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NOTICE OF A MEETING OF WIGGINTON & HOPWAS PARISH COUNCIL

To be held at Thomas Barnes Primary School, Hopwas, at 7:15pm on Thursday 6th October 2022

Member of the public and the press are welcome to attend

30th September 2022

Dear Councillor,

You are summoned to attend a meeting of Wigginton and Hopwas Parish Council to be held at Thomas Barnes School, Hopwas at **7:15pm on Thursday 6th October 2022** at which the following business will be transacted. Any Councillor unable to attend should forward their apologies either to the Clerk or the Chairman.

If you have any queries regarding the above information, please do not hesitate to contact me.

K Clover
Kate Clover
Parish Clerk

AGENDA

22/048. Apologies: To receive and approve reasons for absence.

22/049. Public participation: The meeting to adjourn for up to 15 minutes to allow for public participation. Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. *Members of the public wishing to raise issues which are not on the agenda should notify the Clerk, members of the Public may not take part in the Council Meeting itself. You are requested to send your comments to the Clerk by midday on the day of the meeting.*

22/050. Declarations of Interest and Dispensations: To receive Declarations of Interests and consider grant of dispensations of which written notice has been received by the Clerk.

22/051. Minutes: To approve the minutes of the Parish Council meeting held on 7th July 2022 (**APPENDIX 1**)

22/052. Reports from County and District Councillors (for information only) **if present:**

22/053. Reports from Chairman and Councillors (for information only):

- a) Cllr Loxton wished to record the Parish Council's thanks to the Fire Service and Local Farmers whose actions prevented the fire on the fields behind Browns Lane, Wigginton from spreading any further.

22/054. Planning:

- a) To consider new application/s:

Reference	Address	Details	W&H comment	LDC decision
22/01325/FUL	The Old Crown 120 Main Road Wigginton Tamworth Staffordshire B79 9DW	Retention of InPost Parcel Locker		

- b) To report decisions on previous applications:

Reference	Address	Details	W&H comment	LDC decision
22/01302/FUH	The Woodfields Main Road Wigginton Tamworth Staffordshire B79 9DN	Demolition of existing double garage, entrance hall, store and covered garden area and erection of a two storey side extension and detached triple garage block	None	Pending Consideration

22/01330/FUH	Wigginton Fields Farm Main Road Wigginton Tamworth Staffordshire B79 9LH	Erection of detached garage and stores	None	Pending Consideration
22/01281/FUH	The Holt 23 Two Trees Close Hopwas Tamworth Staffordshire B78 3BG	Replacement of windows and doors including works to storm porch and garden walls	None	Pending Consideration
22/01229/FUL	Cobwebs Lichfield Road Hopwas Tamworth Staffordshire B78 3AE	Retention of domestic sewage treatment plant and soakaway to serve existing garden building	None	Pending Consideration
22/00998/FULM	Arkall Farm, Ashby Road, Tamworth, Staffordshire	Erection of a 66 bedroom care home for older people (Use Class C2) with associated access, parking and landscaping.	None	Pending Consideration
22/01094/FUH	Leewood House Lichfield Road Hopwas Tamworth Staffordshire	Erection of first floor side extension to replace existing terrace and rendering of front.	None	Decided - Approve
22/00885/FULM	Land Adj Coton Farm Coton Lane Coton Green Tamworth Staffordshire	Variation of condition 2 (Approved Plans) of permission 19/00259/FULM relating to modifications to the apartment blocks (plots 49-78), site layout and location of bike / bin stores (plots 49-56 and 63-70)	None	Pending Consideration
22/00830/FUH	The Poplars 2 Lichfield Road Hopwas Tamworth Staffordshire B78 3AF	Erection of single storey rear extension	None	Decided - Approve
22/00782/FUH	The Woodfields Main Road Wigginton Tamworth Staffordshire B79 9DN	Erection of ancillary residential annex	None	Decided - Withdrawn
22/00777/FUH	1 Lichfield Crescent Hopwas Tamworth Staffordshire B78 3AJ	Demolition of existing conservatory and erection of single storey rear extension	None	Decided - Approve
22/00513/FUL	The Old Crown 120 Main Road Wigginton Tamworth Staffordshire B79 9DW	Retention of existing outdoor bar to rear	None	Decided - Approve
22/00370/FUL	Aviemore 45 Nursery Lane Hopwas Tamworth Staffordshire B78 3AS	Demolition of existing buildings and outbuildings and erection of 7No detached dwellings, with associated garages, access and landscaping	22_00370_FUL- WIGGINTON AND HOPWAS PARISH COUNCIL-770797.pdf (lichfielddc.gov.uk)	Pending Consideration
20/00629/OUT	Silver Birches Syerscote Lane Wigginton Tamworth 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. Consultee Comments for Planning Application 20/00629/OUT (lichfielddc.gov.uk)	Pending Consideration
18/00840/OUTMEI	Land North Of Browns Lane Tamworth 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. Consultee Comments for Planning Application 18/00840/OUTMEI (lichfielddc.gov.uk)	Pending Consideration

c) **Canal Bridge Weight Restrictions:** To consider proposed weight restrictions for Balls & Dunston Canal Bridges, Hopwas.
(APPENDICES 2a & 2b)

22/055. Clerk Report (APPENDIX 3):

- a) **Speed Indicator Devices / Vehicle Activated Signs** – To consider the purchase of an android tablet for data collection (proposed by Cllr Croft)
- b) **Maintenance of Grass Verges / Parish Online (Digital Mapping Software)** – To consider purchasing a subscription to Parish Online (proposed by Cllr Shirtliff)
- c) **Quarterly Operational Play Inspections** – To consider quarterly operational inspections of play areas
- d) **General Maintenance**
 - i. Update on scheduled maintenance work at Hopwas Playing Field
 - ii. Broken Play Area Gate Latch Hopwas Playing Field – to ratify decision for Jackson’s fencing to repair
 - iii. Ball Stop Netting – to consider storage of the netting
 - iv. CMG Playtower Repair – to ratify decision to pay Beacon Street Garage invoice via Parish Council in lieu of donating funds to CMG Trust.
 - v. Defibrillator Update (Software issues / re-call)
 - vi. Wigginton Noticeboard – to discuss which stain is to be used.
 - vii. Hedges on A51 at Bus Stop opposite Tame Otter have been reported to SCC on 23rd July
- e) **Correspondence** – Details of correspondence to be noted

22/056. Policies:

- a) To review the Working Party Terms of Reference policy (**APPENDIX 4a**)
- b) To consider the adoption of a Community Engagement policy (**APPENDIX 4b**)

22/057. Civility and Respect Pledge: To consider passing a resolution to sign up to the civility and respect pledge (**APPENDIX 5**)

22/058. Financial matters:

- a) To approve the payment schedule from Late July, August & September and an internal transfer of £5,000 to the Current Account (**APPENDIX 6a**)

Jul / Aug / Sep Payment Schedule	PAID					
Beacon Street Garage	84322	CMG Donation	£ 895.00	£ 179.00	£ 1,074.00	
A. Cox	2265	St John's Churchyard	£ 30.00	£ -	£ 30.00	
St Leonard's School	0070	Room Hire	£ 30.00	£ -	£ 30.00	
M&BG	86639	HPF Grass Cutting	£ 120.83	£ 24.17	£ 145.00	
A.Robey	July	HPF Inspections	£ 50.00	£ -	£ 50.00	
SBT Landscapes	2	HPF Repairs	£ 410.00		£ 410.00	
Staffing Costs		Salaries, PAYE & Pensions	£ 757.04	£ -	£ 757.04	
Expenses		Homeworking Allowance & Travel	£ 48.05	£ -	£ 48.05	
HP Instant Ink - Clerk		Stationery	£ 3.74	£ 0.75	£ 4.49	
Microsoft 365 - Clerk		IT	£ 9.40	£ 1.88	£ 11.28	
Traffic Technology	DT6612	CIL Funds	£ 547.50	£ 109.50	£ 657.00	
Npower	IN04254087	Church Rd Lighting	£ 16.56	£ 0.83	£ 17.39	
Npower	IN04254171	Church Rd Lighting	£ 13.32	£ 0.67	£ 13.99	
A. Cox	2292	St John's Churchyard	£ 30.00	£ -	£ 30.00	
A. Cox	2294	Wigginton Grass Cutting	£ 100.00	£ -	£ 100.00	
Staffing Costs		Salaries, PAYE & Pensions	£ 757.04	£ -	£ 757.04	
Expenses		Homeworking Allowance & Travel	£ 43.10	£ -	£ 43.10	
HP Instant Ink - Clerk		Stationery	£ 3.74	£ 0.75	£ 4.49	
Microsoft 365 - Clerk		IT	£ 40.90	£ 8.18	£ 49.08	
Traffic Technology	DT6634	CIL Reserves	£ 125.00	£ 25.00	£ 150.00	
Mazars	2064679	Audit Fees	£ 200.00	£ 40.00	£ 240.00	
LDC	M0075915870	Annual Play Inspections	£ 66.65	£ 13.33	£ 79.98	
A. Robey	August	HPF Inspections	£ 50.00	£ -	£ 50.00	
M&BG	87361	HPF Grass Cutting	£ 120.83	£ 24.17	£ 145.00	
A. Cox		St John's Churchyard	£ 30.00	£ -	£ 30.00	
						£ 4925.13
October Payment Schedule	To Pay					
Staffing Costs		Salaries, PAYE & Pensions	£ 931.74	£ -	£ 931.74	
Expenses		Homeworking Allowance & Travel	£ 32.75	£ -	£ 32.75	
HP Instant Ink - Clerk	21.09.22	Stationery	£ 3.74	£ 0.75	£ 4.49	
Microsoft 365 - Clerk		IT	£ 32.63	£ 6.53	£ 39.16	
A.Robey	September	HPF Inspections	£ 50.00	£ -	£ 50.00	
M&BG	88070	HPF Grass Cutting	£ 120.83	£ 24.17	£ 145.00	
A. Cox	2358	St John's Churchyard	£ 30.00	£ -	£ 30.00	

A. Cox	2363	Wigginton Grass Cutting		£ 100.00	£ -	£ 100.00
						<i>£ 1,333.14</i>

- b) To approve the accounts and bank reconciliation to 30th September 2022 (**APPENDIX 6b**)
- c) To note the Q2 Budget Monitoring Report (**APPENDIX 6c**)
- d) To note the External Audit Report and Completion Letter for the Annual Governance and Accountability Return 2021-22. No issues were raised and therefore no further action is required. (**APPENDIX 6d**)
- e) To confirm the following transfers from reserves:
 - i. £410 for Grano dust areas completed by SBT Landscapes from the HPF Repair Fund
 - ii. £672.50 for SID repairs / improvements by Traffic Technology from the CIL Reserve Fund

22/059. Items for next meeting. Dunstall Lane Litter, Draft Budget 2023/24, Document Reviews: Lone Working Policy, Parish Council Action Plan 2021-23, Publication Scheme, Risk Management Scheme, Statement of internal controls and Annual Review of the effectiveness of internal controls, Volunteer Policy, Community Infrastructure Levy (CIL) Working Party Terms of Reference.

22/060. Date, time & venue of future meetings.

- Thursday 3rd November 2022, 7:15 pm, St Leonard’s C of E School, Wigginton
- Thursday 12th January 2023, 7:15 pm, Thomas Barnes County Primary School, Hopwas
- Thursday 2nd March 2023, 7:15pm, St Leonard’s C of E School, Wigginton
- Thursday 11th May 2023, 7:15pm, Thomas Barnes County Primary School, Hopwas