

SWINFEN AND PACKINGTON PARISH COUNCIL

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

**E-Mail: jayneminor@talktalk.net
Web Site: www.swinfenandpackington.org.uk**

Our Ref: JM

31 August 2022

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 07 September 2022 commencing 6.00 p.m.** at which the business set out below will be transacted.

Yours sincerely

Jayne Minor

**Jayne Minor (Ms)
Parish Clerk**

AGENDA

PUBLIC FORUM

To promote community engagement, the public now has the opportunity to attend and speak at all of the Parish Council's meetings. Please refer to the end of the agenda for details of how to participate in this meeting.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST AND DISPENSATION

To receive declarations of interests and consider requests for dispensations.

3. MINUTES

To approve as a correct record the Minutes of the Meeting of the Parish Council held on 13 July 2022 [Minute Nos. 15-25] **[ENCLOSURE]**.

4. CHAIRMAN'S ANNOUNCEMENTS

5. THE HIGH-SPEED RAIL PLANS

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

6. CIL MONIES

CIL receipts

Total amount of CIL received in financial year 2021/22	£26,163.50
Total amount of CIL received in financial year 2020/21	£8,721.17
Total amount of CIL received in financial year 2019/20	£410.55
Total amount of CIL received in financial year 2018/19	£1,037.77
TOTAL RECEIVED	£36,332.99

CIL Spent

Total amount of CIL spent in financial year 2022/23 so far	£10,424.50
Total amount of CIL spent in financial year 2021/22	£4,090.00
Total amount of CIL spent in financial year 2020/21	£1,930.50
Total amount of CIL spent in financial year 2019/20	£295.00
Total amount of CIL spent in financial year 2018/19	£1,037.77
TOTAL SPENT	£17,777.77

CIL Unspent

TOTAL UNSPENT	£18,555.22
----------------------	-------------------

7. 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.

8. PARISH CLERK'S SALARY

Members are requested to approve the payment of the Parish Clerk's August and September 2022 salary [**PINK ENCLOSURE**].

9. DATE AND TIME FOR NEXT PARISH COUNCIL MEETING

The next Parish Council meetings will be held on:

Wednesday 02 November 2022
Wednesday 25 January 2023
Wednesday 22 March 2023
Wednesday 17 May 2023

PUBLIC FORUM

15 minutes will be set aside at the beginning of this meeting for you to raise issues relevant to the remit of the meeting. You will have up to 3 minutes and can raise more than one issue. However, the Chairman has the option to extend the time allowed to you if they think it is appropriate. So that the Members at the meeting can be properly briefed in order to enable them to provide a considered response to your question, please advise the Town Clerk of the question[s] you wish to ask the Parish Council at least five working days before the meeting. The Chairman of the meeting has the right to reject any representations that he/she considers not to be appropriate for the meeting. The public forum session will usually be the first item on the agenda and normally will last up to 15 minutes. In some instances, it may not be possible at the meeting to provide an answer. Where that is the case, a written response will be sent to your stated address. While audio and video recordings of this meeting are entirely legal, as a matter of courtesy to Parish Council members who work for this Parish and this Council on a voluntary basis, we would be grateful if you would let the Clerk or the Chairman know beforehand.

**MINUTES OF THE SWINFEN AND PACKINGTON PARISH COUNCIL MEETING
HELD AT THE CONFERENCE CENTRE, HMP SWINFEN ON
WEDNESDAY 13 JULY 2022 COMMENCING AT 6.00 PM**

PRESENT

Councillor Dyott in the Chair
Councillors Loescher and Mrs Pope

In attendance:

Ms J Minor, Parish Clerk
Six members of the public

PARISH FORUM

Residents off the Swinfen Estate raised several concerns, firstly, the retention of a marquee at the Swinfen Hall Hotel [planning application 22/00915/FULM] due to the increase in noise. They explained that there had been an increase in vehicular traffic using The Drive [passing residential properties] which leads to the service road since planning application 21/01570/FULM [Various renovation works including the conversion of staff accommodation and outdoor bothies to create 9 new hotel rooms, 2 holiday cottages and the construction of 12 No. lakeside chalets, demolition of agricultural structures, erection of 1 No. two storey hotel block comprising 12 hotel rooms, 1 No. two storey hotel block comprising 7 hotel rooms, and a hotel leisure complex comprising spa with treatment rooms, gym, indoor/outdoor pool facilities and restaurant, extension of car park, erection of an entrance gate and all associated works and landscaping across the site] had been granted. The Parish Clerk explained that the Parish Council was a "consultee" and advised the residents to upload their views onto LDC's planning portal however Councillors stated that they would take into account the residents views when considering the application.

Secondly, they referred to the lack of play equipment on the field and that the fencing around the field, in part, needed repairing. Thirdly, a resident referred to the lack of a bus service however, they were informed that a bus service did run along the A38 for approximately 12 months but due to lack of use was cancelled. Fourthly, a resident asked if pedestrian access over the A38 could be provided. Fifthly, they referred to street lighting on the Estate and the fact that some were not working. The Parish Clerk explained that their concerns were not under the direct jurisdiction of the Parish Council and advised the residents to write to the Governor of the Prison and Staffordshire County Council, as Highway Authority.

Following the concerns raised by residents, it was **AGREED** that the Parish Clerk would email the Governor of the Prison concerning the residents' concerns.

15. APOLOGIES FOR ABSENCE

Councillors Armstrong, Barnes and Mrs Phillips.

16. DECLARATIONS OF INTEREST AND DISPENSATION

None declared.

17. MINUTES

RESOLVED That the Minutes of the Meeting of the Parish Council held on 23 March 2022 [Minute Nos. 62-73] as circulated, be approved as a correct record.

18. CHAIRMAN'S ANNOUNCEMENTS

None reported.

19. THE HIGH-SPEED RAIL PLANS

Tamworth Road Ecological Mitigation Site

Councillor Dyott referred to the email received from Balfour Beatty Vinci [BBV] who were starting to consult with the local community regarding the ecological mitigation site off Tamworth Road, currently being used as a stockpile area. They were asking if there were any environmental groups in Swinfen however they were more than happy for the Parish Council to be involved in these discussions.

RESOLVED That the following email be sent to Aoinne Conway of BBV:

Members confirmed that the Parish Council is not aware of any environmental groups in Swinfen, however, the Parish Council would like to be involved in these discussions and kept updated with the proposed consultations. The Parish Council is mindful that the area is scheduled to be heathland habitat creation (woodland and grassland) in accordance with the plan. The local community at Botany are having to suffer noise and visual impact while the site is used as materials holding area and as such the local community would like to be assured that the eventual environmental mitigation is adequate.

20. CIL MONIES

RESOLVED That the CIL unspent to date totalling £18,555.22 be noted.

21. RESURFACING THE CAR PARKS AT HOPWAS WOODS NEXT TO THE A51

Councillor Loescher informed Members that he had produced the following proposal.

The Project

The project is to improve the car-parking provision at Hopwas Woods Car Parks next to the A51 at Packington.

The informal car parking at Hopwas Woods next to the A51 has become increasingly busy (especially since the Pandemic) as local communities seek to access Hopwas Woods, the local countryside, the Heart of England Way and the local canal network. The current carpark is a stoned area with parking for around 30 vehicles. The carparking facility is currently poorly surfaced and spasmodically maintained by Lichfield District Council (LDC). The local countryside had already suffered to the creating of the HS2 railway through the area.

The proposal is to resurface the car parking area at Hopwas Woods. This would involve the following:

- Completely re-grade the area
- Putting on a new surface (tarmac, gravel or another suitable pervious vehicle proof surface.)
- Putting appropriate drainage – especially, to prevent run-off onto A51
- Creating necessary curbing to A51.
- Putting in appropriate signage and bins etc

The project could also include creating new walking routes with appropriate signage.

Benefits

The benefits of the project if delivered are:

- Improving access to Hopwas Woods for local communities.
- Improving access Heart of England Way for local communities.
- Improving access to local countryside and canal network for local communities.
- Potentially Increasing tourism in an area
- Providing an opportunity for HS2 Ltd and BBV to put something back into one the parishes worst affected by HS2.
- Improving local access to countryside to "balance" negative impacts of HS2.
- Improve the local perception of HS2 Ltd and BBV

Constraints

The following are seen as constraints:

- Funding (the Parish Council has very limited funds).
- Involvement and agreement of land- owners (see below)
- involvement and agreement of appropriate authorities (Highways, LDC and SSC)
- Management resources.

These constraints are detailed further below.

Finance

It is anticipated that any scheme would in excess of £250k. The following could be approached for funding:

- HS2 Community Environment Fund (CEF)
- BLEF
- Lichfield District Council (LDC)
- Staffs County Council (SCC)
- Highways Agency

Land Ownership

The owned by:

- Robert Mercer
- John Barnes

The land owners have been approached by the Parish Council and are supportive of the scheme subject to appropriate legal agreements and safeguards.

Management Resources

Swinfen and Packington Parish Council is a very small parish council with a limited budget and only 6 voluntary unpaid members. Swinfen and Parish Council does not have the necessary resources to achieve the following:

- o Properly "Champion" the scheme and make the necessary applications for funding.

- o Co-ordinate the appropriate authorities.
- o Project manage the scheme.

Assistance would need to be sought and forthcoming from SCC, LDC, HS2 and BBV.

BBV have agreed to organise a focussed session to go through the CEF application involving CEF advisor from Groundwork, Staffs County Council, Highways and Lichfield District Council

RESOLVED That the following email be sent to Andy Debell of BBV; Aoinne Conway of BBV and David Emery of BBV:

When members of the Parish Council met with BBV at Cappers Lane, we discussed the proposal to obtain funding for the resurfacing the carparks at Hopwas Woods next to the A51. There two action points relevant that came out of the meeting:

- BBV - to organise a focussed session to go through the CEF application, involve CEF advisor from Groundwork, Staffs highway and Lichfield District Council.
- Parish Council - PC to agree the focus of project

We have prepared the attached document.

There is some concern on the Parish Council as regards the time and management this project would take on behalf of the PC.

As highlighted in the paper, Swinfen and Packington Parish Council is a very small parish council with a limited budget and only 6 voluntary unpaid members. Swinfen and Parish Council does not have the necessary resources to achieve the following:

- Properly "Champion" the scheme and make the necessary applications for funding.
- Co-ordinate the appropriate authorities.
- Project manage the scheme.

Assistance would need to be sought and forthcoming from SCC, LDC, HS2 and BBV.

**22. PLANNING APPLICATION 22/00915/FULM – MR LEE BUSHELL
SWINFEN HALL HOTEL, THE DRIVE
RETENTION OF MARQUEE**

RESOLVED Concerns were raised due to the increase in noise coming from the "open air" marquee. However, should the Local Planning Authority be mindful to grant permission then strict conditions should be applied relating to usage times and specify the routing of vehicles to and from the site, as more vehicular traffic is using The Drive [passing residential properties] which leads to the service road.

23. 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.

24. PARISH CLERK'S SALARY

RESOLVED That cheques be drawn in respect of the Parish Clerk's June 2022 [**cheque number 100643**] and July 2022 [**cheque number 100646**] salary, HMRC – June 2022 [**cheque number 100644**], Staffordshire Pension Fund - June 2022 [**cheque number 100645**], HMRC – July 2022 [**cheque number 100647**] and Staffordshire Pension Fund – July 2022 [**cheque number 100648**].

25. DATE AND TIME FOR NEXT PARISH COUNCIL MEETING

RESOLVED That:
Wednesday 07 September 2022
Wednesday 02 November 2022
Wednesday 25 January 2023
Wednesday 22 March 2023
Wednesday 17 May 2023

All meetings will commence at 6.00 pm.

[The Meeting closed at 6.51 pm]

Signed

Dated