

**MINUTES OF THE SWINFEN AND PACKINGTON PARISH COUNCIL MEETING HELD AT  
THE CONFERENCE ROOM 1, CONFERENCE CENTRE, HMP SWINFEN ON  
WEDNESDAY 14 MARCH 2012 COMMENCING AT 7.00 P.M.**

**PRESENT**

Councillor J Barnes in the Chair  
Councillors Armstrong, R Barnes, Mrs Bennett, Stowe and Stubbs

**In attendance:**

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

Two members of the public – Mr and Mrs Dyott of Freeford Manor, Lichfield, WS14 9QL

**PUBLIC FORUM**

**HS2 Forums**

Mr Dyott asked the following question:

“I would be pleased to know if the Parish Council intend to participate in the consultative forums being set up by HS2 Limited in conjunction with local authorities along the proposed route. If so, I wonder what the Council’s approach will be and who will represent the Council.”

Councillor J Barnes confirmed that he was the Council’s representative as the Parish Council had been approached by Alison Munro, Chief Executive of HS2. Councillor J Barnes confirmed that he would keep the Parish Council fully updated regarding mitigation/compensation etc matters.

**Jubilee Celebrations**

Mrs Dyott asked the following question:

“What Jubilee Celebrations were the Parish Council intending to organise?”

**RESOLVED (1)** That Mrs Dyott email the Town Clerk with full details of the Jubilee Celebrations that they were trying to organise so that this information could be placed on the Parish Council notice boards and May 2012 newsletter to be distributed around the Parish.

**(2)** That Mrs Dyott email the Town Clerk with a formal request for financial assistance towards the Jubilee Celebrations and that this request be considered at the May 2012 Parish Council meeting.

**93. APOLOGIES FOR ABSENCE**

None as all Members were present.

**94. DECLARATIONS OF INTEREST**

None declared.

**95. MINUTES**

**RESOLVED** That the Minutes of the Meeting of the Parish Council held on 25 January 2012 (Minute Nos. 72 - 92) as circulated, be approved as a correct record and signed by the Chairman.

**96. CHAIRMAN'S ANNOUNCEMENTS**

**96.1 Mole Hills – Playing field on The Drive, Swinfen**

Katie Clark-Smith, HMPS Learning and Skills Manager, HMP/YOI Swinfen Hall, reported that now that Grow Well had started to cut the grass on the playing field on The Drive there was a number of mole hills.

**RESOLVED** That Councillor Stubbs to arrangement for an inspection of the playing field to take place and a subsequent quotation be sent direct to the Parish Council for consideration at the next Parish Council meeting.

**97. HMP/YOI SWINFEN PRISON – DOG FAECES**

Katie Clark-Smith, HMPS Learning and Skills Manager, HMP/YOI Swinfen Hall, reported that a large amount of dog faeces were being found around the external fence of the Prison.

**RESOLVED (1)** That Katie Clark-Smith arranges for appropriate signage to be erected by the Prison.

**(2)** That Katie Clark-Smith emails the Parish Clerk with suitable wording to be inserted into the May 2012 newsletter.

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

It was proposed by Councillor Stubbs, confirmed by Councillor Mrs Bennett 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 2012 until March 2013) in the sum of £100 towards the cost of maintaining the garden (**cheque no. 100173**).

(2) That this be reviewed annually and be further considered on the Agenda for March 2013.

**99. WHITTINGTON BARRACKS – CARILLION**

It was proposed by Councillor J Barnes, duly seconded and

**RESOLVED** That the situation be monitored.

**100. HOPWAS QUARRY**

It was proposed by Councillor Mrs Bennett, duly seconded by Councillor J Barnes and

**RESOLVED** That a further email be sent by the Parish Clerk to Debbie Holihead, Principal Regulation Officer, Planning, Policy and Development Control, Staffordshire County Council regarding condition no. 38 of permission L.02/09/805-808 MW:

Restoration

38. Within 6 months of the date of this permission a detailed scheme of restoration and aftercare to provide for the restoration of the site to agriculture, woodland, grassland, heathland and scrub as outlined in the revised Proposed Restoration Masterplan Drawing No. HH/7/1A shall be submitted for the written approval of the Mineral Planning Authority. The scheme shall include provision for:

- Phasing and timing of the restoration works and the relationship to the working scheme
- Final contours and levels,
- Drainage, Application Number L.02/09/805-808 MW Dated this 27th day of April 2005 On behalf of the said Council
- Means of enclosure,
- Reinstatement of footpaths,
- Methods of establishment and details of cultivation of the final vegetation cover,
- Details of the species mix of woodland planting to accord with Forestry Commission Bulletin 112 Creating New Native Woodlands,
- Hedgerow planting to be at a density of 6/7 plants per linear metre and to include the planting of oaks as hedgerow trees,
- A detailed landscape and planting scheme for the area to the north of Knox's Grave Lane known as the Charity Land and the area south of Knox's Grave Lane known as the Viewpoint,
- An Aftercare and Habitat Management Plan with details of the 5 year and 10 year aftercare schemes for the areas to be restored to the approved afteruses identified on the Proposed Restoration Masterplan,
- Programme of implementation.

The restoration and aftercare works shall be carried out in accordance with the approved plans and documents and implemented in accordance with the approved programme of implementation.

*Reason: To ensure that the site is reclaimed in an orderly manner to a condition capable of beneficial afteruse and in the interests of amenity of local residents.*

expressing the Parish Council's concern that they felt that condition no. 38 had not been adhered to/undertaken.

**101. STATEMENT OF INTERNAL CONTROL AND ANNUAL REVIEW OF EFFECTIVENESS OF INTERNAL CONTROL**

It was proposed by Councillor Mrs Bennett, duly seconded by Councillor Stubbs 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.

**102. REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT 2011/12**

It was proposed by Councillor R Barnes, duly seconded by Councillor Armstrong and

**RESOLVED** That the Parish Council considers the system of internal control to be sufficiently effective and the Review of Effectiveness of Internal Audit 2011/12 be signed by the Chairman.

**103. WEBSITE**

It was proposed by Councillor Stubbs, duly seconded by Councillor Mrs Bennett and

**RESOLVED** That a cheque be drawn made payable to 'Newfangled Media Limited' in respect of the continued maintenance of the Parish Council's website (**cheque no. 100174**).

**104. RECHARGES FOR ELECTIONS**

It was proposed by Councillor J Barnes, duly seconded by Councillor Mrs Bennett and

**RESOLVED** That cheques be drawn made payable to 'Lichfield District Council' in respect of the 2011 Election (**cheque no. 100175 and cheque no. 100180**).

**105. HS2 ACTION ALLIANCE – LEGAL CHALLENGES TO HS2 DECISION**

It was proposed by Councillor Stubbs, duly seconded by Councillor J Barnes and

**RESOLVED (1)** That the Parish Clerk researches the legalities regarding making a financial grant towards the cost of the legal action.

**(2)** That the Parish Clerk reports back to the next Parish Council meeting.

**106. THE HIGH SPEED RAIL PLANS**

It was proposed by Councillor J Barnes, duly seconded and

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

**107. 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.

**108. PARISH CLERK'S SALARY**

It was proposed by Councillor Armstrong, duly seconded by Councillor J Barnes and

**RESOLVED** That cheques be drawn in respect of the Parish Clerk's February 2012 (**cheque no. 100171**) and March 2012 (**cheque no. 100172**) salary and Staffordshire Pension Fund – April 2012 (**cheque no. 100176**), Inland Revenue – April 2012 (**cheque no. 100177**), Staffordshire Pension Fund – May 2012 (**cheque no. 100178**) and Inland Revenue – May 2012 (**cheque no. 100179**).

**109. DATE, VENUE AND TIME FOR NEXT PARISH COUNCIL MEETING**

**RESOLVED** That due to Audit requirements that Wednesday 02 May 2012 in the Conference Room 1, Conference Centre, HMP Swinfen commencing 7.00 p.m. be confirmed as the Annual Parish Council meeting.

(The Meeting closed at 8.20 p.m.)

Signed .....

Dated .....