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

**on Wednesday, 13 September 2023, at 7.30pm in Tixall Village Hall**

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

**79/23 Apologies:** SBC Cllr Frances Beatty, SBC Cllr Karine Aspin – another commitment. It was resolved to accept the Apologies as received.

**80/23 PUBLIC OPEN SESSION**

10 members of the Public attended and the following items were discussed:

**a.** **Ingestre Golf Club** – presentation from Jon Hunt, Architect, International Design Group.

Chairman welcomed Mr Hunt to the meeting and advised residents that as the planning application had not been formally submitted to the planning authority, any comments should be sent to the Golf Club. The Parish Council is currently unable to respond, until a formal planning consultation letter has been received.

Mr Hunt outlined the proposals that will be formally submitted for planning approval in due course. The Golf Club is aiming to safeguard its future and wants to create new/good jobs, reduce its environmental impact, and maintain the Club as a community asset.

The Planning proposals are:

* On course toilet blocks
* Clubhouse extension/alterations
* Greenkeepers maintenance shed extension

The toilet blocks will be wheelchair accessible.

The Clubhouse alterations will improve the aesthetics, will be modern and will include a new cafe. Will allow for the upstairs space to be used as a future space as/when needed. More overflow parking will be created.

The Greenkeepers maintenance shed will be screened from view and will be 472 sq. metres.

2 Planning applications will be submitted: the Greenkeepers shed and the Clubhouse extension/alterations, including the on-course toilet blocks.

Chairman thanked Mr Hunt for his presentation.

Several members of the Public left the meeting, 4 remained.

**b. HS2 Engagement and Interface Manager** - Margaret Kirkland. Chairman welcomed Ms Kirkland to the meeting. Ms Kirkland advised she is currently on secondment from Phase 2B and will not be in the role long term. It was noted that there is currently a 2-year pause, environmental works have finished, maintenance work is now taking place – hedgerow, etc. Pause is an opportunity to re-develop designs; work continues with land acquisition programme; expectation that design & delivery partner will be on board by November 2023 and work will be handed over to them at that time.

Chairman declared an interest – owns sporting rights on Golf Club. Compulsory purchase made, but no money received. Wood owned by Chairman, also purchased and no money received. Cllr Mrs Haenelt advised of another landowner, who has had land compulsorily purchased but not received any money. Ms Kirkland agreed to look into these matters.

**Q.** What is the policy for the sale of empty houses? Is the policy to buy properties but not allow any to be sold? Cllr Mrs Haenelt believes a property at Hoo Mill has been sold to the tenant, is this correct? Ms Kirkland was surprised at this and agreed to investigate the policy and the particular property at Hoo Mill and provide an update to the Parish Council.

School House property was discussed – Ms Kirkland provided an update on the property, which has a roof leak, damp ingress and repairs are currently being considered.

**Q.** Why rent this property, why not sell it? Ms Kirkland agreed to investigate this and provide a response.

**Q.** Ingestre Park Road – 2 wide verges have been created. SCC have advised the Parish Council; they are not and will not be responsible for these verges, so who is and what about future maintenance?

Ms Kirkland advised that the verges are currently owned by HS2 and will be transferred to the Golf Club in October. HS2 will pay the Golf Club to maintain the verges and once HS2 is completed, the verges will pass to SCC for ongoing maintenance.

**Q.** Hoo Mill crossroads – weeds and grass have become very overgrown; visibility is poor and needs regular maintenance.

**Q.** Lion Lodges. 2 properties unfit for habitation and require significant upgrade. In a conservation area, treated as a priority and need to demonstrate affordability for upgrade. Ms Kirkland believes this is achievable in this current financial year. This does need to be approved and if not approved, e.g., not economically viable, they will remain empty.

Ms Kirkland agreed to follow up the matters raised and provide responses to the Clerk.

Chairman closed Public Session at 8.15pm and thanked Ms Kirkland for attending the meeting.

**81/23 DECLARATION OF INTERESTS**

**a.** Previously declared interest in HS2, by all Cllrs, was noted.

No other declarations of interest were declared, with one exception – see Agenda item 80/23b above.

**82/23 MATTERS TO BE UPDATED from previous meeting**

**a. 67/23f – Ingestre Manor Lodge, Ingestre Park Road, Ingestre (23/37674/LDC).** It was noted that the Application currently remains unresolved by the Planning Authority.

**b. 68/23c – Bank signatories.** Matter remains ongoing with Barclays Bank. See Minute Ref 86/23a for more details.

**c. 73/23a – shrub/tree growth, bridge over River Trent.** SCC have advised unable to action, limited action due to bird nesting season. If problem remains in Autumn report again for further review. This was discussed, Cllrs felt the response from SCC was not satisfactory and it was agreed to report the matter again, Cllr Palmer agreed to take some photos for the Clerk to submit to SCC.

**Action – Cllr Palmer and Clerk**

**83/23 COUNTY COUNCILLOR REPORT**

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

**84/23 BOROUGH COUNCILLOR REPORT**

**b.** Cllr Frances Beatty and Cllr Karine Aspin did not attend. Newsletter provided by Cllr Frances Beatty was reviewed. Solar Energy Schemes and response provided by Cannock Chase AONB team was noted. Clerk raised matter of SBC Annual Parish Forum, was this of value to the Parish Council? After discussion, it was resolved that it was currently of little value, as matters of concern were raised directly with Ward Cllr. Clerk will inform SBC accordingly. Local Plan consultation, due out from October to December was noted, as there may be implications for the villages.

**Action - Clerk**

**85/23 67/23 PLANNING MATTERS**

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

**a. 23/37621/FUL – Land North of Lower Hanyards Farm, Hanyards Lane, Tixall.** Installation of a 49.5MW Solar Energy Scheme. To discuss and agree which Cllr will represent Parish Council at Planning Committee hearing – date to be determined. It was resolved that Cllr Mrs Tinniswood will act as the Parish Council representative at the Planning Committee hearing. Clerk to inform Cllr Mrs Beatty accordingly.

**Action – Clerk, Cllr Mrs Tinniswood and Cllr Mrs Beatty**

**New Applications received:**

**b. 23/37893/TCA – Land at Home Farm Court, Ingestre.** Silver Birch – removal of tree and stump. No comments or objections were raised and the Clerk will inform the Planning Authority accordingly.

**Action - Clerk**

**c. 23/37762 TCA – The Old Rectory, Tixall, Stafford.** Willow – pollard, Willow – removal and Beech – removal. No comments or objections were raised and the Clerk will inform the Planning Authority accordingly.

**Action - Clerk**

**No formal Planning consultation has been received:**

**d. The Vale, Tixall Village Road, Tixall.** To consider planning details provided by resident, in advance of the formal consultation from SBC Planning Authority. Details sent to all Cllrs, via email, on 8.9.2023. After consideration, it was resolved to wait until formal consultation notification is received from Planning Authority.

**86/23 CLERKS REPORT**

Clerk provided an update on the following matters:

**a. Bank signatories.** Matter remains ongoing. Barclays have recently advised Parish Council account was incorrectly set up as a Charity, which is being amended to a Local Government account and until this process has been completed, signatories on the account cannot be updated.

**Action - Clerk**

**b. AGAR 2022/23.** Now complete and all publication requirements, as outlined by the Accounts and Audit (England) Regulations 2015 were complied with on 13.9.2023.

**c. Canal Tow Path.** No further update has been received from CRT since 27.7.2023. No request for any payment has been received to date. Cllr Mrs Tinniswood commented that it appeared the materials being used were of a poor quality. After discussion it was resolved to contact Nicholas Bostock for an update.

**Action - Clerk**

**d. Poppy Wreaths.** Agreement was given for the purchase of 2 poppy wreaths from British Legion, for delivery to the Chairman. 2 separate invoices, one for the Parish Council and one for Ingestre Church.

**Action - Clerk**

**e. Budget Planning 2024/25.** Cllrs Dr Parrott and Mrs Tinniswood to support the Clerk with this process and meeting arrangements to be made. Cllr Lees to carry out mid-year review of Accounts, Clerk to arrange with Cllr Lees.

**Action – Clerk, Cllrs Dr Parrott, Mrs Tinniswood and Mr Lees.**

**f. Clerks Annual Performance Review.** To be progressed by Cllrs Dr Parrott and Mrs Tinniswood. Clerk to arrange meeting date.

**Action – Clerk, Cllrs Dr Parrott and Mrs Tinniswood.**

**g. Flooding at Crematorium crossroads.** Item raised by Chairman. After discussion, it was resolved to report matter to Severn Trent, SCC Highways and to inform SCC Cllr Francis.

**Action – Clerk**

**h. Chaserider bus 826/828.** Item raised by Cllr Mrs Haenelt. Bus is no longer stopping at Ingestre/Hoo Mill crossroads. Clerk updated Council, following contact with Chaserider – ‘hail and ride’ facility operates the whole of Tixall Lane and if residents wait in a safe place, put arm out, bus will stop at that place. It was resolved to include this information in the next Parish Newsheet.

**Action - Clerk**

**87/23 FINANCE**

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| HP Instant Ink | Monthly printing contract: 16.6.23 – 15.7.23 and 16.7.23 – 15.8.23. Direct Debit payments. | £3.74  £3.74 | £0.75  £0.75 | £4.49  £4.49 |
| Mrs K Squires | Internal Audit fee 2022/23 | £150.50 | Nil | £150.50 |
| Bradbury Rise Stores | 16 x 2nd class stamps | £13.60 | Nil | £13.60 |

**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 2023 | £464.10 | Nil | £464.10 |
| HMRC | PAYE for the period 6.7.23 – 5.9.23 | £112.00 | Nil | £112.00 |
| SVS Garden Services | Grass cutting at Ingestre Community Garden 11 & 24.7.23, 7 & 23.8.23. 6.9.23. | £150.00 | Nil | £150.00 |
| SPCA | Training Course – Cllr Fundamentals 23.5.2023 | £30.00 | £6.00 | £36.00 |

**c.** AGAR 2022/23. Clerk provided update and advised Council that external Audit process had been completed. Notices had been added to the Parish website and displayed in Parish Notice Boards.

**88/23 VILLAGE HALL TRUSTEE**

**a.** Details of Village Hall Trustees was updated accordingly.

**89/23 STANDING ITEMS**

**a.** HS2 – see Minute Ref 80/23b above.

**90/23 VILLAGE MATTERS**

**a. Countryside and Rights of Way.** Cllr Lees informed Council that residents had written to SCC’s Hannah Titchener in July 2023; no reply received. Email acknowledgement has now been received, once matter was chased up by residents. No information has been received regarding submissions by the Golf Club or Sandwell MBC. Cllr Lees referred to meeting of SCC’s CROW Panel on 11.8.2023, regarding decision to grant Delegated Powers to speed up process for making Orders to add public bridleways onto the Definitive Map of Public Rights of Way. It was noted this would apply to bridleways affected by HS2 and to those that have already been a subject of Court proceedings. After discussion, it was resolved to seek to establish, with SCC, if any of the bridleways in the Parish will be affected by this decision and if the Parish will be notified. Clerk to contact SCC accordingly.

**Action - Clerk**

**91/23 TO RECEIVE CORRESPONDENCE**

**a.** Mayor’s Charity Appeal 2023/24 – Ladies Charity Lunch, 24 October 2023. Response date is 5.10.23 should anyone wish to attend. Noted, no interest.

**b.** SPCA AGM – 30.10.2023, 7pm. Meeting papers provided to all Cllrs via email. Noted. Clerk to send apologies.

**Action - Clerk**

**c.** Stafford Borough Planning Application Validation criteria. Formal consultation has commenced, ending on 8.11.2023. To consider and agree comments, if any, for submission. Details sent to all Cllrs, via email, on 8.9.2023. No comments presented.

**92/23 ITEMS FOR NEXT AGENDA**

**a.** No items raised.

Meeting closed at 9.11pm