

SWINFEN AND PACKINGTON PARISH COUNCIL

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Our Ref: JM

08 March 2012

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 Room 1, Conference Centre, HMP Swinfen on Wednesday 14 March 2012 commencing 7.00 p.m.** at which the business set out below will be transacted.

Yours sincerely

**Jayne Minor (Ms)
Parish Clerk**

AGENDA

PUBLIC FORUM

A maximum of 15 minutes will be allocated prior to the commencement of the meeting when members of the public may put questions/comments on any matter in relation to which the Parish Council has powers or duties which affect the area (see notes at the end of the Agenda).

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**

To receive declarations of any personal or prejudicial interest under consideration on the Agenda in accordance with the Parish Town Councils (Model Code of Conduct) Order 2007.

3. MINUTES

To approve as a correct record the Minutes of the Meeting of the Parish Council held on 25 January 2012 (Minute Nos. 72 - 92) (**CIRCULATED AT THE MEETING**).

4. CHAIRMAN'S ANNOUNCEMENTS

5. HMP/YOI SWINFEN PRISON – DOG FAECES

This item has been requested by Katie Clark-Smith, HMPS Learning and Skills Manager, HMP/YOI Swinfen Hall.

“The Prison have reported a large amount of dog faeces being found around the external fence of the Prison. It is not from dog handlers as they collect all of this up so would like to discuss options with the Parish Council about what preventative measures can be taken to prevent this in the future.”

Members are requested to debate this matter.

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

Members will recall that at a meeting of the Parish Council held on 12 May 2010, Mr John Polhill, Chairman of Grow Well gave a presentation on a project to develop a 'Visitors' Garden' at the rear of the Visitors Centre, HMP/YOI, Swinfen Hall. However, this project was not pursued because Grow Well found it was not possible to get a grant from the usual agencies for work on land that was not owned by Grow Well.

However, Grow Well have now been able to get grants from a number of local charities, and the Prison have helped both financially and practically and the garden is now complete.

Further to Minute No. 129 (23 March 2011) it was resolved 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 and that this be reviewed annually and be further considered on the Agenda for March 2012.

Grow Well continue to maintain the garden which is establishing itself well.

Members are requested to consider making an annual contribution in the sum of £100 towards the cost of maintaining the garden.

7. WHITTINGTON BARRACKS - CARILLION

Further to Minute No. 75.1 (25 January 2012) Members are requested to receive and note the attached information obtained by the Parish Clerk (**ENCLOSURE**).

8. HOPWAS QUARRY

Further to Minute No. 75.2 (25 January 2012) Members are requested to receive and note the attached information obtained by the Parish Clerk (**ENCLOSURE**).

9. REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT 2011/12

Members are requested to receive and note the attached report (**ENCLOSURE**).

10. STATEMENT OF INTERNAL CONTROL AND ANNUAL REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT

Members are requested to receive and note the attached report (**ENCLOSURE**).

11. WEBSITE

Members are requested to consider payment of an invoice from Newfangled Media Limited in connection with the continued maintenance of the website (swinfenandpackington.org.uk).

12. RECHARGES FOR ELECTIONS - 05 MAY 2011

Members are requested to consider payment of an invoice from Lichfield District Council in connection with the 05 May 2011 elections.

13. HS2 ACTION ALLIANCE – LEGAL CHALLENGES TO HS2 DECISION

Members are requested to receive and note the attached letter explaining the HS2 Action Alliance proposed legal action and a copy of a recent HS2 Action Alliance press release about the legal action (**ENCLOSURE**).

Members are requested to consider making a grant towards the cost of the legal action.

14. THE HIGH SPEED RAIL PLANS

Members are requested to debate the impact of the High Speed Rail plans and the impact thereon to Swinfen and Packington.

15. 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.

16 PARISH CLERK'S SALARY

Members are requested to approve the payment of the Parish Clerk's February and March 2012 salary (**PINK ENCLOSURE**).

17. DATE AND TIME FOR NEXT PARISH COUNCIL MEETING

Further to Minute No. 92 - 17 November 2010, with effect from May 2011 Parish Council meetings will be held in the Conference Room 1, Conference Centre, HMP Swinfen.

Further to Minute No. 92 – 25 January 2012 due to Audit requirements Wednesday 02 May 2012 be confirmed as the Annual Parish Council meeting.

PUBLIC FORUM SESSION AT PARISH COUNCIL MEETINGS

Residents of Swinfen and Packington Parish Council have an opportunity to speak at each Parish Council meeting:

- 1. The Public Forum session will usually be the first item on the Agenda.*
- 2. The Public Forum will last up to 15 minutes and members of the public can ask the Parish Council a question (or make a statement).*
- 3. Your statement or question must relate to a matter of special relevance to Swinfen and Packington or within the responsibility of the Parish Council.*
- 4. Matters relating to the conduct of any individual councillor or officer will not be permitted – in such circumstances you should write to the Parish Council.*
- 5. You will be allowed to speak for up to 3 minutes and you can raise more than one issue within the overall limit of 3 minutes allowed to you.*
- 6. After each speaker the Chairman of the Parish Council (or his/her representative) will answer the question or give notice that he/she will provide a written answer as soon as possible.*

If a written answer is to be given this will be sent to you at your stated address.