

**MINUTES OF SWINFEN AND PACKINGTON PARISH COUNCIL MEETING HELD AT
CONFERENCE ROOM 1, CONFERENCE CENTRE, HMP SWINFEN
ON WEDNESDAY 14 JANUARY 2015 COMMENCING AT 7.00 P.M.**

PRESENT

Councillor R Barnes in the Chair
Councillors Armstrong and Dyott

In attendance:

Ms J Minor, Parish Clerk

PUBLIC FORUM

No questions were raised.

53. APOLOGIES FOR ABSENCE

Councillors J Barnes, Stowe and Stubbs.

54. DECLARATIONS OF INTEREST

None declared.

55. MINUTES

RESOLVED That the Minutes of the Meeting of the Parish Council held on 12 November 2014 (Minute Nos. 38 - 52) as circulated, be approved as a correct record and signed by the Chairman.

56. CHAIRMAN'S ANNOUNCEMENTS

Councillor Stowe

Members were informed that Councillor Stowe was in hospital with breathing problems.

Councillor Stubbs

Members were informed that Councillor Stubbs was recovering from an operation (ankle replacement) and was unable to walk. Members were informed that Councillor Stubbs would not be standing for re-election in May 2015.

Lichfield District Council:

Candidate Briefings for District and Parish Elections - 2015

Members were informed that the Electoral Services Officer from Lichfield District Council has asked that the following item be placed on the agenda for information:

Lichfield District Council (LDC) will be holding a Candidate and Agent Briefing in the Council Chamber, District Council House, Frog Lane, Lichfield on Tuesday 03 March 2015 commencing at 6.00 pm. The Briefing is open to prospective candidates and sitting councillors who will be up for re-election on Thursday 07 May 2015 (LDC advises that this is an all-out election so sitting councillors do need to complete nomination papers).

The Briefing will be designed to outline codes of conduct, completion of nomination papers, changes in legislation since the last District and Parish elections, explanation of timetables/deadlines, count procedures etc - in essence attendance would benefit everyone who will be a candidate in 2015.

RESOLVED (1) That Councillor R Barnes attends the briefing session on Tuesday 03 March 2015.

(2) That in light of the potential vacancies which could occur following the May 2015 elections, the Parish Clerk forwards a copy of the electoral role to Members in order that new potential Councillors can be identified.

57. HOPWAS QUARRY

Councillor R Barnes informed Members that the quad bikes had returned to the quarry and that the fence by the layby (A51) had been broken. Councillor Armstrong raised concerns relating to a mast which was owned by Arquiva. It was proposed by Councillor R Barnes, duly seconded and

RESOLVED (1) That an email be sent to PCSO Stackhouse informing him that the quad bikes had returned to the quarry.

(2) That Councillor Armstrong informs the Parish Clerk of the contact details for Arquiva in order that an email can be sent.

(3) That an email be sent to CEMEX informing them that the fence by the layby (A51) had been broken.

(4) That an item on Hopwas Quarry continue to be included on the next agenda.

58. THE HIGH SPEED RAIL PLANS

Councillor Dyott updated Members on the current situation. It was proposed by Councillor R Barnes, duly seconded and

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

59. REVIEW OF FINANCIAL REGULATIONS

Members were informed by the Parish Clerk that it was good practice to review the Financial Regulations of the Parish Council on an annual basis. It was proposed by Councillor R Barnes, duly seconded and

RESOLVED That in light of the fact that there was no changes to the Financial Regulations since their adopted (22 September 2010) that the Financial Regulations be received and noted.

60. REVIEW OF STANDING ORDERS

Members were informed by the Parish Clerk that it was good practice to review the Standing Orders of the Parish Council on an annual basis. It was proposed by Councillor R Barnes, duly seconded and

RESOLVED That in light of the fact that there was no changes to the Standing Orders since their adopted (14 July 2010) that the Standing Orders be received and noted.

61. REVIEW OF LOCAL GOVERNMENT PENSION SCHEME – EMPLOYER DISCRETIONS POLICY

Members were informed by the Parish Clerk that it was good practice to review the Local Government Pension Scheme – Employer Discretions Policy of the Parish Council on an annual basis. It was proposed by Councillor R Barnes, duly seconded and

RESOLVED That in light of the fact that there was no changes to the Local Government Pension Scheme – Employer Discretions Policy since their adopted (02 July 2014) that the Local Government Pension Scheme – Employer Discretions Policy be received and noted.

**62. DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT
TRANSPARENCY CODE FOR SMALLER AUTHORITIES**

Members were informed by the Parish Clerk that the Audit for year ending 31 March 2014 had been placed on the website. It was proposed by Councillor R Barnes, duly seconded and

RESOLVED That the Transparency Code for Smaller Authorities published by the Department for Communities and Local Government be received and noted.

**63. PLANNING APPLICATION 14/01159/ADV
TAIL WAGGER DOG GROOMING
ACCESS TRACK ADJACENT TAMWORTH ROAD, WHITTINGTON HEATH
RETENTION OF TWO FREE STANDING NON ILLUMINATED SIGNS**

RESOLVED That 'No Objection' be submitted in respect of the above planning application to Lichfield District Council.

64. 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.

65. PARISH CLERK'S SALARY

It was proposed by Councillor R Barnes, duly seconded and

RESOLVED That cheques be drawn in respect of the Parish Clerk's December 2014 (**cheque number 100306**) and January 2015 (**cheque number 100307**) salary, HMRC – February 2015 (**cheque number 100309**), Staffordshire Pension Fund – February 2015 (**cheque number 100308**), HMRC – March 2015 (**cheque number 100311**) and Staffordshire Pension Fund – March 2015 (**cheque number 100310**).

66. DATE, VENUE AND TIME FOR NEXT PARISH COUNCIL MEETINGS

RESOLVED That Wednesday 18 March 2015 and Wednesday 13 May 2015 in the Conference Room 1, Conference Centre, HMP Swinfen commencing 7.00 p.m. be confirmed as the next Parish Council meetings.

(The Meeting closed at 7.35 p.m.)

Signed

Dated