

**SWINFEN AND PACKINGTON PARISH COUNCIL**

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Our Ref: JM

06 September 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 12 September 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 11 July 2012 (Minute Nos. 29 - 45) (**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. AUDIT COMMISSION**

Members are requested to consider payment of an invoice from the Audit Commission relating to the Audit Fee 2012.

**8. CHANGES TO LICHFIELD LOCAL POLICING UNIT**

Members are requested to receive and note the email received from Inspector Jed White updating the Parish Council regarding changes within the Lichfield Local Policing Unit (**CIRCULATED AT THE MEETING**).

**9. THE A38 TRUNK ROAD (A5148/A5206 ROUNDABOUT, LICHFIELD, STAFFORDSHIRE) (DE-RESTRICTION) ORDER 2012**

Members are requested to receive and note that the Secretary of State for Transport has made the above Order (**CIRCULATED AT THE MEETING**).

**10. DISABILITY PARTNERSHIP PANEL - NEWSLETTER**

Members are requested to receive and note the first newsletter published by the Lichfield District Disability Partnership Panel (**CIRCULATED AT THE MEETING**).

**11. HS2 NEWS UPDATE**

Members are requested to receive and note the first HS2 News Update – Doug Oakervee CBE, Chairman of HS2 Limited (**CIRCULATED AT THE MEETING**).

**12. POLICE AND CRIME COMMISSIONER LETTER TO PARISH COUNCILS AND LEAFLET**

Members are requested to receive and note the Police and Crime Commissioner Letter and Leaflet produced by County Councillor Matthew Ellis (**CIRCULATED AT THE MEETING**).

**13. A GUIDE FOR COUNCILLORS - OPENNESS AND TRANSPARENCY ON PERSONAL INTERESTS**

Members are requested to receive and note 'A Guide for Councillors – Openness and Transparency on Personal Interests' produced by the Department for Communities and Local Government (**CIRCULATED AT THE MEETING**).

**14. PLANNING DECISIONS**

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

12/00503/FUL	HM Young Offenders Institute The Drive Swinfen  Installation of two 4m high digital radio antenna masts	Granted
12/00653/ABN	Swinfen Farm Developments Home Farm Swinfen  Agricultural Determination – erection of a feed and machinery store	Prior approval is not required

**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 August and September 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.*