

**SWINFEN AND PACKINGTON PARISH COUNCIL**

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Our Ref: JM

05 July 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 11 July 2012 commencing 7.00 p.m.** at which the business set out below will be transacted.

Yours sincerely

**Jayne Minor (Ms)  
Parish Clerk**

<b>AGENDA</b>
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**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 02 May 2012 (Minute Nos. 1 - 28) (**CIRCULATED AT THE MEETING**).

**4. CHAIRMAN'S ANNOUNCEMENTS**

**5. HOPWAS QUARRY**

Further to Minute No. 18 (02 May 2012) Members are requested to debate the up to date position relating to Hopwas Quarry.

**6. 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.

**7. SPEED LIMIT DE-RESTRICTION  
A51 TAMWORTH ROAD, WHITTINGTON HEATH**

Members are requested to receive and note that formal approval has now been received to process the Speed Limit De-Restriction at A51 Tamworth Road, Whittington Heath (**CIRCULATED AT THE MEETING**).

**8. PLANNING DECISIONS**

Members are requested to receive and note the following planning application decisions:-

12/00208/COU	Amanda's Precious Bubbles Day Nursery Unit 1 and 2 Common Barn Farm Tamworth Road Whittington Heath  Change of use from office to children's day nursery	Granted
12/00241/FUL	Mr R Birchall Green Ridges Packington Lane Hopwas  Porch extension	Granted

12/00408/COU	R H Barnes and Son Packington Moor Farm Jerry's Lane Lichfield  Change of use of open fronted machinery store to Class B8 – storage and distribution use (Building 1)	Granted
12/00383/COU	R H Barnes and Son Packington Moor Farm Jerry's Lane Lichfield  Change of use of store to Class B1 – business use (Building 2)	Granted

**9. APPLICATION NO.: 12/00653/ABN  
SWINFEN FARM DEVELOPMENTS, HOME FARM, LONDON ROAD, LICHFIELD  
AGRICULTURAL DETERMINATION: ERECTION OF A FEED AND MACHINERY  
STORE**

Members are requested to consider the above application and make comments/observations thereon.

**10. CLERK'S TRAINING - CERTIFICATE IN LOCAL COUNCIL ADMINISTRATION (CILCA)**

Further to Minute No. 10 - 12 May 2010 Members are requested to receive and note that the Parish Clerk has successfully completed the Certificate in Local Council Administration (CILCA).

**11. CHANGE OF MEETINGS TO EVERY THREE MONTHS**

This item has been requested by Councillor Stowe:

“Change the meetings to every 3 months instead of 2 as previously happened with the exception of an emergency when an additional meeting can be called”.

**12. PUBLIC OPEN SPACE – JERRY'S LANE/LEVETT ROAD, PACKINGTON**

This item has been requested by Councillor R Barnes:

“What is the position regarding estate agents putting for sale signs on public open space in Botany Bay”?

**13. AUDIT COMMISSION  
COMPLETION OF ANNUAL AUDIT FOR THE FINANCIAL YEAR ENDING  
31 MARCH 2012**

The signed off Annual Return for the year ended 31 March 2012 is attached (**CIRCULATED AT THE MEETING**) for Members consideration.

The Auditor found that the information contained in the Annual Return was in accordance with the Audit Commission's requirements and no matters had come to their attention which gave cause for concern that relevant legislation and regulatory requirements have not been met.

Members are requested to receive and note the above information.

**14. MEMBERS' CODE OF CONDUCT AND DISCLOSURE OF INTERESTS**

Members are request to consider the Report and Recommendations (**CIRCULATED AT THE MEETING**) with the following recommendations:-

- That the Report be noted.
- That with effect from 11 July 2012 the Council adopt, until further notice, the Code of Conduct.

**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 June and July 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.

***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.*