

**MINUTES OF THE SWINFEN AND PACKINGTON PARISH COUNCIL MEETING  
HELD AT CONFERENCE CENTRE, HMP SWINFEN ON  
WEDNESDAY 23 JULY 2025 COMMENCING AT 6.00 PM**

**PRESENT**

Councillor Barnes in the Chair  
Councillors Pope and Phillips

**In attendance:**

Ms J Minor, Parish Clerk

**LAURA WHITEHURST, GOVERNOR, HMP & YOI SWINFEN HALL**

Mrs Whitehurst explained that Swinfen Prison is a closed young offender institute (YOI), category C prison, specialising in supporting young adults (18 to 25). She informed Councillors on plans for the Prison going forward, number of inmates, street lighting on the Swinfen Estate and community engagement.

**PUBLIC FORUM**

No members of the public were present.

**16. APOLOGIES FOR ABSENCE**

Councillors Armstrong (Dispensation)  
Councillor Loescher  
Councillor Perks

**17. DECLARATIONS OF INTEREST**

None declared.

**18. MINUTES**

**RESOLVED** That the Minutes of the Meeting of the Parish Council held on 14 May 2025 (Minute Nos. 1-15) as circulated, be approved as a correct record.

**19. CHAIRMAN'S ANNOUNCEMENTS**

**Fly Tipping**

Councillor Barnes explained that Councillor Loescher had reported to the Parish Clerk that an old commercial freezer had been fly tipped on the Heart of England Way by the "pull in" North West of Jerry's Lane. The Parish Clerk confirmed that this had been reported to Lichfield District Council on 22 July 2025.

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

Councillor Barnes explained that there was not much happening at the moment.

**21. CIL MONIES**

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

**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 2025 (**cheque number 100763**) and July 2025 (**cheque number 100765**) salary, Staffordshire Pension Fund – June 2025 (**cheque number 100764**) and Staffordshire Pension Fund – July 2025 (**cheque number 100766**).

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

**RESOLVED** That:  
Wednesday 10 September 2025  
Wednesday 12 November 2025  
Wednesday 14 January 2026  
Wednesday 11 March 2026  
Wednesday 13 May 2026 – Annual General Meeting

All meetings will commence at 6.00 pm.

(The Meeting closed at 7.15 pm)

Signed .....

Dated .....