

# MINUTES OF THE MEETING OF WIGGINTON AND HOPWAS PARISH COUNCIL

held on Thursday 5<sup>th</sup> March 2026 at 6.40pm at Wigginton Parish Church Centre

**Present:** Cllr R. Pritchard (Chairman), Cllr C. Croft, Cllr. G. Moore, Cllr J. Nicholson-Roberts.

**Guests in Attendance:** 0

**Public in Attendance:** 4

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

**25/097. Apologies:** The Clerk received apologies from Cllr G. Calcott and County Cllr Dougherty.

**25/098. Minutes:** It was RESOLVED that the Minutes of the Parish Council meeting held on Thursday 8<sup>th</sup> January 2026, having been circulated, be confirmed, and signed as a correct record.

**24/099. Public participation:**

- Parking issues and the grass frontage on Manor Road, Comberford
- Tree on Manor Road, Comberford
- Mease Valley Pipeline
- Comberford Village, siting a convex traffic mirror
- Arkall Green update regarding a resident's group, fly tipping and events
- Thanks to Cllr G. Moore for the remembrance Sunday decorations around the parish
- Post and chain in Wigginton has been damaged – Clerk to commission repair
- Wigginton memorial to be cleaned in spring
- 30 mph sign has been damaged in Wigginton – clerk to report to County Council

**25/100. Declarations of Interest and Dispensations:** None.

**25/101. Reports from County and District Councillors (for information only) if present:** None.

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

- Chairman provided an update on the St Chads Church Hall in Hopwas
- The brook on Dunstall Lane, Hopwas is flooding - Land registry search to contact the landowners
- LDC have advised the Parish Council will be issued £3000 for the CIL Funding application for the red telephone box project
- Walking leaflets for May meeting with leaflet holders

**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>
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b) To report decisions on previous applications:

Reference	Address	Details	W&H comment	LDC decision
<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>

**25/104. Clerk Report:** The Clerk report was NOTED. The Councillors congratulated the Clerk on obtaining their Certificate in Local Council Administration.

**25/105. Local Council Award Scheme:** The Council RESOLVED to register for the award scheme. Cllr R. Pritchard proposed, Cllr G. Moore seconded. The motion was CARRIED.

**25/106. Newsletter Delivery:** The Council RESOLVED to obtain more quotes and defer the item to the May meeting.

**25/107. Tree trimming:** The Council RESOLVED to approve the tree trimming quote for the Main Road bank, Wigginton.

**25/108. Railway Line Footbridge Project:** The Council RESOLVED to continue discussions with Network Rail regarding the feasibility of a footbridge over the railway line parallel to Browns Lane.

**25/109. Hopwas Phone Box Project:** The Council RESOLVED to approve the K6 Red refurbished telephone box project and to delegate permission to the Clerk to deliver the project. The motion was CARRIED.

**25/110. Local Government Reorganisation Consultation:** The Council RESOLVED to consider a formal response to the consultation.

**25/111. Planters:** The Council RESOLVED to delegate authority to the clerk to deliver the planter project within the parameters set.

**25/112. Suspension of Financial Regulation 1.46 and Engagement of Grounds Keeping Contractor:** The Council RESOLVED to suspend the financial regulation 1.46 and RESOLVED to approve the grounds maintenance contractor. The motion was CARRIED.

**25/113. Appointment of Independent Internal Auditor:** The Council RESOLVED to confirm the appointment of the Internal Auditor for 2026/2027.

**25/114. Earmarked Reserves:** The Council RESOLVED to ratify the Earmarked Funds for 2026/2027.

**25/115. Grant Funding Request:** The Council RESOLVED to approve the grant application forms for the Wigginton Parish Church Centre and the Comberford Millenium Green Trust.

**25/116. Policies:** The Council RESOLVED to approve the policies.

**25/117. Financial matters:**

- a) The Council RESOLVED to approve payments made under delegated authority and all regular payments made since the previous meeting. Approved and signed by Cllr C. Croft and Cllr G. Moore.
- b) The Council RESOLVED to approve items to pay in Payment Schedule March 2026. Approved and signed by Cllr C. Croft and Cllr G. Moore.
- c) The Council RESOLVED to approve the bank reconciliation to 31<sup>st</sup> January 2026
- d) The Council RESOLVED to approve the bank reconciliation to 28<sup>th</sup> February 2026

- e) The Council RESOLVED approving the internal transfer of £6000 from the Instant Savings Account to the Current Account on 6<sup>th</sup> November 2025
- f) The Council RESOLVED approving the internal transfer of £8000 from the Instant Savings Account to the Current Account on 6<sup>th</sup> January 2026
- g) The Council RESOLVED approving 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. Railway Line footbridge project update. HS2 grant funding.

**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

There being no further business the Chairman declared the meeting closed at 20:08pm.

..... Signed ..... Date

DRAFT