

SWINFEN AND PACKINGTON PARISH COUNCIL

Ms Jayne Minor  
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Burntwood  
WS7 9AR

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Our Ref: JM

09 September 2020

To: All Members of the Parish Council

Dear Councillor

You are hereby summoned to attend a Virtual Meeting of the Parish Council to be held on **Wednesday 16 September 2020 commencing 7.00 p.m.** at which the business set out below will be transacted. Councillors and members of the public can join the meeting by using Zoom.

Yours sincerely

*Jayne Minor*

**Jayne Minor (Ms)**  
Parish Clerk

<b>AGENDA</b>
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**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 22 July 2020 [Minute Nos. 15-24] [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. WEBSITE [For Information Purposes Only]

By 23 September 2020 all public sector websites must be WCAG [Web Content Accessibility Guidelines] 2.1 AA compliant in order to meet The Public Sector Bodies [Websites and Mobile Applications] [No. 2] Accessibility Regulations 2018. WCAG are an internationally recognised set of recommendations for improving web accessibility. They explain how to make digital services, websites and apps accessible to everyone, including users with impairments:

- vision - like severely sight impaired (blind), sight impaired (partially sighted) or colour blind people
- hearing - like people who are deaf or hard of hearing
- mobility - like those who find it difficult to use a mouse or keyboard
- thinking and understanding - like people with dyslexia, autism or learning difficulties

WCAG 2.1 is based on 4 design principles:

- perceivable
- operable
- understandable
- robust

By focusing on principles, not technology, they emphasise the need to think about the different ways that people interact with content. For example, users might:

- use a keyboard instead of a mouse
- change browser settings to make content easier to read
- use a screen reader to 'read' (speak) content out loud
- use a screen magnifier to enlarge part or all of a screen
- use voice commands to navigate a website

Members are requested to approve the invoice in the sum of £200 plus VAT from MediaHeads relating to work required to run various accessibility tests on the website and the development work to improve these and the creation of the accessibility statement [ENCLOSURE].

## **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 amended 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 August and September 2020 salary (**PINK ENCLOSURE**).

## **9. DATE AND TIME FOR NEXT PARISH COUNCIL MEETING**

The next Parish Council meetings will be held on:

Wednesday 25 November 2020

Wednesday 27 January 2021

Wednesday 24 March 2021

Wednesday 19 May 2021

All meetings will commence at 7pm

### ***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 VIRTUAL MEETING HELD ON  
WEDNESDAY 22 JULY 2020 COMMENCING AT 7.02 PM**

**PRESENT**

Councillor Barnes in the Chair  
Councillors Armstrong, Dyott and Loescher

**In attendance:**

Ms J Minor, Parish Clerk

**PARISH FORUM**

No members of the public were present.

**15. APOLOGIES FOR ABSENCE**

Councillor Pope.

**16. DECLARATIONS OF INTEREST**

None declared.

**17. MINUTES**

**RESOLVED** That the Minutes of the Meeting of the Parish Council held on 20 May 2020 [Minute Nos. 1-14] as circulated, be approved as a correct record.

**18. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made reference to land owned by Mr J Barnes and stated that HS2 thought that they had another Staffordshire Hoard on their hands.

The Parish Clerk informed Members that County Councillor Alan White would be confirmed as Leader of Staffordshire County Council on 23 July 2020 replacing County Councillor Philip Atkins [who was standing down from the role after 11 years].

**19. THE HIGH-SPEED RAIL PLANS**

Councillor Loescher made reference to the video conference meeting held on 23 June 2020 with representatives from HS2 etc and confirmed that very little had been learnt.

- We only learnt one thing and that was that HS2 Ltd now do not now intend to demolish Packington Moor Farmhouse
- We know nothing more about the shape and size of the bund throughout its length.
- They could not explain the mitigation and “earthworks” North of Packington Moor Farm.
- We learnt nothing about the tree planning that we did not already know.
- The so-called tree expert did not know that a Hornbeam was a deciduous tree.
- HS2 Ltd are now refusing to provide photomontages showing gantries etc despite promising that they would provide at a meeting in December.

Councillor Loescher made reference to the meeting held on 08 May 2019 when Mr C Humphreys, Community Engagement Manager, HS2 had stated that there would be no consultation or engagement but the Parish Council would be informed of the design outcome. Councillor Loescher pointed out that Mr Humphreys had given assurances at the Whittington meeting [held on 20 February 2019] that local communities would be consulted and involved in any necessary mitigation. Mr Humphreys denied that he had said this, and said communities would not be involved or consulted on mitigation.

Councillor Loescher made reference to the fact that HS2 Limited did not agree to the accuracy of the minutes of 08 May 2019 particularly where Mr Humphreys had confirmed that there would be no engagement or consultation on the proposed mitigation once the height of the line was known but the Parish Council would be informed of the design outcome. The Chairman informed Members that he was still awaiting a retraction regarding the accuracy of the minutes from HS2 Limited.

Councillor Loescher asked if the Parish Council could unsuspend the complaint regarding the accuracy of the minutes. Councillor Dyott raised concerns and stated that as a Parish Council we should be representing our parishioners and could not see how they were being disadvantaged or otherwise by the minutes. Councillor Armstrong stated that there was untruthfulness in all levels of Government.

Councillor Loescher made reference to the car park and maintenance road in Jerry’s Lane which had no planning permission.

**RESOLVED** That Councillor Loescher would draft a letter regarding the accuracy of the minutes.

**20. REPAIR TO BUS SHELTER [OPPOSITE WHITTINGTON BARRACKS]**

**RESOLVED** That the quotation in the sum of £189.50 plus VAT be accepted and that the Parish Clerk be authorised to arrange for the repair to the bus shelter to be undertaken.

**21. ROAD NAMING AT PACKINGTON HALL DEVELOPMENT**

Councillor Barnes made reference to the email communication between himself and Ms Badger, GIS Officer, Lichfield District Council [which had been copied to Members]. The list shown of proposed names, were indeed given by the Chairman to the developer two months ago for roads within the site but not the approach road. [The approach road is within the ownership of the Chairman from the A51 to the Hall site entrance and no agreement or permission has been obtained or even asked for].

Ms Badger had confirmed that the access road is not being named as it would mean changing the addresses of all existing properties accessed via it.

The Chairman confirmed that the road to be named was inside the site.

**RESOLVED** That the name “Lady Walk Road” be forwarded to Lichfield District Council.

**22. 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.

**23. PARISH CLERK'S SALARY**

**RESOLVED** That cheques be drawn in respect of the Parish Clerk’s June 2020 [cheque number 100548] and July 2020 [cheque number 100551] salary, HMRC - June 2020 [cheque number 100549], Staffordshire Pension Fund - June 2020 [cheque number 100550], HMRC - July 2020 [cheque number 100552] and Staffordshire Pension Fund - July 2020 [cheque number 100553].

**24. DATE, VENUE AND TIME FOR NEXT PARISH COUNCIL MEETING**

**RESOLVED** That:  
Wednesday 16 September 2020  
Wednesday 25 November 2020  
Wednesday 27 January 2021  
Wednesday 24 March 2021  
Wednesday 19 May 2021

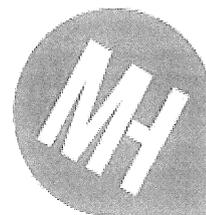
in the Conference Room 1, Conference Centre, HMP Swinfen commencing 7.00 p.m. be confirmed as the next Parish Council meetings.

(The Meeting closed at 7.22 pm)

Signed .....

Dated .....

# INVOICE



**To** Swinfen and Packington Parish Council  
6 Highfield Close  
BURNTWOOD  
Staffordshire  
WS7 9AR  
GBR

**From** MediaHeads  
Grosvenor House  
3 Chapel Street  
Congleton  
Cheshire  
CW12 4AB  
United Kingdom

**Invoice Number** INV-15253

**VAT Number** 284210029

**Issued** 29 August 2020

**Due** 28 September 2020,  
Due in 26 days

Description	Quantity	Unit Price	VAT	Amount GBP
Work required to run various accessibility tests on the website and the development work to improve these and the creation of the accessibility statement.	1.00	200.00	20%	200.00
		Subtotal		200.00
		Total VAT 20%		40.00
		<b>Amount Due GBP</b>		<b>240.00</b>

Bank Details: Barclays Bank, Sort Code: 20-08-64. Account Number: 53836053.

For International payments, the IBAN is: GB49 BUKB 20086453836053

Company Registration No: 10991938. Registered Office: Grosvenor House, 3 Chapel Street, Congleton, London, Cheshire, CW12 4AB, United Kingdom

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