

MINUTES OF THE MEETING OF WIGGINTON AND HOPWAS PARISH COUNCIL

held on Thursday 3rd November 2022 at 7.15pm at St Leonard's Primary School, Wigginton.

Present: Cllr. C. Croft (Chair), Cllr. H. Loxton, Cllr. A. Moore.

Guests in Attendance: District Cllr H. Warburton

Public in Attendance: 2

Minute Taker & Clerk: Kate Clover, clerk@wiggintonandhopwas-pc.gov.uk

22/061. Apologies: Cllr. D. Shirtliff and Cllr. K. Stevens sent apologies to the Chair and Clerk, it was RESOLVED to approve their reasons for absence. Cllr C. Booker was also absent.

22/062. Public Participation: MOP spoke on behalf of a resident to provide further information regarding the position of the boundary between the resident's property and Comberford Millennium Green to consider during the discussion in item 22/075.

22/063. Declarations of Interest and Dispensations: None

22/064. Minutes: It was RESOLVED that the Minutes of the Parish Council meeting held on Thursday 6th October 2022, having been circulated, be confirmed, and signed as a correct record.

22/065. Reports from County and District Councillors (for information only) if present: District Cllr Leytham had sent his apologies. District Cllr Warburton apologised for the fact his LDC meeting have frequently clashed with out Parish Council meetings, so he has not been able to attend for some time. LDC going through changes, and they are hoping to improve customer service. Now many staff are working from home they have put in a business hub. Advised Parish Council to keep an eye on planning especially or large developments to make sure amended plans are reviewed. City Centre masterplan is going ahead no large revisions to this as yet. Parish Council asked Cllr Warburton to look at the status of the planning application 18/00840/OUTMEI on the Land North of Browns Lane. Clerk asked District Cllr Warburton to clarify what LDC's position is on meeting the cost for the provision of additional litter bins in the district in respect of item 22/070.

22/066. Reports from Chairman and Councillors (for information only): Cllr Loxton attended a Hints Quarry Liaison meeting, Tarmac reported that trespassers had got into the quarry via Knox's Grave Lane potentially from Hopwas. Cllr Alan Moore discussed the potential of using some CIL funding to provide some CCTV for Comberford as the village had experience a period of increased crime and disturbance in the village, with a break in occurring and unknown vehicles spotted in the village at night. Cllr Moore advised Elford Parish Council had done this, Clerk would contact the Clerk at Elford for further information and Cllr Moore would also look into this further.

22/067. Planning:

a) To consider new application/s:

Reference	Address	Details	W&H comment	LDC decision
22/01517/FUH	Cottage Pie 55 Hints Road Hopwas Tamworth Staffordshire B78 3AB	Erection of 2no. rear extensions	None	Pending Consideration
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	Amended Application comments: To reiterate previous comments (amend for Scout Hut parking provision) Original Application comments: 22_00370_FUL- WIGGINTON AND HOPWAS PARISH COUNCIL-770797.pdf (lichfielddc.gov.uk)	Pending Consideration

b) To report decisions on previous applications:

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	Comments filed with LDC 14/10/2022	Pending Consideration
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	Decided - Approve
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	Decided - Approve
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.	See draft comments (APPENDIX 2a)	Pending Consideration
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
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 in 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

22/068. Clerk Report:

- a) **Speed Indicator Devices / Vehicle Activated Signs** –No further update
- b) **Maintenance of Grass Verges / Parish Online (Digital Mapping Software)** - Parish Online has been purchased, new users created for Councillors, no information uploaded yet due to time constraints.
- c) **Quarterly Operational Play Inspections** – Two quotes received, Clerk currently trying to obtain a third quote, various suppliers have been approached. PC discussed potentially having an inspection only package for CMG from one supplier and an inspection & maintenance package from the other supplier.
- d) **General Maintenance**
 - i. Annual Inspection Reports – noted. Cllr Croft discussed potentially removing and storing the spring rocker if a repair could not be scheduled soon.
 - ii. Defibrillator Update – software updates have been done however defibrillator at Wigginton is now missing. Email rec'd from the circuit indicated this was reported missing by West Midlands Ambulance Service. Clerk will continue to investigate this.
 - iii. Wigginton Noticeboard Update – No update due to inclement weather.
 - iv. Hedges A51 Update – These are scheduled to be cut next week and will be put on annual cutting schedule for next year (usually to be cut by mid-October)
 - v. It was RESOLVED to ratify the decision made under delegated authority to authorise Sign Technology to update the park signage to gov.uk email addresses for £180 + VAT
 - vi. Grass Cutting Contract 2023/24 Wigginton & St John's Churchyard – It was RESOLVED to stay with our existing supplier based upon their reliability, quality of work and value for money.
- e) **Correspondence** – An update from MOP regarding resolution to Severn Trent issues in Comberford, SCC, LDC, SPCA, NALC & other correspondence had been circulated to Councillors and where relevant to residents placed on the website and social media. Clerk had received a phone call from a Hopwas Resident regarding a leak from the canal into their cellar which the Canal & River Trust believed was the responsibility of SCC, Clerk had passed on contact details for County Councillor Alan White.
- f) **Councillor Vacancy / Elections May 2023** – It was RESOLVED that suitable flyers and posters could be produced and Clerk could authorise this spend under delegated authority. Councillors would try to recruit candidates for co-option

and potentially for elections in May 2023 by going door-to-door especially within Hopwas and also newer estates in the Parish to explain the work of the Parish Council and the need for more representatives. It was also mentioned that Whittington Parish Council had put an article in the Tamworth Herald under the village voice and that we may wish to produce a similar article for inclusion which the Council agreed to do.

22/069. Policies:

- a) The Lone Working Policy was reviewed and adopted. It was RESOLVED to set a review date of November 2025
- b) It was RESOLVED to adopt the Parish Council Action Plan 2023-25.
- c) The Publication Scheme was reviewed and adopted. It was RESOLVED to set a review date of November 2025
- d) The Risk Management Scheme was reviewed and adopted. It was RESOLVED to set a review date of November 2023.
- e) The Statement of internal controls and Annual Review of the effectiveness of internal controls was reviewed and adopted. It was RESOLVED to set a review date of November 2023.
- f) The Volunteer Policy was reviewed and adopted. It was RESOLVED to set a review date of November 2025.
- g) The Community Infrastructure Levy (CIL) Working Party Terms of Reference were reviewed and adopted. It was RESOLVED to set a review date of November 2023.

22/070. Dunstall Lane request for additional bin: After further discussion regarding monitoring of litter on Dunstall Lane, the current bin provisions within the parish, the cost providing an additional bin and the ongoing cost of emptying against the level of need in the area, it was RESOLVED to refuse the request for an additional litter bin. The resident who had requested the additional bin had been given the opportunity to discuss this further with the Chair of the Parish Council (or any other Parish Councillor) to explain why a bin was required in this location but had failed to respond. Litter remains an ongoing issue throughout the Parish but unfortunately the Parish Council are unable to place bins everywhere that litter occurs, and it is not felt that this would necessarily resolve the issue. Residents and visitors are reminded to carry their litter to the nearest public bin or take it home. Fly-tipping and general litter issues can be reported directly to LDC Street Scene team who will arrange clearance. The Parish Council are also thankful to the many Volunteer litter pickers who operate within the Parish. For litter on Dunstall Lane there is a public litter bin on Hints Road near the Tame Otter and at the other end of Hints Road just past the turn off for Dunstall Lane there is a dog bin on the Towpath beneath the canal bridge.

22/071. Financial matters:

- a) It was RESOLVED to approve the payment schedule for October / November including the amendments to the November salary due to the NJC Pay Award settlement agreed nationally on 2nd November. Cllr Croft & Cllr Loxton to authorise payments on Unity Trust.

Oct Payment Schedule	PAID						
Unity Trust	Q3	Bank Charges			£ 18.00	£ -	£ 18.00
Npower	Q3	Lighting			£ 12.40	£ 0.62	£ 13.02
Parish Online	41UD028 - 0001	Software			£ 72.00	£ 14.40	£ 86.40
HMRC	PAYE Adjustment 2017/18	PAYE			£ 21.22		£ 21.22
							£ 138.64
Nov Payment Schedule	To Pay						
Staffing Costs		Salaries, PAYE & Pensions			£ 769.98	£ -	£ 1270.47
Staffing Costs		PAYE Adjustment			£ 15.76		£ 15.76
Expenses		Homeworking Allowance & Travel			£ 41.30	£ -	£ 41.30
HP Instant Ink - Clerk	21.10.22	Stationery			£ 3.74	£ 0.75	£ 4.49
Microsoft 365 - Clerk	E0700KSV4E/T4ZN	IT			£ 36.40	£ 7.28	£ 43.68
SCC	1000093614	Room Hire			£ 30.00	£ 6.00	£ 36.00
Jacksons Fencing	446277	HPF Repairs			£ 217.30	£ 43.46	£ 260.76
A.Robey	October	HPF Inspections			£ 50.00	£ -	£ 50.00
M&BG	88715	HPF Grass Cutting			£ 120.83	£ 24.17	£ 145.00
A. Cox	2389	St John's Churchyard			£ 30.00	£ -	£ 30.00
A. Cox	2397	Wigginton Grass Cutting			£ 100.00	£ -	£ 100.00
							£ 1,997.46

- b) It was RESOLVED to approve the accounts and bank reconciliation to 25th October 2022
- c) Draft Budget 2023/24 was noted and will be discussed in greater detail at the January meeting. Cllr Moore felt that it may be prudent to increase more of the budget lines due to the RPI increasing such as annual play inspections and others where this had not been worked into the calculations yet.
- d) It was RESOLVED to complete a Direct Debit form for HMRC payments to ensure Council avoid any late payment charges in future.

- e) Pay Award 2022/23 – It was noted that the NJC Pay Award settlement had now been finalised and the new rates have been applied to salaries back to 1st April 2022. It was RESOLVED to accept and adopt the 2022/23 salary scales and the additional day of annual leave will take effect from 1st April 2023.

22/072. Items for next meeting. Final Budget / Precept Setting, SCC update on Tollgate Lane.

22/073. Date, time & venue of future meetings.

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.

22/074. 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 commercial or sensitive nature of business to be discussed for item 22/075.

22/075. Boundary Dispute: It was RESOLVED for the Clerk to write to the resident in line with the recommendation made on the confidential report (Appendix 6a).

There being no further business the Chairman declared the meeting closed at 21:15

..... Signed

..... Date