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

**on Wednesday, 13 March 2024, at 7.30pm in Tixall Village Hall**

**Present:** Cllrs: Mr Malcolm Sindrey (Chairman), Mrs Jane Tinniswood, Dr Patricia Parrott and Mr Keith Palmer representing Tixall. Cllrs D Lees and Mrs Judy Eccleshall represented Ingestre.

SBC Cllr Ms K Aspin.

**18/24 Apologies:** Vice Chairman Cllr Mrs S Haenelt – illness. SBC Cllr Mrs F Beatty. It was resolved to accept the Apologies as received.

**19/24 PUBLIC OPEN SESSION**

No members of the Public attended.

**20/24 DECLARATION OF INTERESTS**

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

**21/24 MINUTES APPROVED**

**a.** Minutes of Parish Council meeting held on 10 January 2024 were approved and signed as a correct record.

**22/24 MATTERS TO BE UPDATED from previous meeting**

**a. 10/24 – Financial Regulations.** Updated copy has been added to the Parish website.

**b. 12/24d – Precept 2024/25.** Request was submitted to SBC on 11.1.2024.

**c. 12/24e – Appointment of Internal Auditor for 2023/24.** Appointment was confirmed on 5.2.2024.

**23/24 COUNTY COUNCILLOR REPORT**

**a.** Cllr J Francis did not attend. Road traffic signs in Tixall were discussed. Clerk updated Council on response received from SCC Community Highway Manager – Richard Rayson, dated 8.3.2024. This response clarified replacement posts will be replaced on a like for like basis, i.e. timber posts, to maintain status with other posts in Tixall. Cllr Sindrey stated he had carried out a review of the signage in the village of Tixall and identified 7 signs that had grey metal posts and 1 sign that had a new black metal post, which may have been knocked over and recently replaced. Cllrs remain unhappy with response provided by SCC and are of the opinion that the speed limit of 30mph is not clear through the village, in addition, missing, fallen over and obscure signs need to be addressed. It was also noted, that the HGV sign, as you enter the village of Tixall, is not located in the correct location as HGV drivers are seeing it too late. It was resolved to raise the matter again with Richard Rayson and Cllr Francis, as Cllrs continue to feel this is a road safety issue for the village.

**Action - Clerk**

**24/24 BOROUGH COUNCILLOR REPORT**

**a.** Cllr Ms Aspin provided an update on constituency boundaries – Ingestre and Tixall Parish will be in Stone and Great Wyrley constituency. Both SBC and SCC have agreed the maximum council tax increases from 1 April 2024, i.e. 2.99% for SBC and 4.99% for SCC.

**25/24 PLANNING MATTERS**

**Planning Appeal received:**

**a. 22/36775/HOU – 5 Home Farm Court, Ingestre.** Application for the erection of an outbuilding has been refused by SBC Planning Authority – considered not being able to achieve an acceptable and sustainable development. Cllr Lees commented that he believes the objection may have been lodged by the SBC Conservation Officer and the design does not appear to have been materially changed. Cllr Mrs Eccleshall stated there may be restrictions in existence for the properties at Home Farm Court. It was resolved no further comments to be submitted and Clerk will advise Planning Authority accordingly.

**Action – Clerk**

**New Planning Application received:**

**b.** **24/28757/TCA – 6 Home Farm Court, Ingestre.** Ingestre Conservation Area: Hornbeam – Fell due to low amenity and partial obstruction of neighbour’s tree. No comments or objections were received from Cllrs and Planning Authority were advised on 7.3.2024.

**26/24 CLERKS REPORT**

Clerk provided an update on the following matters:

**a. Planning Application Validation criteria – December 2023.** Work ongoing with SCC to get details added to Parish website.

**Action - Clerk**

**b. Formal complaint, Barclays Bank and new Bank Signatories.** Complaint investigation completed and upheld, £100.00 compensation awarded for distress and inconvenience. After discussion, Cllrs agreed this should be paid into the Barclays Savings Account.

**Action – Clerk**

New signatories are now all live on the account.

**c. Parish Council meeting dates 2024-25.** All now added to Parish website. Annual Parish meeting will take place on 10.4.2024.

**d. Sign for bin lorry visits in Ingestre.** Cllr Mrs Tinniswood has progressed this matter and sign has been ordered, will be displayed in time for next bin lorry visit – 13.4.2024. Invoice to be provided for payment.

**e. Road signs in Tixall.** See Minute Ref 23/24a above.

**27/24 ANNUAL PARISH MEETING – 10.4.2024**

**a.** Agenda for Meeting, as presented by the Clerk, was approved. Clerk to provide speaker with copy. Cllr Palmer confirmed Report for Village Hall will be available.

**Action – Clerk**

**28/24 GRASS CUTTING CONTRACT - 2024**

**a.** After discussion, Cllrs approved to offer contract to current grass cutting contractor for 2024 season. It was noted, no price increase has been applied. Clerk to progress this as necessary.

**Action – Clerk**

**29/24 FINANCE**

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| HP Instant Ink | Monthly printing contract: 16.12.24 – 15.1.24 and 16.1.24 – 15.2.24. Direct Debit payments. | £3.74£3.74 | £0.75£0.75 | £4.49£4.49 |
| Parish Online | Annual Subscription Jan 2024 – Jan 2025. Direct Debit payment. | £30.00 | £6.00 | £30.00 |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| WH Smiths | 16 x 2nd class stamps – Debit card payment | £12.00 | Nil | £12.00 |
| Harveys, Stafford | Key cut (x 2) for Parish Council filing cabinet – Debit card payment | £6.33 | £1.27 | £7.60 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Paid to:** | **Details:** | **Net Amount** | **VAT** | **Total Paid** |
| Clerks Salary & expenses | Period covered 1 January – 29 February 2024 | £493.92 | Nil | £493.92 |
| HMRC | PAYE for the period 6.2.24 – 5.4.24 | £181.20 | Nil | £181.20 |
| Clerks Salary & expenses | Period covered 1 – 31 March 2024 | £247.30 | Nil | £247.30 |

**c.** Earmarked Reserves for 2023/24 were approved for year-end as follows: **1.** Asset Maintenance Fund – transfer £50.00 to Fund, total Fund will be £600.00, **2.** Election Fund – no change, Fund remains at £1439.16. **3.** Grass Cutting/General Maintenance Fund – transfer £100.00 to Fund, total Fund will be £135.00, **4.** Home Farm Land Fund – no change, Fund remains at £1329.23 following expenditure incurred during 2023.

**d.** Church donation requests were discussed and the following was agreed: Tixall Church to receive £278.15 and Ingestre Church to receive £500.00, donations remain within approved Budget for 2023/24.

**e.** Transfer of funds (£1026.04) from Ingestre Festival Committee, which has now been dissolved, to Parish Council was discussed and it was noted that expenditure should be for the benefit of Ingestre residents/Parish, subject to approval. Cllr Mrs Eccleshall to clarify process for transfer of funds and expenditure approval, as this is unclear.

**Action – Cllr Mrs Eccleshall**

**30/24 RISK ASSESSMENT/LITTER PICKING**

**a.**  Litter Picking Risk Assessment was reviewed and updated, following discussion.

**Action - Clerk**

**b.** Schedule of Cllrs and volunteers was discussed and updated. Cllrs Dr Parrott and Mrs Eccleshall requested litter bags – Clerk to arrange.

**Action - Clerk**

**31/24 STANDING ITEMS**

**a.** HS2 – update received from Margaret Kirkland, Community & Stakeholder Engagement, was discussed. It was resolved to add details to Parish website for residents’ information.

**Action - Clerk**

**32/24 VILLAGE MATTERS**

**a.** Damaged fence to Ingestre Community Garden was discussed. Details of replacement works were received and noted. Cllrs discussed other options, it was resolved to take no action, at this stage, pending further considerations. Matter to be considered again in May.

**Action - Cllrs**

**b.** Cllr Mrs Eccleshall raised concerns again about speeding along Ingestre Park Road, why is there no speed limit in place? It is very dangerous with increases in traffic. It was noted that enforcement of a 30mph speed limit would be difficult. After further discussion, it was resolved to raise concerns with SCC Community Highways Manager – Richard Rayson to explore if a speed limit along Ingestre Park Road could be put in place.

**Action – Clerk**

**c.** It was noted that the signalisation works along Holdiford Road, Tixall will commence from 25.3.2024 until 3.5.2024. The road will be mainly closed whilst works are being carried out, however, it may be possible for some periods of road opening to be put in place, as the progression of works allow.

**d.** Cllrs believe that the overgrown shrubs on bridges at Holdiford Road will be removed during signalisation works.

**33/24 TO RECEIVE CORRESPONDENCE**

**a.** Free portrait of His Majesty the King was approved.

**Action - Clerk**

**b.** Invitation to Cannock Chase National Landscape Annual Conference on 25.4.2024 in Hednesford was received and noted.

**34/24 ITEMS FOR NEXT AGENDA**

**a.** Community Garden Fence – all Cllrs

**b.** Speed limit Ingestre Park Road – Cllr Mrs Eccleshall

Meeting closed at 20.58 pm