



Parish Clerk - Kate Pritchard

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## NOTICE OF THE MEETING OF WIGGINTON & HOPWAS PARISH COUNCIL

To be held at Wigginton Parish Church Centre, Wigginton at 6:30pm on Thursday 5<sup>th</sup> March 2026

*Members of the public and the press are welcome to attend.*

### AGENDA

**25/097. Apologies:** To receive and approve reasons for absence.

**25/098. Minutes:** To approve the minutes of the Parish Council meeting held on 8<sup>th</sup> January 2026 (**APPENDIX 1**)

**24/099. 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 may not take part in the meeting itself.

**25/100. 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.

**25/101. Reports from County and District Councillors** (for information only) **if present:**

**25/102. Reports from Chairman and Councillors** (for information only): Chairman Report (**APPENDIX 2**)

**25/103. Planning:**

a) To consider new application/s:

Reference	Address	Details	W&H comment	LDC decision
<a href="#">26/00102/COU</a>	St Chads Church Church Drive Hopwas Tamworth Staffordshire B78 3AL	Change of use of agricultural land to burial ground (cemetery) and the removal of a section of existing hedge	No objection.	Pending Consideration
<a href="#">26/00035/LBC</a>	2 Black And White Cottages School Lane Hopwas Tamworth Staffordshire B78 3AD	Remove the existing front windows on the cottage and porch due to them all being rotten and unfit for purpose and replace with new wooden windows, fitted with heritage double glazing.	No objection.	Pending Consideration
<a href="#">26/00051/FUH</a>	Camellia Cottage 15 Nursery Lane Hopwas Tamworth Staffordshire B78 3AS	Proposed two storey rear extension	No objection.	<b>GRANTED</b> <b>17.02.26</b>

b) To report decisions on previous applications:

Reference	Address	Details	W&H comment	LDC decision
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<a href="#">25/01516/FUH</a>	The Haven, 8 School Lane, Hopwas, Tamworth	Replace conservatory with rear extension and render existing walls	No objection.	<b>GRANTED 30.01.26</b>
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**25/104. Clerk Report:** To note and to approve any appropriate action from the Clerk Report (**APPENDIX 3**).

**25/105. Local Council Award Scheme:** To consider applying to the NALC bronze award scheme (**APPENDIX 4 a,b,c**).

**25/106. Newsletter Delivery:** To consider quotes for the delivery service (**APPENDIX 5**).

**25/107. Tree trimming:** To consider the quote for the tree trimming on the Main Road bank, Wigginton (**APPENDIX 6**).

**25/108. Railway Line Footbridge Project:** Chairman to report initial discussions with Network Rail regarding the feasibility of such a footbridge over the railway line parallel to Browns Lane and approve any appropriate actions to continue to investigate the project.

**25/109. Hopwas Phone Box Project:** To consider initiating the Hopwas Phone Box Project, including approval in principle for the purchase of a refurbished phone box, its installation within the village, and the provision of community facilities (**APPENDIX 7 a,b**).

**25/110. Local Government Reorganisation Consultation:** To consider a formal response to the consultation (**APPENDIX 8 a,b,c,d,e**).

**25/111. Planters:** To consider the purchase of planters for the Parish (**APPENDIX 9**).

**25/112. Suspension of Financial Regulation 1.46 and Engagement of Grounds Keeping Contractor:** Re-appointment for the Grounds Maintenance contractor from 1<sup>st</sup> April 2026 – 31<sup>st</sup> March 2028 (**APPENDIX 10**).

**25/113. Appointment of Independent Internal Auditor:** To confirm the appointment of the Internal Auditor for 2026/2027 (**APPENDIX 11**).

**25/114. Earmarked Reserves:** To consider ratifying the approving the Earmarked Funds for 2026/2027 (**APPENDIX 12**).

**25/115. Grant Funding Request:** To consider the grant application forms for the Wigginton Parish Church Centre and the Comberford Millenium Green Trust (**APPENDIX 13a&b**)

**25/116. Policies:**

- a) To review the Training Policy (**APPENDIX 14a**)
- b) To review the Scheme of Delegation to the Clerk (**APPENDIX 14b**)
- c) To consider the adoption of the IT Policy (**APPENDIX 14c**)

**25/117. Financial matters:**

- a) To approve payments made under delegated authority and all regular payments made since the previous meeting (**APPENDIX 15a**)
- b) To approve items to pay in Payment Schedule March 2026 (**APPENDIX 15b**)
- c) To approve the bank reconciliation to 31<sup>st</sup> January 2026 (**APPENDIX 15c**)
- d) To approve the bank reconciliation to 28<sup>th</sup> February 2026 (**APPENDIX 15d**)
- e) To approve the internal transfer of £6000 from the Instant Savings Account to the Current Account on 6<sup>th</sup> November 2025

- f) To approve the internal transfer of £8000 from the Instant Savings Account to the Current Account on 6<sup>th</sup> January 2026
- g) To approve the internal transfer of £25,000 from the Instant Savings Account to the Current Account on 3rd February 2026

**25/118. Items for future meetings:** Q4 budget monitoring report, General Power of Competence, Annual Governance Statement for the year ending 31st March 2026, Accounting Statements for the year ending 31st March 2026, Details of the arrangements for the exercise of public rights, Insurance, Policy Review: Standing Orders and Code of Conduct.

**25/119. Date, time & venue of Parish Council meetings for 2025/26:**

Thursday 14<sup>th</sup> May 2026, 6:30pm, Wigginton Parish Church Centre