

# MINUTES OF THE MEETING OF WIGGINTON AND HOPWAS PARISH COUNCIL

held on Thursday 4<sup>th</sup> November 2021 at 7.15pm at St Leonard's C of E School, Wigginton.

**Present:** Cllr. D. Shirtliff (Chair), Cllr. C. Croft, Cllr. A Moore, Cllr. J. Shirtliff.

**Guests in Attendance:** 0

**Public in Attendance:** 0

**Minute Taker & Clerk:** Kate Clover, clerk@wiggintonandhopwas.co.uk

**21/055. Apologies:** None

**21/056. Public Participation:** Resident would like to see a footpath from Comberford to Rawletts as schoolchildren have no safe route to school without being driven. Clerk to approach highways to check the feasibility of this.

**21/057. Declarations of Interest and Dispensations:** None

**21/058. Minutes:** It was RESOLVED that the Minutes of the Parish Council meeting held on Thursday 2<sup>nd</sup> September 2021 having been circulated, be confirmed, and signed as a correct record.

**21/059. Reports from County and District Councillors (for information only) if present:** N/A

**21/060. Reports from Chairman, Councillors and Clerk (for information only):** Due to a road traffic collision on 11<sup>th</sup> September there is debris blocking the entrance to the public footpath from the A51 to Hopwas Playing Field. SCC PRoW team are aware and will repair the kissing gate when the landowners of the boundary walls and BT have arranged clearance of the debris and repaired the walls. Resident concerns received after the crash regarding speeding in Hopwas. Clerk signposted to the Police, Safer Roads Staffs and the County Council. On social media residents had discussed setting up a Community Speedwatch initiative. Cllr Croft advised a gully had been blocked on Syerscote Lane reported via Severn Trent.

**21/061. Planning:**

a) To consider new application/s:

Reference	Address	Details	W&H comment	LDC decision
<a href="#">21/01788/REMM</a>	Arkall Farm (Phase 1B) Ashby Road Tamworth Staffordshire	Section 73 application to allow variation of condition 2 (Approved Plans) of permission 20/00908/REMM relating to inclusion of bus stop locations	None	

b) To report decisions on previous applications:

Reference	Address	Details	W&H comment	LDC decision
<a href="#">21/01626/FUH</a>	27 Two Trees Close Hopwas Tamworth Staffordshire B78 3BG	Single storey extension to rear	None	Pending Consideration
<a href="#">21/01490/FUH</a>	Percival House School Lane Hopwas Tamworth Staffordshire B78 3AD	Erection of detached double garage	None	Pending Consideration
<a href="#">21/01421/FUH</a>	Wigginton Village Hall Main Road Wigginton Tamworth Staffordshire B79 9DZ	Erection of a single storey extension to rear of existing dwelling	None	Decided - Approve
<a href="#">21/01377/FUH</a>	Shepherds Standing Lichfield Road Hopwas Tamworth Staffordshire B78 3AN	Conversion of attic space with new gabled dormer to frontage and new dormer to rear	None	Decided - Approve
<a href="#">21/01277/FUL</a>	17 Nursery Lane Hopwas Tamworth Staffordshire B78 3AS	Variation of condition 2 (Approved Plans) of permission 20/00313/COU relating to minor alterations to front gable and windows added	None	Pending Consideration
<a href="#">21/01238/ADV</a>	Arkall Farm (Phase 1B) Ashby Road Tamworth Staffordshire	Display of 6No sales flags, 1No advertising board, 3No leader boards and 1No hanging sales sign	None	Decided - Approve
<a href="#">21/01161/FUH</a>	Oak Tree Manor 34 Nursery Lane Hopwas Tamworth Staffordshire B78 3AS	Erection of a single storey extension to living room with balcony over and erection of dormers	None	Pending Consideration

<a href="#">21/00657/FUH</a>	19 Hints Road Hopwas Tamworth Staffordshire B78 3AB	Erection of a single storey rear extension	None	Decided - Approve
<a href="#">21/00926/REMM</a>	Land North Of Ashby Road Tamworth Staffordshire	Section 73 application for variation of conditions 6 (Approved plans of spine road) and 7 (Visibility splays) of application 19/00777/REMM in relation to changes made to the site infrastructure as a result of the technical approval process	None	Decided - Approve
<a href="#">20/00629/OUT</a>	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.	Pending Consideration
<a href="#">18/00840/OUTMEI</a>	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).	This land is not on the SLA for either the existing LDC plan or the new emerging review for 2018-2040. The site is not within the policies of the Wigginton and Hopwas Neighbourhood plan despite their report suggesting that it create no coalescence with Tamworth. The land shows evidence of Medieval farming which would be lost. The Planning enquiry into the Arkle Farm site came to the conclusion that the that development of 1000 houses would put undue and unacceptable pressure on the local infrastructure and required a measured development. This proposed development would simply add to the problems. If accepted it would look like a way of bypassing the conditions laid out the inspector's report. It is obvious to residents that there is already extreme pressure on schools' medical facilities and highways. This will only be increased with the developments already approved despite the improvements proposed.	Pending Consideration

#### 21/062. Hopwas Playing Field maintenance:

- It was RESOLVED at accept the quote from M&BG for the removal and disposal of the goalpost, Clerk to action.
- It was RESOLVED for the repairs to the goal mouth and grass seeding to be delayed over the winter; Clerk to obtain 3 quotes prior to the March 2022 meeting so repairs can be carried out in the spring.
- Clerk had asked Vic Greatrix to quote for maintenance work at Hopwas Playing Field including: refitting the spring rocker into secure foundations, replacement of any missing bolts / bolt caps or other fixings, adding inserts to large multi-climber (30 x 12mm) & another insert in toddler play frame, renovating silted up surfaces & re-pinning rubber mats underneath 2 x swings, slide bottom & ladder, toddler play frame and spring rocker, renovate and resecure rubber surfacing tiles around roundabout, to create 2 x slabbed areas behind yellow gates, add a drop bolt sleeve for the maintenance gate, sand & repaint of the fence between the playing field and play area and the see-saw, slide and roundabout, clean-up of large multi-climber to remove moss and algae. A. Cox was also going to provide quotes for some of this work. Cllr D. Shirtliff proposed a resolution to suspend financial regulation 4 - Budgetary Control and Authority to spend to allow any necessary play area maintenance expenditure to be approved by the Clerk in conjunction with the Chair and a majority of members via email to prevent any delays to scheduling this work. The resolution was seconded by Cllr Moore and RESOLVED nem con.
- It was RESOLVED to renew the LDC Garden Waste collections for 2022/23 at Hopwas Playing Field

#### 21/063. Policies:

- It was RESOLVED to adopt the statement of internal controls and the annual review of the effectiveness of the internal controls
- It was RESOLVED to adopt the updated Publication Scheme
- It was RESOLVED to adopt the Risk Management Scheme
- It was RESOLVED to adopt the updated Parish Council Action Plan
- It was RESOLVED to adopt the Community Infrastructure Levy (CIL) Working Party Terms of Reference
- It was RESOLVED to adopt the Lone Working Policy
- It was RESOLVED to adopt the Volunteer Policy and Volunteer Agreement

**21/064. Platinum Jubilee:** The Council discussed options for organising an event at Hopwas Playing Field or Comberford Millennium Green. As the Council do not have the resources to organise three satellite events and it would be difficult to feel the entire Parish would feel welcomed to a single event it was decided that the Councillors and the Clerk would encourage the community to organise their own events to celebrate, Clerk will put posters and information on the website and assist with signposting and the Council will consider ways they can support any organised events.

**21/065. Newsletter:** It was felt an annual or six-monthly newsletter would be sufficient. The Council will continue to liaise with community groups who may wish to submit articles; aim to recruit volunteers who would like to contribute, compile or distribute the newsletter and find businesses who may wish to advertise for a nominal fee that would help to cover the costs of printing and distributing the newsletter.

**21/066. Correspondence:** Syerscote Lane Road Closure 13<sup>th</sup>-24<sup>th</sup> September for road surfacing preparations [Road-closure-ttro-second-notice](#); Healthwatch Staffordshire Survey: <https://engagingcommunities.researchfeedback.net/s.asp?k=163532428072> open until 14<sup>th</sup> November; [Have Your Say - Staffordshire Commissioner \(staffordshire-pfcc.gov.uk\)](#) open until 23<sup>rd</sup> November; [Staffordshire parish briefing note - October 2021.pdf](#)

**21/067. Clerk Salary:** It was RESOLVED to increase the Clerk's salary by one increment, as per the employment contract for attainment of the CiLCA qualification.

**21/068. Financial matters:**

- a) The Q2 Budget Monitoring report was noted, Cllr D Shirtliff suggested amending the pension figures used to provide a more accurate picture as currently both the employer & employee contributions were included in this figure, however the employee contributions make up part of the normal salary.
- b) The draft budget proposal was noted, the Clerk will look to obtain the council tax base figures. Councillors to provide any further budget proposals for 2022/23 to the Clerk for inclusion in the second draft of the budget which the Clerk will prepare for the January meeting.
- c) It was noted that a CIL payment of £964.25 had been received from LDC from the development of Meadow View, Wigginton.
- d) It was RESOLVED to approve the payment schedules for September/October and November, the internal transfer of £4,000 and the bank reconciliation to 30<sup>th</sup> October 2021

Payment Schedule	September / October	PAID				
Mazars	1901389	Audit fees		£ 200.00	£ 40.00	£ 240.00
Unity Trust		Service Charge		£ 18.00	£ -	£ 18.00
A.Cox	1942	Tollgate Lane Clearance		£ 150.00	£ -	£ 150.00
A.Cox	1943	Hopwas Bus Shelter hedge		£ 180.00	£ -	£ 180.00
A.Cox	1948	St Johns grass and hedges		£ 110.00	£ -	£ 110.00
SLCC		Membership Upgrade		£ 18.33	£ -	£ 18.33
A.Robey	September	HPF Repairs		£ 75.00	£ -	£ 75.00
MB&G	79521	HPF grass cutting		£ 120.83	£ 24.17	£ 145.00
NEST	September	Pensions	DD	£ 97.20	£ -	£ 97.20
Ms K Clover	September	Salary / Expenses		£ 566.67	£ 0.58	£ 567.25
HMRC	September	PAYE		£ 114.20	£ -	£ 114.20
Eon	123551	Church Drive Lighting		£ 10.28	£ 0.51	£ 10.79
Eon	H1A52C5E6E	Street Light Maintenance		£ 28.11	£ 5.62	£ 33.73
LDC	M0075887382	Annual Play Inspections		£ 134.00	£ 26.80	£ 160.80
St Leonard's C of E School	INV0067	Room Hire		£ 30.00	£ -	£ 30.00
A.Cox	1973	St John's grass cutting		£ 30.00	£ -	£ 30.00
						£ 1,456.98
Payment Schedule	November	To Pay				
Ms K Clover	October	Salary / Expenses		£ 581.78	£ 0.58	£ 582.36
HMRC	October	PAYE		£ 117.20	£ -	£ 117.20
NEST	October	Pensions	DD	£ 99.14	£ -	£ 99.14
MB&G	80264	HPF grass cutting		£ 120.83	£ 24.17	£ 145.00
A.Cox	1992	Wigginton grass cutting		£ 180.00	£ -	£ 180.00
A.Robey	October	HPF Repairs		£ 111.00	£ -	£ 111.00
St Leonard's C of E School	INV0068	Room Hire		£ 30.00	£ -	£ 30.00
						£ 1,264.70

**21/069. Items for next meeting.** Draft Budget for 2022/23, Cllr Moore wished to discuss the footpath on Tollgate Lane

**21/070. Date, time & venue of future meetings.**

Thursday 13th January 2022, 7:15pm, Thomas Barnes Primary School, School Lane, Hopwas.  
 Thursday 3<sup>rd</sup> March 2022, 7:15pm, St Leonards C of E School, Syerscote Lane, Wigginton.

There being no further business the Chairman declared the meeting closed at 20:47

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