Clerk and Cllr Lees**

Chairman closed the Public Session at 8.30pm and thanked the members of the public for their attendance and for raising this matter.

**46/23 DECLARATION OF INTERESTS**

Chairman commented that all Councillors present had previously declared an interest in HS2. New Cllr – Keith Palmer will also be required to declare the same interest, which Cllr Palmer confirmed his understanding of. Cllr Dr Parrott declared an interest in Agenda item 7a and Cllr Mrs Tinniswood declared an interest in Agenda item 7c. No other declarations of interest were declared.

**47/23 MINUTES APPROVED**

**a.** Minutes of the Parish Council meeting held on 8 March 2023 were approved and signed as a correct record.

**48/23 MATTERS TO BE UPDATED from previous meeting**

**a. 26/23c – Grant Application to the Community Foundation** – Clerk had advised Cllrs on 23.3.23 that the Application had not been successful.

**b. 30/23a and 31/23a – meeting with SCC on 31.3.2023**.It was noted that matters will be progressed by SCC HS2 colleagues, where possible, in consultation with the Parish Council.

**49/23 COUNTY COUNCILLOR REPORT**

**a.** Cllr Francis did not attend.

**50/23 BOROUGH COUNCILLOR REPORT**

**a.** Cllr Mrs Beatty did not attend.

**51/23 PLANNING MATTERS**

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

**a. 23/37151/HOU – Woodland Grange, Holdiford Road, Tixall.**

Removal of existing sun room and replacement, including extensions to enclose existing roofed areas to form enlarged lounge. Small infill extension to form new entrance, with new porch and extension of existing 1st floor terrace over new entrance, with new access door.The following comments were presented to the Planning Authority for consideration on 31.3.2023:

1. Any reference within the plans to existing or proposed drainage systems within the application cannot be seen.  In light of the proposals, it is felt that some alteration to the current drainage system may be required and should this not be a planning requirement, would it not fall within the remit of building regulation approval?

2.There does not appear to be any plans for the disposal of additional rainwater that will occur from the additional roof areas.

3.Are the foul and rainwater drainage systems combined?

4.Are the current septic tank arrangements adequate for the proposed plans?  It is our understanding that this is beyond the boundary of the site, however, it has been suggested that there may be evidence of foul water erupting on the ground surface, which is near to canal and river and perhaps this should be raised with the Environment Agency?

Clerk informed the Council that the Application had been approved and contained some recommendations from Environmental Health.

The above comments were noted and it was resolved to submit a further comment to the Planning Authority regarding Environmental Health concerns that the Parish Council felt were important. Cllr Lees agreed to prepare the relevant comment.

**Action – Clerk and Cllr Lees**

**New Planning Applications received:**

**b. Proposed Tixall Solar Farm – pre planning consultation.** After discussion, it was resolved to present the following comments to the Project Management Consultants dealing with the Planning Application: the Parish Council is opposed to this proposal because the land to be used is prime agricultural land, which, the Parish Council believes should be retained for agricultural use. No objections to the principles of solar farms, however, not at the expense of the removal of food producing land. No information is available on the recycling of solar products for the future and the land is near to 2 conservation areas. Clerk to present comments accordingly.

**Action - Clerk**

**b. 23/37271/TCA – Tixall Mews, Tixall Mews Road, Tixall.** Tixall conservation area: Limes (G1) – crown lift to 4m to allow more light into gardens and access to view. No objections or comments were made. Clerk to inform Planning Authority accordingly.

**Action - Clerk**

**52/23 CLERKS REPORT**

Clerk provided an update on the following matters:

**a. Home Farm sewage treatment plant** – following a recent meeting, attended by Cllr Lees, it was confirmed that it has been established that the outflow function has been tested and is working well and is within acceptable limits; the plant is emptied 4 times per annum, which is acceptable; it was noted that a vent could be installed to help mitigate the smell however, this is very expensive and as the smell is intermittent it was resolved that no further action could be taken by the Parish Council to help rectify this matter.

**b. Canal tow path project** – progress report was submitted to Joe Rogers – Technical Interface Manager, HS2 on 21.4.2023, as per the Funding Agreement. Work should have started on 2 May; however, Cllrs were not aware of any work happening to date.

**c. Maintenance of grass verge along Ingestre Park Rd** – matter is ongoing, whilst responsibility for maintenance is established. Recent maintenance work appears to have been carried out by residents. Cllr Lees was concerned about the position taken by SCC, at the meeting on 31.3.2023, that they will not be adopting this verge and felt this may impact upon the footpath that was included in the HofL’s Assurance.

**d.** **No Mow May** – this was discussed and the Cllrs resolved not to participate.

**53/23 FINANCE**

**a.** The following payments were noted:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| Stafford Borough Council | Civic Amenity visits - 2023 | £370.00 | £74.00 | £444.00 |
| HP Instant Ink | Monthly printing contract: 16.2.23 – 15.3.23 and 16.3.23 – 15.4.23. Direct Debit payments | £3.74 £3.74 | £0.75 £0.75 | £4.49 £4.49 |
| SPCA | Annual subscription – 2023/24 | £136.52 | Nil | £136.52 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| Clerks’ salary & expenses | Period covered: 1 – 30 April 2023 | £246.23 | Nil | £246.23 |
| HMRC | PAYE for the period 6.4.23 – 5.5.23 | £56.00 | Nil | £56.00 |
| SVS Garden Services | Grass cutting at |Ingestre Community Garden: 28.3.23, 11.4 & 25.4.23 | £90.00 | Nil | £90.00 |

**c.** Authorised signatories on Parish Council bank account was discussed and it was resolved that all Cllrs should be set up as authorised signatories. Clerk to explore if this process could be completed in branch with the Bank, as the telephone method to set up an additional 4/5 signatories was felt impractical. Clerk to keep Council updated on progress.

**Action - Clerk**

**54/23 PARISH COUNCIL ELECTIONS 2023**

**a.** Parish Cllr vacancy at Ingestre was discussed. Cllr Mrs Haenelt advised of an interested candidate who could be co-opted at the July Parish Council meeting, if all Cllrs approved. It was resolved that Cllr Mrs Haenelt will invite the interested candidate to the July meeting.

**Action – Cllr Mrs Haenelt**

**b.** Parish Council email addresses were discussed and it was resolved that all Cllrs will create new dedicated email addresses, exclusively for Parish Council work, by the next Parish Council meeting.

**Action – all Cllrs**

**55/23 STANDING ITEMS**

**No items to discuss**

**56/23 VILLAGE MATTERS**

**a. Ingestre – bridleways around Ingestre /Home Farm Court** – see Minute Ref 45/23 above.

**57/23 TO RECEIVE CORRESPONDENCE**

**No correspondence received**

**58/23 ITEMS FOR NEXT AGENDA**

**a.** No items raised.

Meeting closed at 9.30pm