

## SWINFEN AND PACKINGTON PARISH COUNCIL

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Our Ref: JM

07 January 2026

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 Centre, HMP Swinfen on Wednesday 14 January 2026 commencing 6.00 p.m. at which the business set out below will be transacted.

Yours sincerely

*Jayne Minor*

**Jayne Minor (Ms) CILCA & FILCA**  
**Parish Clerk**

<b>AGENDA</b>
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### **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**

- 1.1 Members are asked to formally approve an Absence of Leave from Meetings for Councillor Armstrong (due to ill health) until January 2027.

#### **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 12 November 2025 (Minute Nos. 34-45) (**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 [FOR INFORMATION PURPOSES ONLY]**

**CIL receipts**

Total amount of CIL received in financial year 2025/26	£0.00
Total amount of CIL received in financial year 2024/25	£0.00
Total amount of CIL received in financial year 2023/24	£0.00
Total amount of CIL received in financial year 2022/23	£0.00
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
<b>TOTAL RECEIVED</b>	<b>£36,332.99</b>

**CIL Spent**

Total amount of CIL spent in financial year 2025/26	£0.00
Total amount of CIL spent in financial year 2024/25	£575.00
Total amount of CIL spent in financial year 2023/24	£16,000.00
Total amount of CIL spent in financial year 2022/23	£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	£1,037.77

2018/19	
<b>TOTAL SPENT</b>	<b>£34,352.77</b>

#### **CIL Unspent**

<b>TOTAL UNSPENT</b>	<b>£1,980.22</b>
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### **7. GOVERNANCE AND ACCOUNTABILITY FOR SMALLER AUTHORITIES IN ENGLAND PRACTITIONERS' GUIDE 25**

For information purposes only. The Practitioners' Guide 25 (Assertion 10) states that it is best practice for all Council communication to use authority-owned gov.uk domains. Staffordshire Parish Councils Association (SPCA) of which the Parish Council are members, have suggested Parish Online which provide free gov.uk domain and free gov.uk mailbox for Parish Council Clerk (gov.uk domain name and one gov.uk email address for the clerk). The email will be [clerk@swinfenandpackingtonparishcouncil.gov.uk](mailto:clerk@swinfenandpackingtonparishcouncil.gov.uk)

### **8. 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.

### **9. PARISH CLERK'S SALARY**

Members are requested to approve the payment of the Parish Clerk's December 2025 and January 2026 salary (**PINK ENCLOSURE**).

### **10. DATE AND TIME FOR NEXT PARISH COUNCIL MEETING**

Wednesday 11 March 2026

Wednesday 13 May 2026 – Annual General Meeting

All meetings will commence at 6pm

### **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 ANNUAL MEETING  
HELD AT CONFERENCE CENTRE, HMP SWINFEN ON  
WEDNESDAY 12 NOVEMBER 2025 COMMENCING AT 6.00 PM**

**PRESENT**

Councillor Barnes in the Chair  
Councillors Dyott, Loescher, Perks and Mrs Phillips

**In attendance:**

Ms J Minor, Parish Clerk

**COUNTY COUNCILLOR TRACEY DOUGHERTY (LICHFIELD RURAL EAST)**

The Parish Clerk welcomed County Councillor Tracey Dougherty to the meeting. County Councillor Dougherty informed Members that she had been elected on 01 May 2025 for Lichfield Rural East and that she represented the Reform UK party. She explained that having spoken to Parish Councils and constituents their main concerns were HS2, Housing and Highways. County Councillor Dougherty confirmed that Cappers Lane is scheduled to be resurfaced. This was meant to have been completed by HS2 however the County Council would be undertaking the work and reclaiming the cost from HS2. She also confirmed that the Swinfen Island was scheduled to be resurfaced (during the night – less disruption) but no date had yet been confirmed.

Referring a meeting earlier in the year with representatives from Staffordshire County Council, Councillor Dyott referred to the blocked gullies along the Tamworth Road (A51) and the local reports of accidents at the junction with Lichfield Road. At the meeting he was informed that the gullies along Tamworth Road are cleansed on an annual basis, last getting cleansed in November 2024. Whereas the gullies along Lichfield Road are on a biennial cleanse, last getting completed in 2023. Both roads are due to be cleansed this Autumn/Winter. Councillor Barnes referred to some inaccessible blocked gullies due to locked lids. County Councillor Dougherty stated that she would speak to Garry Hunt, Community Highways Manager on this matter.

Referring to the accidents at the junction with Lichfield Road, Councillor Dyott explained that not all accidents are being reported. If someone is injured in a road traffic accident on a public road and it has been reported to or recorded by the police, then the County Council receives the collision data. Details of non-injury related collisions are not recorded in the same detail by the police, and the County Council do not receive data for these. The data does not always align with local perceptions, but it does enable County Council to take a consistent approach across the network. They often receive insight and feedback from residents on the number of accidents and near misses in their area but sadly they are not in a position to take these into account as these may not have been reported.

## **HS2**

Councillor Loescher explained that he together with Councillor Barnes had been compiling a list of concerns which was hoped would be discussed at the meeting scheduled for Friday 21 November 2025 at Haunton Church Hall, which was to be hosted by Sarah Edwards MP, Member of Parliament for Tamworth. He felt that this tied in with the current complaint that the Parish Council had submitted to HS2. Councillor Loescher also hoped to form a Working Group consisting of other Parish Councils affected by HS2. It was formally approved that Councillor Loescher would be Swinfen and Packington Parish Council's representative on the Working Group.

## **PUBLIC FORUM**

No members of the public were present.

- 34. APOLOGIES FOR ABSENCE** were received from Councillor Armstrong (Dispensation) and Councillor Mrs Pope.

**35. DECLARATIONS OF INTEREST**

None declared.

**36. MINUTES**

**RESOLVED** That the Minutes of the Meeting of the Parish Council held on 10 September 2025 (Minute Nos. 25-33) as circulated, be approved as a correct record.

**37. CHAIRMAN'S ANNOUNCEMENTS**

Councillor Barnes stated that he had seen an increase in the number of vehicles at Hopwas Hill Car Park and explained that the landowner had blocked access due to the fact that the pig rustling season was upon us.

Councillor Loescher referred to the footpath and quad bikes and it was formally agreed that Councillor Loescher together with Councillor Barnes would keep assessing the situation and if necessary, would purchase a permanent feature to restrict entry.

**38. THE HIGH-SPEED RAIL PLANS**

See above.

**39. CIL MONIES**

**RESOLVED** That the CIL unspent to date totalling £1,980.22 be noted.

**40. SCHEDULE OF PAYMENTS TO DATE**

**RESOLVED** That the schedule of payments to date be received and noted.

**41. BUDGET**

**RESOLVED** That the Parish Clerk's report detailing actual to date figures (budget) be received and noted.

**42. 2026/2027 PRECEPT ON LICHFIELD DISTRICT COUNCIL**

**RESOLVED** That the level of precept to be declared on Lichfield District Council should be £7,000.

**43. 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.

**44. PARISH CLERK'S SALARY**

**RESOLVED** That cheques be drawn in respect of the Parish Clerk's October 2025 (**cheque number 100771**) and November 2025 (**cheque number 100773**) salary, Staffordshire Pension Fund – October 2025 (**cheque number 100772**) and Staffordshire Pension Fund – November 2025 (**cheque number 100774**) and HMRC (period 06 October 2025 to 05 January 2026) (**cheque number 100775**).

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

**RESOLVED** That:  
Wednesday 11 March 2026  
Wednesday 13 May 2026 – Annual General Meeting

All meetings will commence at 6.00 pm.

(The Meeting closed at 7.13 pm)

Signed .....

Dated .....