INGESTRE WITH TIXALL PARISH COUNCIL

 **29 The Crescent**

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3 January 2024

**The next meeting of Ingestre with Tixall Parish Council will be held on Wednesday, 10 January 2024 commencing at 7.30pm, when you are Invited to attend. This meeting will take place in Tixall Village Hall.**

**Jill Davies, Clerk/Responsible Financial Officer**

**AGENDA**

**1. To receive Apologies**:

**2. Public Open Session**

**3. To receive Declarations of Interest**

**4. Minutes**

**a.** To approve as a correct record Minutes of a Parish Council Meeting held on 8 November 2023.

**5. Matters to be updated from the Minutes**

**a. 100/23c – 23/38128/LDC PP, Dower House, Ingestre Park Road, Ingestre.** SBC Planning Authority were advised of Cllrs continued concerns on 19.11.2023.

**b. 100/23d – 21/34467/FUL, Brancote Farm, Tixall Road, Tixall.** No comments or objections raised by Cllrs, SBC Planning Authority were advised on 19.11.2023.

**6. County Cllr and Borough Cllr reports**

**a.** To receive update from Cllr Francis.

**b.** To receive update/Newsletter from Cllr Mrs Beatty and to discuss as required.

**7. Planning Matters:**

To note decisions made between meetings in respect of the following Applications: Not applicable.

**New Applications:**

**a. 23/38272/LBC – Tixall Walled Garden, Tixall Village Road, Tixall.** Variations of Conditions 2: (Plans) 3: (Roof materials) 6: (Windows and Doors) on Application 21/35068/LBC – Change of use from ancillary domestic outbuildings to a single residential dwelling including alterations. Details sent to Cllrs via email on 17.12.23.

**b.** **23/38273/FUL – Tixall Walled Garden, Tixall Village Road, Tixall.** Variations of Conditions 2: (Plans) 3: (Roof materials) 6: (Windows and Doors) on Application 21/35067/FUL. Change of use from ancillary domestic outbuildings to a single residential dwelling including alterations – in conjunction with Application 21/35068/LBC. Details sent to Cllrs via email on 17.12.23.

**8. Clerks Report**

**a.** To receive update from Clerk on specific matters and to discuss as required.

**9. Financial Regulations**

**a.** To review the above, as advised by Internal Auditor, and adopt updated version. Details emailed to Cllrs on 3.1.2024.

**10. Civic Amenity visits 2024**

**a.** To receive details of costs for 2024 and to agree number of visits/dates for 2024. Proposed dates for 2024 are: 6 OR 13 April and 5 OR 12 October. Costs for 2024 will be just under £400 (NET), if no changes are made (2 x 1 hr at each site, on both days; total of 4 hrs) – this has been accommodated within the budget.

**11. Finance**

**a.** To approve accounts for payment, including payment of arrears owing to Clerk from 2023 Pay Award, back dated to 1.4.2023.

**b.** To receive and approve Bank Reconciliation, as at 30.11.2023 and 31.12.2023.

**c.** To finalise Budget for 2024/25 and Precept request.

**d.** To discuss and approve appointment of Internal auditor for 2023/24.

**12. Meeting dates 2024-25**

**a.** To review and agree meeting dates proposed by Clerk.

**b.** To discuss and agree date for Annual Parish meeting, which must take place between 1 March and 1 June 2024.

**13. Standing items – to receive update/discuss**

**a.** HS2 – to discuss extending invitation to HS2 and to agree dates, considering communication received on 20.11.23.

**b.** HS2 – to discuss Phase 2a Highways sub group meeting and agree any relevant Agenda items. Details were emailed to all Cllrs on 13.12.23.

**14. Village Matters – to discuss/agree actions**

**a.** To discuss damaged fence at Ingestre Community Garden and agree any actions.

**15. To receive Correspondence:**

**a.** To receive request for feedback from SPCA for review of service provided.

**b.** Community Bus – details provided by Community Link Stafford & District.

**c.** Mayor’s Charity Appeal 2023/24, Quiz Night – 25.1.2024.

**d.** ABBA Tribute Night, in aid of Mayor’s Charity Appeal 2023/24 – 1.3.2024.

**16. Items for the next Agenda**

**a.** To receive details from Councillors

**Date of next meeting: 13 March 2024**