

SWINFEN AND PACKINGTON PARISH COUNCIL

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Our Ref: JM

11 September 2024

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 Centre, HMP Swinfen on Wednesday 18 September 2024 commencing 6.00 p.m.** at which the business set out below will be transacted.

Yours sincerely

Jayne Minor

Jayne Minor (Ms)
Parish Clerk

AGENDA

PUBLIC FORUM

To promote community engagement, the public now has the opportunity to attend and speak at all of the Parish Council's meetings. Please refer to the end of the agenda for details of how to participate in this meeting.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST AND DISPENSATION

To receive declarations of interests and consider requests for dispensations.

3. MINUTES

To approve as a correct record the Minutes of the Meeting of the Parish Council held on 10 July 2024 [Minute Nos. 17-27] **[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. CIL MONIES [FOR INFORMATION PURPOSES ONLY]

CIL receipts

Total amount of CIL received in financial year 2024/25	£0.00
Total amount of CIL received in financial year 2023/24	£0.00
Total amount of CIL received in financial year 2022/23	£0.00
Total amount of CIL received in financial year 2021/22	£26,163.50
Total amount of CIL received in financial year 2020/21	£8,721.17
Total amount of CIL received in financial year 2019/20	£410.55
Total amount of CIL received in financial year 2018/19	£1,037.77
TOTAL RECEIVED	£36,332.99

CIL Spent

Total amount of CIL spent in financial year 2024/25	£575.00
Total amount of CIL spent in financial year 2023/24	£16,000.00
Total amount of CIL spent in financial year 2022/23	£10,424.50
Total amount of CIL spent in financial year 2021/22	£4,090.00
Total amount of CIL spent in financial year 2020/21	£1,930.50
Total amount of CIL spent in financial year 2019/20	£295.00
Total amount of CIL spent in financial year 2018/19	£1,037.77
TOTAL SPENT	£34,352.77

CIL Unspent

TOTAL UNSPENT	£1,980.22
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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 August 2024 and September 2024 salary [PINK ENCLOSURE].

9. DATE AND TIME FOR NEXT PARISH COUNCIL MEETING

The next Parish Council meetings will be held on:

Wednesday 13 November 2024

Wednesday 15 January 2025

Wednesday 12 March 2025

Wednesday 14 May 2025 – Annual General Meeting

PUBLIC FORUM

15 minutes will be set aside at the beginning of this meeting for you to raise issues relevant to the remit of the meeting. You will have up to 3 minutes and can raise more than one issue. However, the Chairman has the option to extend the time allowed to you if they think it is appropriate. So that the Members at the meeting can be properly briefed in order to enable them to provide a considered response to your question, please advise the Town Clerk of the question[s] you wish to ask the Parish Council at least five working days before the meeting. The Chairman of the meeting has the right to reject any representations that he/she considers not to be appropriate for the meeting. The public forum session will usually be the first item on the agenda and normally will last up to 15 minutes. In some instances, it may not be possible at the meeting to provide an answer. Where that is the case, a written response will be sent to your stated address. While audio and video recordings of this meeting are entirely legal, as a matter of courtesy to Parish Council members who work for this Parish and this Council on a voluntary basis, we would be grateful if you would let the Clerk or the Chairman know beforehand.

**MINUTES OF THE SWINFEN AND PACKINGTON PARISH COUNCIL ANNUAL MEETING
HELD AT CONFERENCE CENTRE, HMP SWINFEN ON
WEDNESDAY 10 JULY 2024 COMMENCING AT 6.00 PM**

PRESENT

Councillor Dyott in the Chair
Councillors Loescher and Mrs Pope

In attendance:

Ms J Minor, Parish Clerk

PUBLIC FORUM

No members of the public were present.

17. APOLOGIES FOR ABSENCE

Councillors Armstrong, Barnes, Perks and Mrs Phillips.

18. DECLARATIONS OF INTEREST

None declared.

19. MINUTES

RESOLVED That the Minutes of the Meeting of the Parish Council held on 15 May 2024 [Minute Nos. 1-16] as circulated, be approved as a correct record.

20. CHAIRMAN'S ANNOUNCEMENTS

Swinfen Hall Hotel

The Parish Clerk referred to an article which had appeared on Lichfield Live on 09 July 2024 entitled "More details revealed about unauthorised works at historic Lichfield hotel".

An enforcement notice served on the owners of an historic hotel in Lichfield has revealed details of potential breaches of the rules relating to listed buildings.

Lichfield District Council said last week that it had taken action to prevent further work taking place at Swinfen Hall Hotel.

The Grade II listed building was built in 1755, but closed as a hotel earlier this year.

But planning officials were tipped off about unauthorised work taking place at the site – and warned those behind it could now face a prison sentence.

The owners have also been ordered to return the hotel to its former state.

A listed building enforcement notice from the council has outlined the full detail of the work carried out without permission under the Planning (Listed Buildings and Conservation Areas) Act 1990:

The installation of a chandelier through the Rococo ceiling in Room 1, including the damage to and removal of elements of the central ceiling rose.

The removal of brass door handles throughout the ground floor and the replacement with modern composite handles.

The removal of timber sash windows to either side of the front entrance door and their replacement with uPVC double-glazed windows.

The painting of the fireplace in Room 2, losing the historically varnished finish.

The creation of a new kitchen in Room 3, with units covering panelling to the walls, and the painting of the wooden panelling, resulting in the loss of the historically varnished finish.

The removal of the door and doorframe to the north-eastern side of Room 3 including the high skirting and plaster mouldings otherwise evident throughout Room 3, and the creation of a new large opening between these Rooms, and the installation of additional lower skirting boards and associated plaster mouldings within the opening.

The removal of three French windows to Room 4 and their replacement with modern uPVC doors.

The painting of all wooden panelling to Room 6 and the loss of the historically varnished finish.

The painting of the two organ surrounds to Room 6 and the loss of the original French polished finish.

The painting of the balustrading, handrails and wooden detailing to the main central stair, losing the historically varnished finish.

The removal of the timber French window to Room 10 and its replacement with a modern uPVC French window.

The installation of a spa bath, together with the application of concrete to the floor in Room 31.

The installation of fitted wardrobes to Room 33.

The blocking-up of the doorway between Room 33 and Room 34.

The removal of a wall between Room 34 and Room 35.

The installation of a fitted and fixed bed headboard to the wall in Room 35.

The removal of the central timber sash window and the cutting through of brick-work and stone cill to the window of Room 35 and the installation of a uPVC door.

The work to reinstate the original condition of the listed building must be completed by 19th January 2025.

The council had previously issued a planning enforcement notice over works outside the hotel. These include the creation of "unauthorised earth bunds", the addition of an outdoor swimming pool, the installation of new entrance pillars and gates, and the use of a flat roof above the former hotel cocktail lounge as an external balcony area. The notice was served back in May, with the site's owner having until 17th July to complete works to remove the new additions.

A spokesperson for Lichfield District Council said:

"Owning a listed building comes with the responsibility of conserving, maintaining and protecting it for the benefit of the public and future generations."

"This work has been done with complete disregard to that responsibility and the law, and those behind the work could now face imprisonment.

"Lichfield District is rich in history, often portrayed through our wonderful buildings and the council will be robust in protecting them."

A51

Councillor Dyott referred to emails between himself and Mr David Walton, Parish Clerk, Whittington and Fisherwick Parish Council. They highlighted another accident which had occurred at the junction of Lichfield Road and the A51. This followed another accident there some 5-6 weeks ago. Councillor Dyott understood that the boundary between Swinfen & Packington and Whittington & Fisherwick lies down the centre of the A51 and so he did not know in which parish council area this would lie. It would seem that this is a matter for the County Councillor, namely Councillor Alan White.

Mr Walton had confirmed that Whittington and Fisherwick Parish Council had discussed the matter and was supportive of Councillor Dyott's attempts to improve safety at the junction. The consensus was that the 40mph restriction should be extended to beyond the junction for Tamworth bound traffic and for Lichfield bound traffic it should start earlier.

It was **AGREED** that Councillor Dyott would draft an email which would be sent to County Councillor White.

21. THE HIGH-SPEED RAIL PLANS

Councillor Loescher confirmed that he together with Councillor Barnes had met with representatives from HS2 and Balfour Beatty Vinci on Tuesday 09 July 2024 to chase up answers to and reiterate the points raised previously. He explained that as the representatives were new, he had had to remind them of the HS2 Hybrid Bill relating to mitigation etc. Councillor Loescher confirmed that when the minutes of the meeting had been received, they would be circulated to all Members for information.

22. CIL MONIES

RESOLVED That the CIL unspent to date totalling £1,980.22 be noted.

23. CODE OF CONDUCT

RESOLVED That the Code of Conduct be re-adopted.

24. STANDING ORDERS

RESOLVED That the Standing Orders be re-adopted.

25. 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.

26. PARISH CLERK'S SALARY

RESOLVED That cheques be drawn in respect of the Parish Clerk's June 2024 [**cheque number 100723**] and July 2024 [**cheque number 100725**] salary, Staffordshire Pension Fund - June 2024 [**cheque number 100724**]and Staffordshire Pension Fund – July 2024 [**cheque number 100726**].

27. DATE AND TIME FOR NEXT PARISH COUNCIL MEETING

RESOLVED That:
Wednesday 18 September 2024
Wednesday 13 November 2024
Wednesday 15 January 2025
Wednesday 12 March 2025
Wednesday 14 May 2025

All meetings will commence at 6.00 pm.

[The Meeting closed at 6:34 pm]

Signed

Dated