

**MINUTES OF THE SWINFEN AND PACKINGTON PARISH COUNCIL HELD AT THE  
CONFERENCE CENTRE, HMP SWINFEN ON WEDNESDAY 23 MARCH 2022  
COMMENCING AT 7.08 PM**

**PRESENT**

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

**In attendance:**

Ms J Minor, Parish Clerk

**PARISH FORUM**

No members of the public were present.

**62. APOLOGIES FOR ABSENCE**

Councillor Mrs Pope.

**63. DECLARATIONS OF INTEREST**

None declared.

**64. MINUTES**

It was proposed by Councillor Barnes, duly seconded and

**RESOLVED** That the Minutes of the Meeting of the Parish Council held on 19 January 2022 [Minute Nos. 50-61] as circulated, be approved as a correct record.

**65. CHAIRMAN'S ANNOUNCEMENTS**

**Bus Shelter**

It was noted that the bus shelter opposite Whittington Barracks had been repaired [**cheque no. 100630**] and the two new bus shelters had been erected [**cheque no. 100631**]. It was also noted that the existing timber bus shelter had been replaced [**cheque no. 100632**] however the concrete base had not been reinforced so if the company had dug holes for shelter seating legs the whole concrete base could well have cracked right through, so they are manufacturing a bolt down seat which will be installed in the near future.

**Packington Hall**

The Chairman informed Members that the developer was slowly creeping on with the Hall.

### **Parking Area by Hopwas Woods**

Councillor Loescher had attended a recent meeting of the Hints Council's engagement meeting with BBV/HS2 where it was emphasised that money is currently available in Staffordshire for local projects. If the Parish Council wanted to access these funds for the parking area by Hopwas Woods the Parish Council probably needed to think about getting a costed proposal together [first step might be to get a scope of work/quotation for the project]. He thought that there was a real chance that HS2 would pay for this work if the Parish Council wanted it done.

However, Councillor Barnes explained that he had done some investigation over this possibility adjacent to Hopwas Woods. On the face of it, it seemed a good idea and benefit for all. However, there are a number of hurdles to jump through namely:

- a. The County Highways are going to need to give permission and issue a standard specification on the kerb and access all along. Drainage is a big issue also with a new extensive hard standing too.
- b. Landowners permission would have to be legally sorted and there are two involved.
- c. An initial visit with a prospective contractor and himself had revealed an approximate cost to do this will be probably over £100,000. At that cost level other people become involved e.g. civil engineering consultants etc.

He felt that the Parish Council's sights might have to be lowered somewhat and improve what is already there possibly. BBV are open to talks and that is a good start but if the money is coming from the public purse [HS2] the project is going to have to be managed properly and in conformance with all the red tape.

Councillor Loescher agreed that this was a large project and not one for amateurs. If it is to be viable:

- a. A project of this size would need somebody professionally qualified to project manage it. He suspected the project would need to be "managed" by BBV or District/County Council from the outset.
- b. Third party liabilities of the Parish Council and landowners would need to be well covered.
- c. Critically landowners have to be on board otherwise it is a complete non-runner anyway.

### **Hints Quarry Liaison Committee**

The Parish Clerk explained that she had been approached by Nick Atkins, Strategic Planning Manager – Central, Tarmac who had been asked, together with Mark Bruce, Quarry Manager, to set up a quarry liaison committee for the Hints Quarry which is a requirement pursuant to the S106 Agreement. Under the terms of that Agreement, the Parish Council had been invited to elect a representative to sit on the committee. It had been **AGREED** that Councillor Barnes would be the Parish Council representative.

### **BBV Meeting**

It was noted that the next meeting with BBV would be 04 May 2022 at 5pm. It was **AGREED** that Councillor Barnes together with Councillor Loescher would compile an agenda for discussion at the meeting.

### **Change of Meeting Time**

The Parish Clerk asked if future Parish Council Meetings could commence at 6pm instead of 7pm. It was **RESOLVED** by all Members present that future meetings of the Parish Council would commence at 6pm.

## **66. THE HIGH-SPEED RAIL PLANS**

Councillor Barnes informed Members that the planting work was progressing, however, Councillor Loescher stated that the Parish Council needed to keep an eye on the environmental mitigation area at Botany Bay.

## **67. CIL MONIES**

The Parish Clerk explained that this figure would reduce following payment of the bus shelter invoices.

**RESOLVED** That the CIL unspent to date totalling £27,716.62 be noted.

## **68. REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT**

**RESOLVED** That the Parish Council considers the system of internal control to be sufficiently effective and the Review of Effectiveness of Internal Audit be signed by the Chairman.

## **69. STATEMENT OF INTERNAL CONTROL AND ANNUAL REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT**

**RESOLVED** That the Parish Council considers the controls currently in place are effective and that the Statement of Internal Control and Annual Review of Effectiveness of Internal Control be signed by the Chairman.

## **70. STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION [SPCA]**

**RESOLVED** That the Parish Council renew membership of the Staffordshire Parish Councils' Association [**cheque number 100629**].

## **71. 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.

## **72. PARISH CLERK'S SALARY**

**RESOLVED** That cheques be drawn in respect of the Parish Clerk's February 2022 [**cheque number 100623**] and March 2022 [**cheque number 100626**] salary, HMRC – February 2022 [**cheque number 100624**], Staffordshire Pension Fund – February 2022 [**cheque number 100625**], HMRC – March 2022 [**cheque number 100627**] and Staffordshire Pension Fund – March 2022 [**cheque number 100628**].

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

**RESOLVED** That:  
Wednesday 18 May 2022 – Annual General Meeting

All meetings will commence at 6.00 pm.

[The Meeting closed at 7.34 pm]

Signed .....

Dated .....