

1 MINUTES OF THE MEETING OF WIGGINTON AND HOPWAS PARISH COUNCIL

held on Thursday 6th November 2025 at 6.30pm at Wigginton Parish Church Centre

Present: Cllr R. Pritchard (Chairman), Cllr G. Calcott (arrived 6:33pm), Cllr C. Croft, Cllr. G. Moore, Cllr J. Nicholson-Roberts.

Guests in Attendance: 0

Public in Attendance: 0

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

25/065. Apologies: Apologies received from Cllr K. McGowan.

25/066. Minutes: It was RESOLVED that the Minutes of the Parish Council meeting held on Thursday 11th September 2025, having been circulated, be confirmed, and signed as a correct record.

24/067. Public participation: None.

25/068. Declarations of Interest and Dispensations: None.

25/069. Reports from County and District Councillors (for information only) if present: None.

25/070. Reports from Chairman and Councillors (for information only):

The Chairman report was NOTED. The chairman thanked Councillor G. Moore for his work on the poppy decorations on the Hopwas bus stop and the Wigginton War Memorial for Remembrance Sunday. The Council agreed to pursue the phone box proposal. The chairman will bring further updates to the Council for approval.

Cllr G. Moore raised the idea of involving local schools for the poppy making in November 2026.

Cllr C. Croft provided an update on the waymarkers for the walking routes.

25/071. Planning:

a) To consider new application/s:

Reference	Address	Details	W&H comment	LDC decision
25/01044/FULM	Land At Windmill Farm Coton Lane Coton Green Tamworth Staffordshire	Demolition of all existing buildings, construction of 334 new dwellings with means of access via A513, Coton Lane, Hewett Close, and Bellingham Grove with associated highway works, landscaping, open space, drainage features and associated infrastructure and enabling earthworks	The Council resolved to object. Comment submitted 13.10.25	Pending Consideration

b) To report decisions on previous applications:

Reference	Address	Details	W&H comment	LDC decision
25/01077/FUL	Land Rear And West Of 41-43 Nursery Lane,	Demolition of existing buildings and outbuildings and erection of 7no. detached	The Council resolved to not object and reinstate the	APPROVED 24.10.25

	Hopwas, Tamworth, Staffordshire	dwellings, garages and associated works including landscaping and drainage	original comment regarding parking. Submitted 12.09.25	
25/01000/FUL	39 Hints Road, Hopwas, Tamworth, Staffordshire	Demolition of house (2 no. flats) and garages, erection of 2 no. detached dwellings and associated parking and access	The Council resolved to reinstate the original objection. Submitted 12.09.25	APPROVED 10.10.25
25/01089/CLE	Bells Bridge Storage Hints Road Hopwas Tamworth Staffordshire B78 3AT	Certificate of Lawfulness (existing): Existing use of two buildings and land for use as a storage depot and workshop.		Certificate of Lawfulness approved 27.10.25
25/00631/OUTMEI AMMENDED 07.08.2025	Arkall Farm Ashby Road Tamworth Staffordshire	Section 73 application to remove conditions 24, 25, 26, 28 and 30 and vary conditions 27 and 29 of permission 14/00516/OUTMEI relating to the Monitor and Manage Mitigation Strategy	The Council previously resolved to object. Comment previously submitted 03.06.25	APPROVED 19.09.25
0018/2025	Ashlands Farm, Ashby Road, Tamworth, B79 OBY	Outline application (access sought) - Construction of Up to 200 new homes, community facility / café / public house of up to 500sqm, access, public open space, landscaping, attenuation basin and associated infrastructure.	The Council resolved to object. Comment submitted	Tamworth Borough Council - Pending Consideration
24/00025/REF	Dunnimere Farm, Portway Lane, Harlaston, Tamworth.	Appeal against the refusal of 23/00348/FULMEI for the erection of 3no poultry growing and rearing units including silos, a rural worker dwelling with detached garage and all associated works		DISMISSED 17.09.25
25/00230/OUT	Silver Birches Syerscote Lane Wigginton Tamworth Staffordshire B79 9ER	Outline application for the erection of up to nine dwellings with all matters reserved	The Council resolved to object. Comment submitted 20.03.25	Pending Consideration
SCC/25/0012/FUL L-ES	Hints Quarry, Tamworth, B78 3DH	Proposed extension to the extraction area and consolidation with planning permission L.19/04/805-808 MW, including retention and use of site access, plant site, field conveyors, haul road, and other ancillary facilities; and, review and update of restoration plans for the mineral workings	No objection.	APPROVED 02.10.25
24/01176/FUL	Land North Of, Browns Lane, Tamworth, Staffordshire	Application under section 106a of The Town and Country Planning Act 1990 to vary the affordable housing obligation (clause 5 of Schedule 2) set out in the Section 106 agreement of application 14/00018/OUTM dated 5 February 2015 17 (Plots : (2-24 (even) Edden Close, Tamworth, 37-45 (odd) Memorial Drive, Tamworth and 2-22 (even) Smith Vale, Tamworth)		Pending Consideration

25/072. Clerk Report: The Clerk report was NOTED. **ACTION:** The Council to respond to the MP, Sarah Edwards regarding the letter of Neighbourhood Plan support.

a) Actions taken under Delegated Authority

1.1 PAYMENTS MADE UNDER DELEGATED AUTHORITY (FINANCIAL REG 5.5)

- £448.49 – The Sign Shed (waymarkers for village walking routes)
- £2.00 – Wigginton Village Hall Trust (to keep the account active)

- £35.00 – SPCA Training Course

b) HIGHWAYS

- The PROW team have responded regarding the replacement of the kissing gate at the Hopwas play park. A kissing gate or staggered fence will not be an option due to access for wheelchairs and pushchairs, and cannot install any guard rails by the road due to the narrow width
- Main Road, Wigginton was temporarily closed 7th – 10th October due to work being carried out by Severn Trent Water
- Large pothole on Tollgate Lane, Comberford was reported to Highways, reference number: 4455309. Work is now complete
- Ongoing pothole on Manor Lane, Comberford was reported again to Highways as the white spray paint had nearly disappeared, reference number: 4455310. Work is now complete
- Sysercote Lane, Haunton/ Wigginton was temporarily closed 4th November due to road tarmac repair
- Plantation Lane, Hopwas will be temporarily closed 5th January 2026 to remove a dead tree

c) CORRESPONDENCE

- The PCSO's for the area were invited to attend the November Parish Council meeting, however they are unable to attend regularly due to staffing issues and covering a vast area of business. A brief overview of incidents reported will be sent on a regular basis
- Invitation received from MP Sarah Edwards for the meeting of Parish Council Chairs

d) MAINTENANCE

- **THE BUS SHELTERS IN HOPWAS AND IN WIGGINTON HAVE BEEN CLEANED OUT**

- The hedge at the Comberford bus shelter has been trimmed and tidied by the ground maintenance contractor
- The new litter bin has been fitted on Tollgate Lane in Comberford

e) TRAINING

The clerk has attended the following courses/ meetings since the last Parish Council meeting:

- Planning for Non- Planners – Staffordshire Parish Council Association
- Scribe fest 2025 - Scribe
- A Clerk & Councillor's Introduction to AI – Staffordshire Parish Council Association

f) INTERNAL AUDIT

The interim internal audit took place in October 2025, and the following advice was given

- The clerk report to be pasted into the minutes
- Returned AGAR to be minuted
- When minuting the internal auditor report "The auditor report was RECEIVED without comment"
- New Litter Bins – inform the insurance company
- Syerscote Lane bin is road-side – inform the insurance company

g) EXTERNAL AUDIT

The external audit was completed and notification received 3rd September 2025 for the year ended 31st March 2025. The certified AGAR, the external auditors’ certificate and the report were provided. The notice of conclusion of the audit was announced on Friday 5th September 2025. No issues were identified.

25/073. Proposed Diversion of Non-Definitive Footpath No.LH629G: The Council RESOLVED to not object to the proposal. The motion was CARRIED.

25/074. Disband CIL Working Party: The Council RESOLVED disbanding the Community Infrastructure Levy (CIL) Working Party and the terms of reference. Cllr R. Pritchard proposed, Cllr J. Nicholson-Roberts seconded. The motion was CARRIED.

25/075. Policies:

- a) The Council RESOLVED approving the Parish Council Action Plan 2024-26 (**APPENDIX 4a**).
- b) The Council RESOLVED approving the Statement of Internal Controls and Annual Review of the effectiveness of internal controls (**APPENDIX 4b**).
- c) The Council RESOLVED approving the Lone Working Policy (**APPENDIX 4c**).
- d) The Council RESOLVED approving the Volunteer Policy (**APPENDIX 4d**).

25/076. Financial matters:

- a) The Council RESOLVED to approve payments made under delegated authority and all regular payments made since the previous meeting. Approved by Cllr J. Nicholson-Roberts and Cllr G. Moore. (**APPENDIX 5a**).
- b) The Council RESOLVED to approve items to pay in Payment Schedule November 2025. Approved by Cllr J. Nicholson-Roberts and Cllr G. Moore. (**APPENDIX 5b**)
- c) The Council RESOLVED to approve the bank reconciliation to 30th September 2025. Approved by Cllr C. Croft and Cllr R. Pritchard. (**APPENDIX 5c**)
- d) The Council RESOLVED to approve the bank reconciliation to 31st October 2025. Approved by Cllr C. Croft and Cllr R. Pritchard. (**APPENDIX 5d**)
- e) The Q2 Budget Monitoring Report was NOTED (**APPENDIX 5e**).

25/077. Budget 2026 – 2027: The Council RESOLVED to approve the provisional budget for 2026/27 and to further review any changes in the January meeting if required. **ACTION:** Clerk to add agenda item to January.

25/078. Items for future meetings: Precept 2026/27, costs for red phone boxes.

25/079. Date, time & venue of Parish Council meetings for 2025/26:

Thursday 8th January 2026, 6:30pm, St Chads Church Hall, Hopwas

Thursday 5th March 2026, 6:30pm, Wigginton Parish Church Centre

There being no further business the Chairman declared the meeting closed at 19:01 pm.

..... Signed Date