# MINUTES OF THE MEETING OF WIGGINTON AND HOPWAS PARISH COUNCIL

held on Thursday 5th November 2026 at 6.30pm at St Chads Hall, Hopwas.

**Present:** Cllr Pritchard (Chairman), Cllr Calcott (Vice- Chairman), Cllr Croft, Cllr Moore, Cllr Nicholson-Roberts.

**Guests in Attendance:** 0

**Public in Attendance:** 1

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

**26/062. Apologies:** None received.

**26/063. Packington Farm Proposal:** Packington Independent Greenbelt Supporters were unable to attend.

**26/064. Public participation:**

- Signage for the Methodist Church
- A resident thanked the Chairman for attending and judging the Halloween event at Arkall Green
- Update from resident at Arkall Green

**26/065. Declarations of Interest and Dispensations:** None. **ACTION:** Clerk to send a register of interest to Cllr Nicholson-Roberts.

**26/066. Minutes:** It was RESOLVED that the Minutes of the Parish Council meeting held on Thursday 3rd September 2026, having been circulated, be confirmed, and signed as a correct record.

**26/067. Reports from County and District Councillors** (for information only) **if present:** None received.

**26/068. Reports from Chairman and Councillors** (for information only):

- Thank you to the resident who donated the home-made poppies for Wigginton
- Cllr Moore to attend Armistice Day Service on behalf of the Parish Council
- Update on the Remembrance Day project
- The Chairman updated Councillors on the discussions taken place between the neighbouring Parish Councils regarding the Packington Farm proposal

**26/069. Planning:**

a) To consider new application/s:

| Reference | Address | Details | W&H comment | LDC decision |
|---|---|---|---|---|
| 26/01074/LBC | School House School Lane Hopwas Tamworth Staffordshire B78 3AD | Works to listed building including the replacement of the existing front entrance door and two ancillary store doors, replacement of deteriorated timber joinery, replacement glazing to the front entrance overlight and repairs to the rear store opening (Sch2) | No objection. | Pending Consideration |



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| 26/00989/FUH | Beechcroft Lichfield Road Hopwas Tamworth Staffordshire B78 3AG | Conversion of conservatory into an orangery, existing roof to be raised to create a second floor living space accommodating two bedrooms and a family bathroom (Sch1) external alterations, | No objection. | Pending Consideration |
| 26/01227/OUTMEI | Land North Of Ashby Road (Arkall Farm) Tamworth Staffordshire | Outline planning application (with all matters reserved except for access) for the phased development of up to 985 homes, local centre, community building/pavilion, sports pitches, public open space, landscaping, vehicular and pedestrian accesses and associated infrastructure including SuDS attenuation features | The council RESOLVED to object. Objection submitted 05.11.26 | Pending Consideration |
| 26/01203/FUH | Whisendine Elford Road Comberford Tamworth Staffordshire B79 9BB | Single storey side extension to form sunroom | No objection. | Pending Consideration |

b) To report decisions on previous applications:

| Reference | Address | Details | W&H comment | LDC decision |
|---|---|---|---|---|
| 26/00908/FUH | Sandgate Lodge Elford Road Comberford Tamworth Staffordshire B79 9BD | Erection of detached ancillary outbuilding to form gym, studio and storage spaces | No objection. | **GRANTED 16.09.26** |
| 26/00851/FUL | Land South of Hilltop Barn Main Road Wigginton Tamworth Staffordshire | Erection of 3no. dwellings with external amenity space, off street parking, erection of car ports and the formation of new vehicle access and pedestrian access | No objection. | **GRANTED 29.09.26** |
| 26/01001/FUH | Oak Tree Farm Hints Road Hopwas Tamworth Staffordshire B78 3AA | Single storey side porch extension and conversion of swimming pool into kitchen with replacement solid insulated roof (Sch1 | No objection. | **GRANTED 16.10.26** |

**26/070. Clerk Report:** The clerk report was NOTED.

**26/071. Reviewed AGAR 2025-26:** The completion letter was NOTED.

**26/072. Creation of an Earmarked Reserve for Neighbourhood Planning:** The Council RESOLVED to approve a Neighbourhood Planning earmarked reserve.

**26/073. Earmarked Reserves:** The Council RESOLVED to ratify the earmarked reserves for 2027/2028.

**26/074. Budget 2027-28:** The Council considered the draft budget for the 2027/28 financial year. Members noted the reduction in housing numbers reflected within the Parish Precept Calculator provided by Lichfield District Council and agreed that further consideration was required before setting the budget and precept. It was therefore RESOLVED to defer consideration of the 2027/28 Budget to the January meeting pending clarification of the revised figures. The Council NOTED the draft budget. The motion was CARRIED.

**26/075. Call for Evidence: Shaping the Future of Local Government in Staffordshire:** The Council considered its response to the *Call for Evidence: Shaping the Future of Local Government in Staffordshire*. Following discussion, it was RESOLVED that the Council submit representations advocating for:



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- More meaningful communication between principal authorities and parish councils;
- A dedicated point of contact for parish councils, particularly in relation to highways matters;
- Greater support for the development and delivery of neighbourhood plans;
- The provision of discretionary budgets to support local priorities;
- Improved attendance and support from unitary councillors at parish council meetings; and
- A formal framework setting out the working relationship between the unitary authority and parish councils.

The motion was CARRIED.

**26/076. Preparing for new third-party harassment:** The Council considered the documentation prepared in response to the new duties relating to third-party harassment, including the Risk Assessment, Action Plan and Respect and Behaviour Statement. Following review, it was RESOLVED to approve the Third-Party Harassment Risk Assessment, Action Plan and Respect and Behaviour Statement for adoption by the Council. The motion was CARRIED.

**26/077. Hopwas Defibrillator Project:** The Council considered the quotations received for the installation of the refurbished red telephone box as part of the Hopwas Defibrillator Project. Following consideration, it was RESOLVED to approve the quotation from Keble Heath Construction and to delegate authority to the Clerk to progress and deliver the remaining elements of the project. The motion was CARRIED.

**26/078. Professional support in preparing a planning objection:** The Council RESOLVED to approve the joint statement with neighbouring Parish Councils. The Council RESOLVED to approve the quote from OHN for the professional support in preparing a planning objection. The Council delegated authority to the clerk to make amendments in communication with the Council.

**26/079. Arkall Green Community Centre:** It was RESOLVED that the Council explore the opportunity further in relation to the Parish Council acting as Custodian Trustee for Arkall Green Community Centre. Following discussion, Members agreed that additional information should be obtained to enable the Council to fully consider the implications and responsibilities associated with the role. The motion was CARRIED.

**26/080. SPCA Annual general meeting:** The Council considered the nomination of Cllr Nicholson-Roberts to serve on the Executive Committee of the Staffordshire Parish Councils Association (SPCA) and the submission of a motion for consideration at the County Association's Annual General Meeting.

It was RESOLVED to nominate Cllr Nicholson-Roberts to the SPCA Executive Committee. It was further RESOLVED to submit a motion to the Annual General Meeting proposing that the National Association of Local Councils (NALC) provide greater financial support to County Associations, enabling them to enhance support for member councils and assist with the administration and collection of membership fees.

Both motions were CARRIED.

**26/081. Policies:**

The Council reviewed the Parish Council Action Plan, and it was RESOLVED to approve the document, subject to the inclusion of support for the Arkall Green Community Centre and the Hopwas Defibrillator Project. Members also agreed that the Action Plan should include an aspiration to deliver public displays and street furniture decorations to mark significant national and community events, including Remembrance Day. The motion was CARRIED.

**26/082. Financial matters:**

a) It was RESOLVED to approve payments made under delegated authority and all regular payments made since the previous meeting.



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b) It was RESOLVED to approve items to pay in Payment Schedule November 2026.
c) It was RESOLVED to approve the bank reconciliation September 2026.
d) It was RESOLVED to approve the bank reconciliation October 2026.
e) The Q2 Budget Monitoring Report was NOTED.
f) It was RESOLVED to approve the internal transfer of £6,000 from the Instant Savings Account to the Current Account on 16th September 2026.
g) It was RESOLVED to approve the internal transfer of £6,000 from the Instant Savings Account to the Current Account on 2nd November 2026.

**26/083. Items for future meetings**: Budget 2027/28. Precept 2027/28.

**26/084. Date, time & venue of next Parish Council meeting.** Thursday 7th January 2027, 6:30pm, Wigginton Parish Church Centre.

There being no further business the Chairman declared the meeting closed at 19:49pm.

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

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