

**SWINFEN AND PACKINGTON PARISH COUNCIL**

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

**Telephone: 01543 673473  
E-Mail: [jayneminor@talktalk.net](mailto:jayneminor@talktalk.net)  
Web Site: [www.swinfenandpackington.org.uk](http://www.swinfenandpackington.org.uk)**

Our Ref: JM

06 November 2013

**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 13 November 2013 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).

**MR CHRISTOPHER PINCHER  
MEMBER OF PARLIAMENT FOR TAMWORTH**

Mr Christopher Pincher, Member of Parliament for Tamworth will be in attendance.

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

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 September 2013 (Minute Nos. 39 - 54) (**ENCLOSURE**).

**4. CHAIRMAN'S ANNOUNCEMENTS**

**5. HOPWAS QUARRY**

Members are requested to debate the up to date position relating to Hopwas Quarry.

"CEMEX have spent over £10,000 in the last 3 months on fencing the site and signage and the quarry manager has arranged to meet PC Allsopp to discuss the unauthorised motorcyclist issue. The quarry manager is also in the process of liaising/involving the Company's national internal security team to seek a resolution to the situation".

**6. THE HIGH SPEED RAIL PLANS**

Members are requested to debate the up to date position relating to the High Speed Rail Plans.

**7. SCHEDULE OF PAYMENTS TO DATE**

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

**8. 2014/2015 BUDGET**

Members are requested to receive and note the Parish Clerk's report detailing Actual to Date figures and the forecast for the 2013/14/15 financial years (**ENCLOSURE**).

**9. 2014/2015 PRECEPT ON LICHFIELD DISTRICT COUNCIL**

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

**10. PURCHASE OF THE CLERK'S MANUAL**

Members are requested to agree to the purchase of the Clerk's Manual. This definitive guide to statutory requirements and good practice in Town, Parish and Community Councils in England and Wales has been completely updated to include:

- General power of competence
- New standards regime under the Localism Act 2011
- Neighbourhood planning
- Community right to challenge (for services)
- Assets of community value (also referred to as the community right to bid)

The price for a complete new Manual with binder is £47.50 for Members (Non Members: £67.50).

**11. PLANNING DECISIONS  
HORSLEY BROOK FARM, TAMWORTH ROAD, WHITTINGTON HEATH**

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

13/00902/FUL 13/00903/LBC	Horsley Brook Farm, Tamworth Road, Whittington Heath  Erection of a 3 car garage with games room above that is attached to the existing farmhouse with a brick garden wall (extension of time for application 10/00845/FUL)	Granted
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**12. PLANNING APPLICATION 13/01094/COU AND 13/01095/LBC - MR MILLER-YARDLEY  
INGLEY HILL FARM, TAMWORTH ROAD, WHITTINGTON HEATH  
CONVERSION OF REDUNDANT AGRICULTURAL BUILDINGS TO FORM 2 DWELLINGS  
AND ASSOCIATED WORKS**

Members are requested to consider planning application 13/01094/COU and 13/01095/LBC in respect of Ingley Hill Farm, Tamworth Road, Whittington Heath.

**13. STAFFORDSHIRE PARISH COUNCILS ASSOCIATION – AUTUMN 2013 GAZETTE**

Members are requested to receive and note the Staffordshire Parish Councils Association Autumn 2013 Gazette (**ENCLOSURE**).

**14. 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.

**15. PARISH CLERK'S SALARY**

Members are requested to approve the payment of the Parish Clerk's October and November 2013 salary (**PINK ENCLOSURE**).

**16. DATE AND TIME FOR NEXT PARISH COUNCIL MEETING**

Members are requested to 'book' forthcoming Parish Council Meetings.

***PUBLIC FORUM SESSION AT PARISH COUNCIL MEETINGS***

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

- 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.*