

SWINFEN AND PACKINGTON PARISH COUNCIL

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Our Ref: JM

06 November 2019

To: All Members of the Parish Council

Dear Councillor

You are hereby summoned to attend the Meeting of the Parish Council to be held in the **Conference Room 1, Conference Centre, HMP Swinfen on Wednesday 13 November 2019 commencing 7.00 p.m.** at which the business set out below will be transacted.

Yours sincerely

Jayne Minor

Jayne Minor (Ms)
Parish Clerk

AGENDA

PUBLIC FORUM

A maximum of 15 minutes will be allocated prior to the commencement of the meeting when members of the public may put questions/comments on any matter in relation to which the Parish Council has powers or duties which affect the area (see notes at the end of the Agenda).

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST AND DISPENSATION

To receive declarations of any personal or prejudicial interest under consideration on the Agenda in accordance with the Parish Town Councils (Model Code of Conduct) Order 2007.

3. MINUTES

To approve as a correct record the Minutes of the Meeting of the Parish Council held on 18 September 2019 [Minute Nos. 27-35] (ENCLOSURE).

4. CHAIRMAN'S ANNOUNCEMENTS

5. THE HIGH SPEED RAIL PLANS

Members are requested to debate the up to date position relating to the High Speed Rail Plans.

6. SCHEDULE OF PAYMENTS TO DATE

Members are requested to receive and note the schedule of payments to date (**ENCLOSURE**).

7. BUDGET

Members are requested to receive and note the Parish Clerk's report detailing Actual to Date figures and the Estimated Actual forecast for the financial year ending March 2020 (**ENCLOSURE**).

8. 2020/2021 PRECEPT ON LICHFIELD DISTRICT COUNCIL

Members are requested to agree and approve the level of Precept to be declared on Lichfield District Council.

9. EXCLUSION OF THE PRESS AND PUBLIC

The Chairman will move:

That under the Public Bodies (Admissions to Meetings) Act 1960 (Section 2) (and as expanded by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

10. PARISH CLERK'S SALARY

Members are requested to approve the payment of the Parish Clerk's October and November 2019 salary (**PINK ENCLOSURE**).

11. DATE AND TIME FOR NEXT PARISH COUNCIL MEETING

The next Parish Council meetings will be held on Wednesday 15 January 2020; 11 March 2020 and 20 May 2020.

PUBLIC FORUM SESSION AT PARISH COUNCIL MEETINGS

Residents of Swinfen and Packington Parish Council have an opportunity to speak at each Parish Council meeting:

- 1. The Public Forum session will usually be the first item on the Agenda.*
- 2. The Public Forum will last up to 15 minutes and members of the public can ask the Parish Council a question (or make a statement).*
- 3. Your statement or question must relate to a matter of special relevance to Swinfen and Packington or within the responsibility of the Parish Council.*

MINUTES OF THE SWINFEN AND PACKINGTON PARISH COUNCIL ANNUAL MEETING HELD AT
THE CONFERENCE ROOM 1, CONFERENCE CENTRE, HMP SWINFEN ON
WEDNESDAY 18 SEPTEMBER 2019 COMMENCING AT 7.00 PM

PRESENT

Councillor R Barnes in the Chair
Councillors Armstrong, Dyott, Loescher and Mrs Pope

In attendance:

Ms J Minor, Parish Clerk

PARISH FORUM

No members of the public were present.

27. APOLOGIES FOR ABSENCE

None as all Members were present.

28. DECLARATIONS OF INTEREST

Councillor Armstrong declared a disclosable pecuniary interest in Planning Application 19/01205/FUH - Evergreen, Packington Lane.

Councillor Mrs Pope declared a disclosable non pecuniary interest in Planning Application 19/01205/FUH – Evergreen, Packington Lane.

29. MINUTES

RESOLVED That the Minutes of the Meeting of the Parish Council held on 10 July 2019 [Minute Nos. 15-26] as circulated, be approved as a correct record and signed by the Chairman.

30. CHAIRMAN'S ANNOUNCEMENTS

Packington Hall

The Chairman informed Members that the re-development of the site was rolling on slowly and that he had received a text message from Mike Strurdy informing him that machinery and diggers would be on site on Monday 16 September 2019 [excavating and clearing out the remediation required for the build] and hopefully breaking ground mid-October 2019.

Swinfen Prison

The Chairman informed Members that a Prison Warden had resigned two weeks ago due to nine knife attacks on staff.

St Mary's Church, Weeford

The Chairman made reference to St Mary's Church in Weeford and in particular to the Reverend Dr Jason Phillips who had recently been upsetting the parishioners. The Chairman stated that funds which had been left by a parishioner for the kitchen had been used elsewhere.

31. THE HIGH SPEED RAIL PLANS

The Chairman informed Members that former Councillor, John Barnes, had recently met HS2 representatives who had agreed to take over all of Packington Moor and outbuildings by 30 December 2019. HS2 representatives stated that they intended to turn the site into a storage area.

Councillor Loescher pointed out that he did not think Packington Moor was designated as a compound in the Hybrid Bill for HS2 and planning permission was for agricultural use only.

Councillor Loescher informed Members that representatives from HS2 had confirmed that the 5m bund would require planning permission.

The Chairman informed Members there was no electricity at Packington Moor.

Councillor Dyott informed Members that he had written to Christopher Pincher MP asking Mr Pincher what he proposed to say at the Review Panel bearing in mind the negative effect/impact on the Parish and in light of Mr Pincher's stated position of being against the project and having voted against it at the Second Reading. Councillor Dyott confirmed that no response had been received from Mr Pincher.

RESOLVED

That an email [drafted by Councillor Loescher] be sent to HS2 enquiring whether planning permission would be needed to change the use of the land from agricultural to storage use at Packington Moor and request that they also submit a consider a planning application at the same time for a 5m high tree covered bund [as measured from the higher of the track and ground level between Jerrys Lane and Packington Moor].

That an email [draft by Councillor Dyott/the Clerk] be sent to Christopher Pincher MP to ascertain what he is going to say at the Review Panel.

32. PLANNING APPLICATION 19/01205/FUH - MR M JENNINGS EVERGREEN, PACKINGTON LANE, HOPWAS SINGLE STOREY EXTENSION TO REAR

RESOLVED That no objection be forwarded to Lichfield District Council.

33. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED That under the Public Bodies (Admissions to Meetings) Act 1960 (Section 2) (and as expended by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

34. PARISH CLERK'S SALARY

RESOLVED (1) That cheques be drawn in respect of the Parish Clerk's August 2019 (**cheque number 100511**) and September 2019 (**cheque number 100514**) salary, HMRC - August 2019 (**cheque number 100513**), Staffordshire Pension Fund - August 2019 (**cheque number 100512**), HMRC - September 2019 (**cheque number 100516**) and Staffordshire Pension Fund - September 2019 (**cheque number 100515**).

35. DATE, VENUE AND TIME FOR NEXT PARISH COUNCIL MEETING

RESOLVED That:
Wednesday 13 November 2019
Wednesday 15 January 2020
Wednesday 11 March 2020
Wednesday 20 May 2020

in the Conference Room 1, Conference Centre, HMP Swinfen commencing 7.00 p.m.
be confirmed as the next Parish Council meetings.

(The Meeting closed at 7.33 pm)

Signed

Dated

SWINFEN AND PACKINGTON PARISH COUNCIL

SCHEDULE OF PAYMENTS

PAYEE	ITEM(S)	CHEQUE NUMBER	SUB TOTAL	VAT	TOTAL
SPCA	Membership	100488	129.00	---	129.00
J Minor	April 2019 Salary	100489	127.76	---	127.96
Staffordshire Pension Fund	April 2019 Superannuation	100490	50.87	---	50.87
HMRC	April 2019 PAYE	100491	31.94	---	31.94
J Minor	May 2019 Salary	100492	127.76	---	127.76
J Minor	Annual Heating Allowance	100493	156.00	---	156.00
HMRC	May 2019 PAYE	100494	31.94	---	31.94
Staffordshire Pension Fund	May 2019 Superannuation	100495	50.87	---	50.87
J Minor	April 2019 Salary	100496	5.47	---	5.47
Staffordshire Pension Fund	April 2019 Superannuation	100497	4.49	---	4.49
J Minor	May 2019 Salary	100498	5.47	---	5.47
Staffordshire Pension Fund	May 2019 Superannuation	100499	4.49	---	4.49
HMRC	May 2019 PAYE	100500	1.26	---	1.26
BHIB Limited	Insurance	100501	402.38	---	402.38
Bishops Landscapes	Bus Shelter	100502	940.00	---	940.00
Media Heads	Website [CHEQUE CANCELLED]	100503	105.00	21.00	126.00
J Minor	June 2019 Salary	100504	133.03	---	133.03
HMRC	June 2019 PAYE	100505	33.40	---	33.40
Staffordshire Pension Fund	June 2019 Superannuation	100506	55.36	---	55.36
J Minor	July 2019 Salary	100507	133.23	---	133.23
HMRC	July 2019 PAYE	100508	33.20	---	33.20
Staffordshire Pension Fund	July 2019 Superannuation	100509	55.36	---	55.36
SLCC	Membership	100510	76.00	---	76.00
J Minor	August 2019 Salary	100511	133.03	---	133.03
Staffordshire Pension Fund	August 2019 Superannuation	100512	55.36	---	55.36
HMRC	August 2019 PAYE	100513	33.40	---	33.40

Parish Council Meeting 13 November 2019
Agenda Item 7

	ACTUAL YEAR ENDING 31/03/2018	ACTUAL YEAR ENDING 31/03/2019	ACTUAL TO DATE	ESTIMATED ACTUAL YEAR ENDING 31/03/2020
EXPENDITURE				
Clerk's Salary	1689.20	1689.20	1,221.44	1,753.96
PAYE	383.20	383.40	264.94	394.11
Superannuation	561.84	586.20	442.88	664.32
Postage/Stationery	0.00	113.84	0.00	0.00
Insurance	460.86	388.27	402.38	402.38
Annual Subs (Staffordshire Parish Councils Association and Society of Local Council Clerks)	196.00	201.00	205.00	205.00
Audit Fee (Both Internal and External)	25.00	0.00	0.00	0.00
Premises	0.00	0.00	0.00	0.00
Web Site	0.00	33.00	126.00	126.00
Legal Books (Clerk's Manual)	0.00	0.00	0.00	0.00
Election	0.00	0.00	0.00	0.00
Laptop, printer etc	648.94	0.00	0.00	0.00
Training/Courses/Conferences	0.00	0.00	0.00	0.00
Bus Shelters	0.00	4,854.00	940.00	1,294.00
Noticeboard	0.00	0.00	0.00	0.00
Grants [Weeford Church]	0.00	0.00	0.00	0.00
Tamworth Pest Control (Moles)	0.00	0.00	0.00	0.00
TOTAL	3,965.04	8,248.91	3,602.64	4,839.77
INCOME				
Transparency Fund	0.00	0.00	0.00	0.00
CIL	0.00	1,037.77	410.55	410.55
Precept	5,000.00	4,675.00	5,000.00	5,000.00
Interest	1.96	5.77	3.31	7.94
VAT	0.00	108.16	21.00	80.00
TOTAL	5,001.96	5,826.70	5,434.86	5,498.49