

SWINFEN AND PACKINGTON PARISH COUNCIL

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Our Ref: JM

08 January 2020

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 15 January 2020 commencing 7:00 pm** at which the business set out below will be transacted.

Yours sincerely

Jayne Minor

Jayne Minor (Ms)
Parish Clerk

AGENDA

DISTRICT COUNCILLOR DOUGLAS PULLEN, LEADER, LICHFIELD DISTRICT COUNCIL

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 13 November 2019 [Minute Nos. 36-46] [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. CRIME WITHIN THE PARISH

Members are requested to note the following information received from Sgt 4931 Kevin Royce:

Theft Other - 7 [theft other relates to any theft that is not theft from a motor vehicle, theft of a motor vehicle or theft from goods vehicles, so generally shoplifting, thefts from a person [not robbery] or theft by finding.

Criminal Damage - 1

Burglary Residential - 1

Burglary Business - 2

Theft of Motor Vehicle - 1

Harassment - 1

Other Notifiable Crime - 1 [other notifiable crime relates to crimes such as harassment [not stalking], possession of offensive weapons or making off without payment [i.e. theft of fuel or failing to pay for a taxi].

Please note the reason that the prison figures are left out is that the Prison is a separate entity and is policed entirely differently to other areas, with its own dedicated prison investigation team.

7. EXCLUSION OF THE PRESS AND PUBLIC

The Chairman will move:

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.

8. PARISH CLERK'S SALARY

Members are requested to approve the payment of the Parish Clerk's December 2019 and January 2020 salary [**PINK ENCLOSURE**].

9. DATE AND TIME FOR NEXT PARISH COUNCIL MEETINGS

The next Parish Council Meetings will be held on Wednesday 11 March 2020 and Wednesday 20 May 2020 in the Conference Room 1, Conference Centre, HMP Swinfen commencing 7:00 pm.

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.*
4. *Matters relating to the conduct of any individual councillor or officer will not be permitted – in such circumstances you should write to the Parish Council.*
5. *You will be allowed to speak for up to 3 minutes and you can raise more than one issue within the overall limit of 3 minutes allowed to you.*
6. *After each speaker the Chairman of the Parish Council (or his/her representative) will answer the question or give notice that he/she will provide a written answer as soon as possible.*

If a written answer is to be given this will be sent to you at your stated address.

MINUTES OF THE SWINFEN AND PACKINGTON PARISH COUNCIL ANNUAL MEETING HELD AT
THE CONFERENCE ROOM 1, CONFERENCE CENTRE, HMP SWINFEN ON
WEDNESDAY 13 NOVEMBER 2019 COMMENCING AT 7.00 PM

PRESENT

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

In attendance:

Ms J Minor, Parish Clerk

PUBLIC FORUM

No members of the public were present.

36. APOLOGIES FOR ABSENCE

Councillor Armstrong.

37. DECLARATIONS OF INTEREST

None declared.

38. MINUTES

RESOLVED That the Minutes of the Meeting of the Parish Council held on 18 September 2019 [Minute Nos. 27-35] as circulated, be approved as a correct record and signed by the Chairman.

39. CHAIRMAN'S ANNOUNCEMENTS

Bus Shelter

The Chairman informed Members that the new seating in the bus shelter had been installed.

Rain Water Issues

Members were advised that there continues to be a problem with rain water by the Whittington Arms particular the golf course side and A51 Hopwas Woods layby [hardstanding - south west].

Packington Hall

The Chairman informed Members that he had recently visited the site to discuss several issues one of which was signage. The Chairman explained that the Cadent Gas issue and stated that Mike Sturdy denied any contact but its name is on the correspondence. Mr Sturdy assured the Chairman he is using another gas infrastructure company, however, the Chairman has not given any permission to anyone to bring any gas main down his drive [indeed no formal request has been made as yet].

The Chairman explained that the drive is his concern primarily however he was aware that the mains gas had to come from Botany Bay and up the A51 which does concern the Parish Council. It will have to either come up the road or the footpath, both of which needs to be done properly [not just patched up after].

The Chairman confirmed that he was of the understanding that wooden windows were now being used [replacing the plastic ones] and that brick number 2 had been chosen which matched the coach house.

The Chairman personally felt that the development should be a gated community however Lichfield District Council, as Local Planning Authority, were yet to make a decision on this.

The Chairman made reference to Community Infrastructure Levy [CIL] and that the development was anticipated to be finished by July 2021. The Chairman asked Members to consider what projects could be funded by this levy.

Hints Church

Councillor Dyott explained the situation regarding Hints Church and its proposed closure and stated that they were looking at parishioners to donate each week.

40. THE HIGH SPEED RAIL PLANS

Councillor Loescher informed Members that there was to be a meeting with representatives from HS2 on 17 December 2019.

41. SCHEDULE OF PAYMENTS TO DATE

RESOLVED That the schedule of payments to date be received and noted.

42. BUDGET

RESOLVED That the Parish Clerk's report detailing actual to date figures [budget] be received and noted.

43. 2020/2021 PRECEPT ON LICHFIELD DISTRICT COUNCIL

The Parish Clerk explained that the precept for 2019/20 was £5,000 giving a Band D Council Tax of £37.74.

The Parish Clerk gave the following examples for 2020/21:

- £5,000 giving a Band D Council Tax of £33.88
- £5,500 giving a Band D Council Tax of £37.26
- £5,750 giving a Band D Council Tax of £38.96
- £6,000 giving a Band D Council Tax of £40.65

RESOLVED That the level of precept to be declared on Lichfield District Council should be £5,500 giving a Band D Council Tax of £37.26.

44. 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.

45. PARISH CLERK'S SALARY

RESOLVED That cheques be drawn in respect of the Parish Clerk's October 2019 (**cheque number 100518**) and November 2019 (**cheque number 100521**) salary, HMRC - October 2019 (**cheque number 100519**), Staffordshire Pension Fund - October 2019 (**cheque number 100520**), HMRC - November 2019 (**cheque number 100522**) and Staffordshire Pension Fund - November 2019 (**cheque number 100523**).

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

RESOLVED That:
Wednesday 15 January 2020
Wednesday 11 March 2020
Wednesday 20 May 2020 [Annual General Meeting]

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

RESOLVED That District Councillor Douglas Pullen, Leader of Lichfield District Council be invited to either the 15 January or 11 March 2020 Parish Council meeting.

(The Meeting closed at 7.40 pm)

Signed

Dated