

**TO ALL ELECTORS
OF SWINFEN AND PACKINGTON
YOU ARE INVITED TO ATTEND
AND PARTICIPATE IN THE**

**ANNUAL PARISH MEETING
AT
CONFERENCE CENTRE,
HMP SWINFEN
ON
WEDNESDAY 13 MAY 2026 AT 6.00 P.M.**

**THE PARISH MEETING MAY DISCUSS ALL PARISH
MATTERS AND PASS RESOLUTIONS ON THEM**

AGENDA

- 1. Minutes of the Annual Meeting held on 14 May 2025**
- 2. Chairman's Report**
- 3. Financial Statement/Precept**
- 4. Public Question Time and Resolutions to be decided by the meeting**
To receive questions and comments from registered electors within the Swinfen and Packington boundaries on any matter which affects the Parish. (Note: It would be helpful if written copy of questions/resolutions could be received by the Parish Clerk by no later than noon on 01 May 2026).

**COUNCILLOR RICHARD BARNES
CHAIRMAN**

**MINUTES OF THE ANNUAL PARISH MEETING HELD AT CONFERENCE CENTRE,
HMP SWINFEN ON WEDNESDAY 14 MAY 2025 COMMENCING 6.00 P.M.**

PRESENT

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

In attendance:

Ms J Minor, Parish Clerk

1. MINUTES

RESOLVED That the Minutes of the Meeting of the Annual Parish Meeting held on 15 May 2024 [Minute Nos. 1-4] as circulated, be approved as a correct record.

2. CHAIRMAN'S REPORT

The Parish Council met six times during the year.

The Parish Council's year has again been dominated by the threat of HS2. The Parish Council have been holding regular meetings with HS2 and BBV (Balfour Beatty Vinci).

The clerk continues to upload agendas and minutes etc to the Parish Council's website (swinfenandpackington.org.uk); hopefully, this provides an insight into the working of the Parish Council.

With a little forward planning, identifying future meeting dates, we have secured good attendance at meetings by Councillors.

Voters headed to the polls on 1st May to elect their County Council representative for Lichfield Rural East.

The Government is planning to end two-tier areas – such as Staffordshire County Council and Lichfield District Council – with services delivered by a single body instead. How this will affect the Parish Council is still unknown.

We look forward to the coming year's deliberations and, as ever, are extremely grateful for all the Parish Clerk's hard work in keeping the Council the vibrant entity that it is.

3. FINANCIAL STATEMENT/PRECEPT

A detailed breakdown of the income and expenditure for year ending 31 March 2025 [as circulated] was given by Ms J Minor, Parish Clerk which was received and noted.

4. PUBLIC QUESTION TIME AND RESOLUTIONS TO BE DECIDED BY THE MEETING

None were received.

[The Meeting closed at 6.07 pm]

Signed Dated

**SWINFEN AND PACKINGTON PARISH COUNCIL
ANNUAL PARISH ASSEMBLY
13 MAY 2026**

CHAIRMAN'S REPORT

The Parish Council met six times during the year.

The Parish Council's year has again been dominated by the threat of HS2. The Parish Council have been holding regular meetings with HS2 and BBV (Balfour Beatty Vinci).

The Council continues to meet at HMP Conference Centre Swinfen, courtesy of the Prison Governor, to whom we are extremely grateful.

The clerk continues to upload agendas and minutes etc to the Parish Council's website, hopefully, this provides an insight into the working of the Parish Council.

With a little forward planning, identifying future meeting dates, we have secured good attendance at meetings by Councillors. We welcomed Laura Whitehurst, Governor, HMP & YOI Swinfen Prison to our meeting in July 2025 and March 2026 and following the County Council Elections in May 2025, County Councillor Tracey Dougherty attended the Parish Council meeting in November 2025.

The Government is planning to end two-tier areas – such as Staffordshire County Council and Lichfield District Council – with services delivered by a single body instead. How this will affect the Parish Council is still unknown.

With the Parish Council Elections in May 2027, we are confident of electing Councillors.

We look forward to the coming year's deliberations and, as ever, are extremely grateful for all the Parish Clerk's hard work in keeping the Council the vibrant entity that it is.

RICHARD BARNES
CHAIRMAN
SWINFEN AND PACKINGTON PARISH COUNCIL

SWINFEN AND PACKINGTON PARISH COUNCIL

FINANCIAL STATEMENT, BUDGET, AND PRECEPT

	ACTUAL YEAR ENDING 31/03/2026
EXPENDITURE	
Clerk's Salary	1,961.40
PAYE	451.20
Superannuation	671.04
Insurance	716.48
Annual Subs (Staffordshire Parish Councils Association)	149.02
Audit Fee (Internal)	60.00
Web Site	100.00
Stationery	136.54
Bank Charges	76.00
TOTAL EXPENDITURE	4,321.68
INCOME	
Precept	6,500.00
CIL Monies	0.00
HMRC VAT	145.75
Interest	62.90
TOTAL INCOME	6,708.65

Current Account as at 31 March 2026	17,850.05
Deposit Account as at 31 March 2026	4,202.91
TOTAL	22,052.96