

**MINUTES OF THE SWINFEN AND PACKINGTON PARISH COUNCIL MEETING HELD AT
THE BARN RESTAURANT, HEART OF ENGLAND
CRAFT FARM, SWINFEN ON WEDNESDAY 23 MARCH 2011
COMMENCING AT 7.00 P.M.**

PRESENT

Councillor Stubbs in the Chair
Councillors Armstrong and R Barnes

In attendance:

Ms J Minor, Parish Clerk
Ms K Clark-Smith, HMPS Learning and Skills Manager
PCSO K Stackhouse

PUBLIC FORUM

There were no members of the public present at the meeting.

119. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Barnes and Stowe.

120. DECLARATIONS OF INTEREST

None declared.

121. MINUTES

RESOLVED That the Minutes of the Meeting of the Parish Council held on 19 January 2011 (Minute Nos. 103 - 118) as circulated, be approved as a correct record and signed by the Chairman.

122. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that the notice board on the Swinfen Estate had been vandalised resulting in that a door was now missing. It was proposed by Councillor Stubbs, duly seconded and

RESOLVED That the notice board on the Swinfen Estate be not repaired at this moment in time.

123. STATEMENT OF INTERNAL CONTROL AND ANNUAL REVIEW OF EFFECTIVENESS OF INTERNAL CONTROL

It was proposed by Councillor Stubbs, duly seconded and

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.

124. REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT 2010/11

It was proposed by Councillor Stubbs, duly seconded and

RESOLVED That the Parish Council considers the system of internal control to be sufficiently effective and the Review of Effectiveness of Internal Audit 2010/11 be signed by the Chairman.

125. STAFFORDSHIRE FIRE AND RESCUE SERVICE - SAFETY PLAN NEWS AUTUMN 2010

It was proposed by Councillor Stubbs, duly seconded and

RESOLVED That the Staffordshire Fire and Rescue Service – Safety Plan News Autumn 2010, as circulated at the meeting, be received and noted.

126. STAFFORDSHIRE POLICE

It was proposed by Councillor Stubbs, duly seconded and

RESOLVED That the 'Executive Briefing for Partners' dated February 2011, as circulated at the meeting, be received and noted.

127. STAFFORDSHIRE AND STOKE ON TRENT ARCHIVE SERVICE NEWSLETTER

It was proposed by Councillor Stubbs, duly seconded and

RESOLVED That the Staffordshire and Stoke on Trent Archive Service Newsletter dated Winter 10/11, as circulated at the meeting, be received and noted.

128. STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION NEWSLETTER MARCH 2011

It was proposed by Councillor Stubbs, duly seconded and

RESOLVED That the Staffordshire Parish Councils' Association Newsletter dated March 2011, as circulated at the meeting, be received and noted.

129. GROW WELL – VISITORS’ GARDEN AT THE REAR OF THE VISITORS CENTRE, HMP/YOI, SWINFEN HALL

It was proposed by Councillor Stubbs, duly seconded and

RESOLVED (1) That a cheque be drawn made payable to ‘the Grow Well Project’ in respect of an annual contribution (for the period March 2011 until March 2012) in the sum of £100 towards the cost of maintaining the garden (**cheque no. 100128**).

(2) That this be reviewed annually and be further considered on the Agenda for March 2012.

130. WEBSITE

It was proposed by Councillor Stubbs, duly seconded and

RESOLVED That a cheque be drawn made payable to ‘Newfangled Media Limited’ in respect of the Parish Council’s website (**cheque no. 100127**).

131. THE HIGH SPEED RAIL PLANS

Councillor R Barnes gave a verbal updated report on the High Speed Rail Plans. It was proposed by Councillor Stubbs, duly seconded and

RESOLVED That an item on the High Speed Rail Plans (HS2) continue to be included on the next agenda.

132. 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.

133. PARISH CLERK'S SALARY

It was proposed by Councillor Stubbs, duly seconded by Councillor Armstrong and

RESOLVED That cheques be drawn in respect of the Parish Clerk’s February 2011 (**cheque no. 100123**) and March 2011 (**cheque no. 100124**) salary and Staffordshire Pension Fund - end of year (**cheque no. 100125**), Inland Revenue - end of year (**cheque no. 100126**), Staffordshire Pension Fund - April 2011 (**cheque no. 100129**), Inland Revenue – April 2011 (**cheque no. 100130**), Staffordshire Pension Fund - May 2011 (**cheque no. 100131**) and Inland Revenue - May 2011 (**cheque no. 100132**),

134. DATE, VENUE AND TIME FOR NEXT PARISH COUNCIL MEETING

It was proposed by Councillor Stubbs, duly seconded and

RESOLVED That Thursday 12 May 2011 in the Conference Room 1, Conference Centre, HMP Swinfen commencing 7.00 p.m. be confirmed as the next Parish Council meeting.

(The Meeting closed at 7.40 p.m.)

Signed

Dated