

**MINUTES OF THE SWINFEN AND PACKINGTON PARISH COUNCIL MEETING
HELD AT CONFERENCE CENTRE, HMP SWINFEN ON
WEDNESDAY 11 MARCH 2026 COMMENCING AT 6.00 PM**

PRESENT

Councillor Dyott in the Chair
Councillor Loescher, Perks, Mrs Phillips, and Mrs Pope.

In attendance:

Ms J Minor, Parish Clerk
Mr Pritchard, County Executive Officer, Staffordshire Parish Councils Association

STANDING ORDER 1. – MEETING 0)

The Parish Clerk referred to the Town Council's Standing Orders and in particular No. 1. – Meeting – o) (The Chair, if present, shall preside at a meeting. If the Chair is absent from a meeting, a Councillor as chosen by the Councillors present at the meeting shall preside at the meeting) and Members were asked to nominate. It was proposed and

RESOLVED That Councillor Dyott be elected Chair for this meeting in accordance with Standing Orders.

LAURA WHITEHURST, GOVERNOR, HMP & YOI SWINFEN HALL

Following her attendance on 23 July 2025, Mrs Whitehurst provided an update.

PUBLIC FORUM

No members of the public were present.

56. APOLOGIES FOR ABSENCE were received from Councillor Armstrong (Dispensation), Councillor Barnes

57. DECLARATIONS OF INTEREST

None declared.

58. MINUTES

RESOLVED That the Minutes of the Meeting of the Parish Council held on 14 January 2026 (Minute Nos. 46-55) as circulated, be approved as a correct record.

59. CHAIRMAN'S ANNOUNCEMENTS

In the absence of Councillor Barnes, there was no Chairman's Announcements.

60. THE HIGH-SPEED RAIL PLANS

Councillor Loescher updated Members on the current situation.

61. CIL MONIES

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

62. 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.

63. 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.

64. STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION [SPCA]

Following Mr Pritchard's update regarding what the Association offers, it was

RESOLVED That the Parish Council renew membership of the Staffordshire Parish Councils' Association.

65. GOVERNMENT CONSULTATION ON LOCAL GOVERNMENT REORGANISATION IN STAFFORDSHIRE AND STOKE ON TRENT

Members expressed their support for Lichfield District Council's preferred option for Local Government Reorganisation, the creation of three smaller, community-focused unitary authorities across Staffordshire and Stoke on Trent:

- North Staffordshire Unitary – covering the existing areas of Newcastle under Lyme, Stoke on Trent, and Staffordshire Moorlands.
- South West Staffordshire – covering the existing areas of Cannock Chase, Stafford, and South Staffordshire.
- South East Staffordshire – covering the existing areas of Lichfield, East Staffordshire, and Tamworth.

This model represents a positive and pragmatic approach to reorganisation which the Parish Council believes public services should be delivered: close to the people who use them, shaped by local priorities and accountable to local communities.

RESOLVED That the Parish Clerk submits the Parish Council's views to the Government's statutory consultation.

66. 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.

67. PARISH CLERK'S SALARY

RESOLVED That cheques be drawn in respect of the Parish Clerk's February 2026 (**cheque number 100780**) and March 2026 (**cheque number 100783**) salary, Staffordshire Pension Fund – February 2026 (**cheque number 100781**) and Staffordshire Pension Fund – March 2026 (**cheque number 100782**) and HMRC – 06 January 2026 to 05 April 2026 (**cheque number 100785**).

RESOLVED That the Parish Clerk's contractual hours be increased to 4 hours per week with effect from 01 April 2026.

68. DATE AND TIME FOR NEXT PARISH COUNCIL MEETING

RESOLVED That:
Wednesday 13 May 2026 – Annual General Meeting

All meetings will commence at 6.00 pm.

(The Meeting closed at 7.15 pm)

Signed

Dated