

SWINFEN AND PACKINGTON PARISH COUNCIL

**Ms Jayne Minor
6 Highfield Close
Burntwood
WS7 9AR**

Telephone: 01543 673473

E-Mail: jayneminor@talktalk.net

Web Site: www.swinfenandpackington.org.uk

Our Ref: JM

10 November 2011

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 16 November 2011 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

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.

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 21 September 2011 (Minute Nos. 37 - 53) (**ENCLOSURE**)

4. CHAIRMAN'S ANNOUNCEMENTS

5. THE USE OF BROOM COVERT ROAD BY NONE RESIDENT TRAFFIC TO AVOID THE SPEED RAMPS ON THE DRIVE

Further to Minute No. 44 (21 September 2011 refers) the following comment has been received from Katie Clark-Smith, HMPS Learning and Skills Manager, HMP/YOI Swinfen Hall:

"After a discussion with the Governor and our Estates Manager we feel that at the moment we could not commit any financial funds to placing speed bumps on Broom Covert Road.

These were placed on The Drive initially at residents requests to slow traffic down, and we completed this work as it was felt their was an appropriate Health and Safety reason to do this.

In August we held a meeting for residents to come and discuss their issues and no one attended to raise the above issue from the estate.

It would seem superfluous to ask a question of the residents and raise expectations if we do not have the funds available to carry out this request, so to help manage expectations of the residents we would rather not conduct a survey of this nature at this time."

Members are requested to receive and note the above information.

6. PLANNING DECISIONS

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

PLANNING APPLICATION	APPLICANT/LOCATION	PROPOSAL
11/00867/FUL	Mr J Roberts 14 Levett Road Lichfield	Two storey extension to provide a bedroom, study and wet room - GRANTED
11/01009/FUL	Mr R Mercer Packington Fields Farm Tamworth Road Lichfield	Variation of condition no 2 of application 11/00076/REM relating to type of heating system and subdivision of bedroom 1 to form 2 no. bedrooms - GRANTED

**7. PLANNING APPLICATION 11/01009/FUL – MR R MERCER
PACKINGTON FIELDS FARM, TAMWORTH ROAD, LICHFIELD**

This agenda item has been requested by Councillor Barnes who will lead the discussion on this matter in light of the fact that ‘the planners should see it now standing out on the skyline – a tree planting scheme should be imposed’.

**8. PLANNING APPLICATION 11/01182/ABN – R H BARNES AND SON
PACKINGTON MOOR FARM, JERRYS LANE, LICHFIELD**

Members are requested to consider the following planning application:-

PLANNING APPLICATION	APPLICANT/LOCATION	PROPOSAL
11/01182/ABN (Agricultural Building)	R H Barnes and Son Packington Moor Farm Jerrys Lane Lichfield	Agricultural Determination : Extension to existing building to provide storage for hay and straw

**9. STAFFORDSHIRE AND STOKE ON TRENT ARCHIVE SERVICE
TIME 2 TIME**

Members are requested to receive and note the Staffordshire and Stoke on Trent Archive Service Newsletter – Autumn 2011 (**CIRCULATED AT THE MEETING**).

10. NEIGHBOURHOOD HIGHWAY TEAM - PARISH VISIT 2011/2012

Members are requested to compile a list of works that could be undertaken by the Neighbourhood Highway Team.

Normal tasks include:

- Footway edging off and tidying
- Cutting back brambles/growth
- Cutting back epicormic growth of highway trees
- Removing isolated weeds
- Re-opening drainage grips
- Sign cleaning/adjusting
- Painting tubular post/rail fencing
- Tidying areas

Tasks not included:

- Potholes
- Patching

- Gully emptying
- Road markings
- Any major works

The next programmed visit of the NHT is scheduled for week commencing 05 December 2011.

11. 2012/2013 BUDGET

Members are requested to receive and note the Parish Clerk's report detailing Actual to Date figures and the forecast for the 2011/12/13 financial years (**ENCLOSURE**).

12. SCHEDULE OF PAYMENTS TO DATE

Members are requested to receive and note the schedule of payments to date (**ENCLOSURE**).

13. 2012/2013 PRECEPT ON LICHFIELD DISTRICT COUNCIL

Members are requested to agree and approve the level of Precept to be declared on Lichfield District Council.

(When it was realised that the Parish Council would be unable to purchase the playing field it was agreed that the Precept be lowered, using up some of the spare funds in the Deposit account which had been ear-marked for this).

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 amended 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 October and November 2011 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.