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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 12th January 2023

Member of the public and the press are welcome to attend

7th January 2023

Dear Councillor,

You are summoned to attend a meeting of Wigginton and Hopwas Parish Council to be held at Thomas Barnes Primary School, Hopwas at **7:15pm on Thursday 12th January 2023** 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

22/076. Apologies: To receive and approve reasons for absence.

22/077. 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.*

22/078. 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.

22/079. Minutes: To approve the minutes of the Parish Council meeting held on 3rd November 2022 (**APPENDIX 1**)

22/080. Reports from County and District Councillors (for information only) **if present:**

22/081. Reports from Chairman and Councillors (for information only):

22/082. Planning:

a) To consider new application/s:

| Reference | Address | Details | W&H comment | LDC decision |
|------------------------------|---|--|-------------------------------|--------------|
| 22/01694/FUH | Woodside Lichfield Road Hopwas Tamworth Staffordshire B78 3AN | Erection of front and rear ground floor extensions | Consultation expires 11.01.22 | |
| | | | | |

b) To report decisions on previous applications:

| Reference | Address | Details | W&H comment | LDC decision |
|---------------------------------|--|---|--|-----------------------|
| 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). | Consultee Comments for Planning Application 18/00840/OUTMEI (lichfielddc.gov.uk) Amended plans 24.11.22 – Consultation expired 17.12.22 | Pending Consideration |

| | | | | |
|-------------------------------|---|--|---|--------------------------|
| 22/01517/FUH | Cottage Pie 55 Hints Road Hopwas Tamworth Staffordshire B78 3AB | Erection of 2no. rear extensions | | 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 | Amended Application comments: REQUEST SENT TO LDC TO EXTEND DEADLINE FOR COMMENT TO 4th NOV Original Application comments: 22_00370_FUL- WIGGINTON AND HOPWAS PARISH COUNCIL-770797.pdf (lichfielddc.gov.uk) | Decided - Refuse |
| 22/01325/FUL | The Old Crown 120 Main Road Wigginton Tamworth Staffordshire B79 9DW | Retention of InPost Parcel Locker | Comments filed with LDC: 14/10/22 | Decided - Approve |
| 22/01330/FUH | Wigginton Fields Farm Main Road Wigginton Tamworth Staffordshire B79 9LH | Erection of detached garage and stores | None | Decided - Approve |
| 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 |
| 22/00998/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 |
| 22/00885/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 |

- c) Draft Order Balls Canal Bridge and Dunston Bridge, Hopwas Permanent Traffic Regulation Order – prohibition of motor vehicles over 7.5 tonnes & 3 tonnes gross. Feedback sought, expires 19th Jan 23.

22/083. Clerk Report (APPENDIX 2):

- Quarterly Operational Play Inspections update** - To consider options for playground inspections and maintenance
- General Maintenance** - To discuss small items of general maintenance
- Correspondence** – Details of correspondence to be noted
- Parish Online** – No further update

22/084. Policies: To review the Council's:

- To consider the adoption of the Local Government Association Model Councillor Code of Conduct 2020 (**APPENDIX 3a**)
- To consider the adoption of a Disciplinary policy and separate Grievance policy (based upon the current NALC templates) to replace the existing Disciplinary & Grievance policy (**APPENDIX 3b & 3c**)
- To review the Health and Safety Policy (**APPENDIX 3d**)
- To review the Information & Data Protection Policy (**APPENDIX 3e**)
- To review the Reserves Policy (**APPENDIX 3f**)
- To review the Press and Media Policy (**APPENDIX 3g**)

22/085. Councillor Vacancy / Elections 2023: To approve a press release for the website, social media and local publications to call for candidates for co-option and for the May 2023 elections (**Appendix 4**)

22/086. Financial matters:

- To approve the payment schedule December & January and an internal transfer of £3,000 to the Current Account (**APPENDIX 5a**)

| | | | | | |
|----------------|-------------|--------------------------------|------|--|----------|
| Dec/Jan | PAID | | | | |
| Staffing Costs | | Salaries, PAYE & Pension | BACS | | £ 813.20 |
| Expenses | | Homeworking Allowance & Travel | BACS | | £ 32.75 |

| | | | | | | |
|------------------------|------------------|--------------------------------|------|----------|---------|------------|
| HP Instant Ink - Clerk | | Stationery | BACS | £ 3.74 | £ 0.75 | £ 4.49 |
| Microsoft 365 - Clerk | E0700L7-CP2/6QE | IT | BACS | £ 36.40 | £ 7.28 | £ 43.68 |
| A. Robey | November | HPF Inspections | BACS | £ 75.00 | £ - | £ 75.00 |
| A. Robey | November | Wigginton Maintenance | BACS | £ 36.50 | £ - | £ 36.50 |
| M&BG | 89418 | HPF Grass Cutting | BACS | £ 120.83 | £ 24.17 | £ 145.00 |
| Sign Technology | 4561 | HPF Repairs | BACS | £ 120.00 | £ 24.00 | £ 144.00 |
| Sign Technology | 4561 | CMG | BACS | £ 60.00 | £ 12.00 | £ 72.00 |
| Unity Trust | | Service Charge | DD | £ 18.00 | £ - | £ 115.12 |
| Npower | IN05835035 | Church Rd Lighting | BACS | £ 10.04 | £ 0.50 | £ 10.54 |
| EON | 126366 | Church Rd Lighting Maintenance | BACS | £ 31.63 | £ 6.33 | £ 37.96 |
| M&BG | 90169 | HPF Grass Cutting | BACS | £ 120.83 | £ 24.17 | £ 145.00 |
| A. Robey | December | HPF Inspections | BACS | £ 50.00 | £ - | £ 50.00 |
| Staffing Costs | | Salaries, PAYE & Pensions | BACS | £ 813.20 | £ - | £ 813.20 |
| Expenses | | Homeworking Allowance & Travel | BACS | £ 34.55 | £ - | £ 34.55 |
| HP Instant Ink - Clerk | 21.10.22 | Stationery | BACS | £ 3.74 | £ 0.75 | £ 4.49 |
| Microsoft 365 - Clerk | E0700LLI93/LLBX1 | IT | BACS | £ 36.40 | £ 7.28 | £ 43.68 |
| | | | | | | £ 2,621.16 |
| Jan | TO PAY | | | | | |
| ICO | | Subscriptions | DD | £ 35.00 | £ - | £ 35.00 |
| St Leonards School | 0071 | Room Hire | | £ 30.00 | £ - | £ 30.00 |
| SLCC | MEM242371-1 | Subscriptions | BACS | £ 116.40 | £ - | £ 116.40 |
| | | | | | | £ 181.40 |

- b) To approve the accounts and bank reconciliation to 31st December 2022 (**APPENDIX 5b**)
- c) To note the Q3 Budget Monitoring Report (**Appendix 5c**)
- d) To consider and approve the Budget and set the precept for 2023/24 (**APPENDIX 5d**)

22/087. Items for next meeting.

22/088. Date, time & venue of future meetings.

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

22/089. Closed Session: To consider moving 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 22/090.

22/090. Boundary Dispute: To consider recommendations from the confidential report (**APPENDIX 6a**)