

# MINUTES OF THE MEETING OF WIGGINTON AND HOPWAS PARISH COUNCIL

held on Thursday 1<sup>st</sup> July 2021 at 7.15pm at St Leonard's C of E School, Wigginton.

**Present:** Cllr. D. Shirtliff (Chair), Cllr. C. Croft, Cllr. A Moore, Cllr. J. Shirtliff, Cllr. K. Stevens.

**Guests in Attendance:** 0

**Public in Attendance:** 1

**Minute Taker & Clerk:** Kate Clover, clerk@wiggintonandhopwas.co.uk

**21/023. Apologies:** None

**21/024. Public Participation:** A resident introduced themselves to the Council and expressed an interest in becoming a Councillor, the Council welcomed them to the meeting.

**21/025. Declarations of Interest and Dispensations:** None

**21/026. Minutes:** It was RESOLVED that the Minutes of the Annual Parish Council meeting held on Thursday 6<sup>th</sup> May 2021 having been circulated, be confirmed and signed as a correct record.

**21/027. Reports from County and District Councillors (for information only) if present:**

**21/028. Reports from Chairman, Councillors and Clerk (for information only):**

Chairman Cllr Shirtliff attended the first session of some Chairmanship training and will complete this in September. Cllr Croft also attended this training course and found the course content useful, as well as listening to Councillors from other Parishes. Cllr Croft found the format of meeting online to train helpful.

- a) The Clerk attended the SLCC Branch Meeting in May, it was confirmed that GOV.UK websites and email addresses are not mandatory but recommended good practice, Clerk also attended training on making effective planning representations via the SPCA which was useful
- b) Newsletter – Clerk reported that this was printed and distributed by Alan Robey w/c 17<sup>th</sup> May. The Council had received a good response in general, several contacts regarding the alleged public footpath, speeding in Hopwas, an enquiry regarding a potential new councillor, a suggestion for a future article and generally complimentary feedback on the presentation of the newsletter. Accessible version for screen readers is available on the website.
- c) £100 grant awarded to Hopwas Gardening Club under Scheme of Delegation to the Clerk in conjunction with the Chair. Cllr Moore reported there had been more fly-tipping in Comberford, some turf in the layby and many reeds left in the hedgerow. Cllr Moore also reported the hedgerows adjacent to the footpath on Tollgate Lane are overgrown making it difficult for pedestrians to use and inaccessible to wheelchair users.

**21/029. Planning:**

- a) To consider new application/s: None
- b) To report decisions on previous applications:

| Reference                     | Address                                                                                    | Details                                                                                                                                                                                                                                         | W&H comment                                                                                                                                                                                                                                                                                                                                                                                                        | LDC decision              |
|-------------------------------|--------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| <a href="#">21/00657/FUH</a>  | 19 Hints Road Hopwas<br>Tamworth Staffordshire<br>B78 3AB                                  | Erection of a single storey rear extension                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                    | Pending<br>Consideration  |
| <a href="#">21/00926/REMM</a> | Land North Of Ashby Road<br>Tamworth Staffordshire                                         | Section 73 application for variation of conditions 6 (Approved plans of spine road) and 7 (Visibility splays) of application 19/00777/REMM in relation to changes made to the site infrastructure as a result of the technical approval process |                                                                                                                                                                                                                                                                                                                                                                                                                    | Pending<br>Consideration  |
| <a href="#">21/00351/FUL</a>  | Land Adjacent Ayrshire<br>Barn Arkall Farm Ashby<br>Road Tamworth<br>Staffordshire B79 0AA | Erection of a detached dwelling and garage and associated works                                                                                                                                                                                 | Recommend Refusal: Does not meet requirements set out in POLICY WHC3 of the Neighbourhood Plan. This development would detract from the visual character of the area and does not use materials that respond to the characteristics of the site and its surroundings. Planning Statement for 20/00853/OUT states: 'The intention is for the house to be in keeping with the area thus not compromising the overall | Application<br>withdrawn. |

|                                  |                                                                                          |                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                       |
|----------------------------------|------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
|                                  |                                                                                          |                                                                                                                                                                                                                                | appearance of the area and adjacent developments' The full application does not appear to reflect these intentions. Full comment available on LDC website.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                       |
| <a href="#">21/00618/FUH</a>     | 17 Two Trees Close<br>Hopwas Tamworth<br>Staffordshire B78 3BG                           | Erection of a single storey rear kitchen & dining extension                                                                                                                                                                    | No objections                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Decided - Approve     |
| <a href="#">21/00441/FUH</a>     | Camellia Cottage 15<br>Nursery Lane Hopwas<br>Tamworth Staffordshire<br>B78 3AS          | Erection of single storey side and front extension                                                                                                                                                                             | No objections                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Decided - Approve     |
| <a href="#">21/00473/FUH</a>     | New Brookside Cottage<br>Manor Lane Comberford<br>Tamworth Staffordshire<br>B79 9BQ      | Single storey extensions to side and two storey extension to side, conversion of garage and installation of 4no roof lights                                                                                                    | No objections                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Pending Consideration |
| <a href="#">21/00380/FUL</a>     | Post Office Farm House<br>Syerscote Lane Wigginton<br>Tamworth Staffordshire<br>B79 9DX  | Section 73: Variation of condition 8 (Occupation) of application 19/01024/FUH relating to the use of accommodation as ancillary only                                                                                           | Recommend refusal: Condition remains valid due to parking and highway issues outlined in the Neighbourhood Plan (policy W4) and the Local Plan Strategy (policy BE1 & ST1 & core policies 3&5) the site plan regarding parking is not workable & the bus service in Wigginton ceased in 2017/18. Full comments available on the LDC website.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Pending Consideration |
| <a href="#">21/00370/FUH</a>     | Long Mynd Lichfield Road<br>Hopwas Tamworth<br>Staffordshire B78 3AG                     | Erection of rear first floor bedroom extension.                                                                                                                                                                                | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Decided - Approve     |
| <a href="#">L.19/12 M/D MOU1</a> | Rawlett Community Sports<br>College Comberford Road<br>Tamworth Staffordshire<br>B79 9AA | Modification to Memorandum of Understanding (MoU) in connection with planning permission L.19/12 relating to off-site highway works                                                                                            | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Decided - Approve     |
| <a href="#">14/00516/DSCH13</a>  | Arkall Farm Ashby Road<br>Tamworth Staffordshire                                         | Approval of details under a S106 planning obligation relating to paragraphs 2 and 3 of Schedule 3                                                                                                                              | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Decided - Approve     |
| <a href="#">20/01649/FUH</a>     | Oak Tree Manor 34<br>Nursery Lane Hopwas<br>Tamworth Staffordshire<br>B78 3AS            | Conversion of existing garage and extension forming a new garage with accommodation above                                                                                                                                      | Consideration to be given to Highway restrictions for construction access                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Decided - Refuse      |
| <a href="#">20/00772/REMM</a>    | Arkall Farm Ashby Road<br>Tamworth Staffordshire                                         | Reserved Matters application relating to application 14/00516/OUTMEI for the provision of public open space for Phase 2 in the central area of the site including details of access, appearance, scale, layout and landscaping |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Pending Consideration |
| <a href="#">20/00629/OUT</a>     | Silver Birches Syerscote<br>Lane Wigginton Tamworth<br>Staffordshire B79 9ER             | Outline application for the erection of up to 9no dwellings (all matters reserved)                                                                                                                                             | The Parish Council consider the highway unsafe for construction traffic to safely manoeuvre and a strong likelihood of obstruction and difficulties to local residents especially during school drop off / pick up times construction work should ideally be mindful of the proximity to the school and plan accordingly. Longer term the exit from silver birches onto Syerscote lane is on a right-hand bend and could be hazardous for the residents, given the proximity to the Arkall Farm development could access through Arkall Farm be considered / negotiated for this estate and entrance to Syerscote Lane be closed off to protect Syerscote Lane from additional pressures the two developments will bring to the village.                                                                                                                                                                                                            | Pending Consideration |
| <a href="#">20/00339/REMM</a>    | Arkall Farm (Phase 1)<br>Ashby Road Tamworth<br>Staffordshire                            | Application for approval of Reserved Matters for appearance, layout, scale and landscaping of 15 plots and associated works                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Pending Consideration |
| <a href="#">18/00840/OUTMEI</a>  | Land North Of Browns<br>Lane Tamworth<br>Staffordshire                                   | Outline application for up to 210 dwellings, public open space, landscaping, sustainable urban drainage, access, and associated infrastructure. (All matters reserved except access).                                          | This land is not on the SLA for either the existing LDC plan or the new emerging review for 2018-2040. The site is not within the policies of the Wigginton and Hopwas Neighbourhood plan despite their report suggesting that it create no coalescence with Tamworth. The land shows evidence of Medieval farming which would be lost. The Planning enquiry into the Arkle Farm site came to the conclusion that the that development of 1000 houses would put undue and unacceptable pressure on the local infrastructure and required a measured development. This proposed development would simply add to the problems. If accepted it would look like a way of bypassing the conditions laid out the inspector's report. It is obvious to residents that there is already extreme pressure on schools' medical facilities and highways. This will only be increased with the developments already approved despite the improvements proposed. | Pending Consideration |

**21/030. General Maintenance:** The defibrillator pads due to expire at the end of May were replaced at both sites with the existing spares. A new set of spare pads were put into each of the carry cases. Alan Robey repaired bus shelter (A51 Hopwas) and replaced the missing bird repeller spikes on the swings at HPF with softer plastic spikes as per playground inspection report last year. Cllr Shirtliff advised some of these had already been damaged. Wasps reported around the larger climbing frame, nest destroyed. D-Rings from Goalpost at HPF have been removed as they were damaged and causing a hazard. This will stop the nets from hanging properly, a long-term solution will be needed. A quote for the insurance value / replacement costs of the Bus Shelters had not been received, Clerk to chase company. A resident has reported the hedges along the A51 opposite Hints Rd towards the River Tame signpost need trimming back as they are having visibility issues upon joining the highway.

**21/031. Policies:** It was RESOLVED to adopt the Equality and Diversity Policy in place of the existing equal opportunities policy. It was RESOLVED that the Standing Orders would be deferred until the next meeting as some minor updates to the existing draft were needed. Clerk to action.

**21/032. Correspondence:** Clerk had received request to help find land for metal detecting for a hobbyist, publicly available contact information for local farms, woodland and churches was given. Advised land belonging to the Parish Council would need to have permission granted by the Council and as Clerk I would be unlikely to recommend this due to the risk of damage to surfacing and divots in the playing field and play areas causing trip hazards and potentially costly repairs. Issues with skip on the highway outside Wigginton Cottage; and remaining construction materials blocking the footpath. Cllr White contacted for advice to help. All has now been resolved and bin store has now been constructed. Further complaints re: parking had been received Also in Wigginton, an illegal camera had been placed upon a speed limit signpost which was reported and removed by the police. Resident contacted Cllr Shirtliff re: speeding on Hopwas Hill. Resident given further information from SCC regarding speed reduction measures, statistics on speeding offences on A51 Hopwas Hill and contact information for the local PCSO for further advice. Lichfield City Centre Public Realm Strategy: [Lichfield District Council Questionnaire Survey \(surveymonkey.co.uk\)](https://www.surveymonkey.co.uk) ;The Queen's Platinum Jubilee Beacons – 2nd June 2022 [www.queensjubileebeacons.com](http://www.queensjubileebeacons.com) ; [2023-Review-Partner-Pack.pdf \(independent.gov.uk\)](https://www.independent.gov.uk) Parliamentary Constituency Boundaries – Our Parish is all within the Tamworth constituency and the proposed boundary changes do not appear to affect us. A5/M42 works between Mile Oak/Holly Lane nr Atherstone & J10 & 11 from July 2021-Jan 2022

**21/033. Financial Matters:**

- a) It was RESOLVED to dissolve the ringfenced reserves for Asset Replacement and Contingency and to create a General Reserve Fund of £20,000 as per the recommendation from the Internal Auditor.
- b) The Q1 Budget Monitoring Report was noted.
- c) It was RESOLVED to approve the payment schedules for May/June & July, the internal transfer of £2000 and the bank reconciliation to 25<sup>th</sup> June 2021

| Payment Schedule          | May / June  | PAID                      |    | Net        | VAT      | Total             |
|---------------------------|-------------|---------------------------|----|------------|----------|-------------------|
| Toplis Associates         | 1171        | Audit Fees                |    | £ 117.00   | £ 23.40  | £ 140.40          |
| SPCA                      | SI-258      | Training                  |    | £ 50.00    |          | £ 50.00           |
| Came & Co                 |             | Insurance                 |    | £ 1,191.36 |          | £ 1,191.86        |
| A. Robey                  | May         | HPF Repairs & Newsletters |    | £ 182.50   |          | £ 182.50          |
| A. Cox                    | 1760        | Wigginton grass cutting   |    | £ 90.00    |          | £ 90.00           |
| MB&G                      | 76552       | HPF grass cutting         |    | £ 120.83   | £ 24.17  | £ 145.00          |
| LDC                       | M0007580679 | Dog & Litter Bins         |    | £ 1,235.00 | £ 247.00 | £ 1,482.00        |
| Hopwas Garden Club        |             | Donation                  |    | £ 100.00   |          | £ 100.00          |
| NEST                      | May         | Pensions                  | DD | £ 97.20    |          | £ 97.20           |
| Ms K Clover               | May         | Salary / Expenses         |    | £ 575.19   | £ 0.58   | £ 575.77          |
| HMRC                      | May         | PAYE                      |    | £ 114.40   |          | £ 114.40          |
| SPCA                      | SI-303      | Training                  |    | £ 100.00   |          | £ 100.00          |
| Tamworth Pest Control     | 4401        | HPF Maintenance           |    | £ 60.00    |          | £ 60.00           |
| <i>Total for May/June</i> |             |                           |    |            |          | <i>£ 4,269.13</i> |
| Payment Schedule          | July        | To Pay                    |    | Net        | VAT      | Total             |
| Ms K Clover               | June        | Salary / Expenses         |    | £ 554.80   | £ 0.58   | £ 555.38          |
| HMRC                      | June        | PAYE                      |    | £ 114.20   |          | £ 114.20          |

|                       |        |             |    |         |         |          |
|-----------------------|--------|-------------|----|---------|---------|----------|
| NEST                  | June   | Pensions    | DD | £ 97.20 |         | £ 97.20  |
| A. Robey              | June   | HPF Repairs |    | £ 50.00 |         | £ 50.00  |
| SPCA                  | SI-348 | Training    |    | £ 30.00 |         | £ 30.00  |
| A1 motor stores       | 156902 | Newsletter  |    | £ 84.50 | £ 16.90 | £ 101.40 |
| <i>Total for July</i> |        |             |    |         |         | £ 948.18 |

**21/034. Items for next meeting.** Wigginton Land for sale / CIL Money, Tollgate Lane hedges.

**21/035. Date time & venue of future meetings.**

No August meeting  
Thursday 2<sup>nd</sup> September 2021 7:15pm, Thomas Barnes School, Hopwas

**21/036. Closed Session:** It was RESOLVED to move into a closed session and exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, due to the sensitive nature of business to be discussed for item 21/037.

**21/037. Volunteers:** It was RESOLVED to create a volunteer policy and to produce templates for volunteer agreements & training records in accordance with legal advice from insurers.

There being no further business the Chairman declared the meeting closed at 20:49

..... Signed ..... Date