

Hammerwich Parish Council Minutes

21 January 2026

Date: 21st January 2026 (Wednesday)

Time: 7:00pm

Venue: WI Hall, Hammerwich

In attendance:

Councillors Greenway (Chair), King (Vice-chair), Grundy, Parkes-Stroud, Smith, Turnbull, Ubhie and Wasdell

Also in attendance:

Councillor Janice Silvester-Hall from Lichfield District Council (LDC)

1 Member of the Public

Clerk:

Vivien Wang

1. Apologies for Absence

Apologies were received and accepted from Cllr Taylor due to illness. Cllr Thomas was absent. Apologies were received from Cllr Farrell and Cllr Hall of SCC.

Noted.

2. Declarations of Interest

Cllr Grundy declared an interest relating to LDC, husband's business asked to do work on behalf of the Council. Interests was also declared relating to the churchyard transfer as her husband does ground maintenance job for the church. She also declared that she lives near to the land development off the Highfield's Road.

Cllr Ubhie declared an interest that he is the owner of the property that previously affected by the flooding on Ashmall/Meerash Lane.

Noted.

3. Approval of Minutes of Meetings held on 17 December 2025

The minutes of the Parish Council Meeting held on 17 December 2025 was approved as true record.

Vote Outcome: For: 8

Against: 0

Abstentions: 0

Noted.

4. Matters Arising

Nil.

5. Chairman's Announcements

Nil.

Noted.

6. County/District/Police Reports

Councillor J Silvester-Hall (LDC)

1. Cllr Silvester-Hall updated that the report for Greenbelt review is due soon. She will keep HPC informed once available.
2. The roll-out plan for household food waste collection was updated.
3. Cllr Silvester-Hall said the gate access to Paviours Road is considered by the Clean & Green scheme even though it was not on the wish list of HPC. The project is shared with Chasetown ward.
4. The approval of 25/01428/FUH (12 Brooklyn Road) was to her disappointment. Follow-up questions have been submitted to the planning department.
5. Chair raised her concern on the possible breaching of Equality Act by the Leisure Greenway due to the rough surface and accessibility. Cllr Silvester-Hall said the Greenway is positioned as a pedestrian walkway, and the current focus is on improving the surface for easier walking. She suggested Chair to direct the resident enquiries (if any) to her.
6. Chair raised another concern regarding potential disturbance/crime to be brought by the opening of Greenway. A case of intrusion to the garden of a property by an off-lead dog was mentioned, and Chair will share the details of the involved property with Cllr Silvester-Hall.

Noted

7. Planning Applications

The Council discussed the planning applications received since last meeting:

- 25/01515/FUH – 82 Hospital Road: no discussion as the case has already been determined before the meeting
- 25/01383/FUL – Ponderosa, Walsall Road, Muckley Corner: No comment from HPC
- 26/00034/COU – Land Off Ogle Hay Road, Hammerwich: No objection from HPC; though **the Council has asked Cllr Silvester-Hall to clarify with Planning Department on the conditions for the approval, and whether the latest**

Greenbelt Review (result expected to come in very soon) will impact the decision of this case.

The Council also discussed the implications of the latest responses from the land developments of the surrounding area. Cllr King proposed to set-up a sub-committee to closely monitor the progress of recent developments. **The Council has appointed Cllr King to lead the sub-committee and to propose the member list to the full council at the next meeting.**

Noted.

(Cllr Silvestre-Hall left the meeting at 8:20pm)

8. Highways and Footpaths

1. To receive updates on SID repairs

Manufacture had been contacted to diagnose remotely, but the root causes to the fault have not been identified. **With the potential to upgrade the system into a data-capture ones (for SIDx1 on Hospital Road and SIDsx2 on Highfields Road), the Council will approach the manufacture for an on-site check on the faulty SIDs.**

Noted

9. To approve the business plan for CAT of land on Coppy Nook / Hospital Road

The proposed business plan for CAT of the land on Coppy Nook / Hospital Road was approved by the Council, and the Clerk will submit the plan to LDC for consideration at their cabinet meeting in February.

Noted.

10. To approve to carry-out H&S and risk assessments of the churchyard at St. John Baptist Church Hammerwich

The Council has agreed to carry out the H&S and risk assessments prior to the official closure of the churchyard. **The Clerk will get quote from contractors who used to work for LDC.**

Noted.

11. Correspondence Received and Sent

The Clerk had reported on the correspondences received and sent since the last meeting:

1. The Stakeholder Consultation on Draft Strategic Flood Risk Assessment was updated

2. Approved Precept 2026/27 and CIL Report 2024/25 were submitted to LDC.
3. Enquiry from a resident regarding Student Award was shared and replied to.
4. "No objection" was replied to the RoW Officer regarding the diversion of footpath #11. **A proposed reply to the landowner's email was submitted to the Council and was agreed to be sent off to the landowner.**
5. ST1 statement of Gary Brownbridge of LDC was posted to the Solicitor for the adverse land possession of the green on Meerash Lane.
6. The written report from Cllr Taylor was updated. A report back from Staffordshire Playing Field Association (SPFA) was noted. **Chair reminded all members that any report back after representing HPC should be addressed only to the full council in the first place, no external parties should be included. Chair has asked the Clerk to send a reminder email to the full council.**
7. **The report by Cllr Taylor on Hanney Hay Road was not addressed by Highways yet. Clerk to follow-up with Cllr A Farrell of SCC.**

Noted.

12. Accounts for Payment

The statements for the Current Account and Savings Account as at 31/12/2025 were £19,468.96 and £13,070.52 respectively.

Councillors are asked to approve the following accounts for payment:

	Cost	VAT	Invoice No	BACS Ref# / Cheque Number
Clerk's Wages – January	£822.96	-	-	BACS #640197823
Clerk's Expenses – toner	£69.04	£11.51	206-6297929- 6489116	BACS #24938060
Hammerwich WI – hall hire for December 2025	£38.50	-	584	BACS #12567941
Unity Trust Bank - Service Charges	£6.00	-	-	Direct Debit on 31/12/2025

The Parish Council are asked to note the following income:

Source	Amount	Reference
Interest	£71.64	For October to December 2025

The accounts for payment were approved.

Vote Outcome: For: 8

Against: 0

Abstentions: 0

A detailed budget monitor file has been shared by the Clerk.

A bank conciliation as of 31st December 2025 had been shared and approved by the Council. Cllr Parkes-Stroud will be the non-signatory to check and sign on behalf of the full Council.

Vote Outcome: For: 8

Against: 0

Abstentions: 0

Noted

13. Public Participation

A resident was present to report on a mud patch on Hammerwich Road (near to Cricket Club) which caused danger and inconvenience to road users. The Council discussed and believed the mud patch was formed due to the dipped road surface. **Chair has asked the Clerk to arrange an on-site meeting with Cllr A Farrell to discuss the possible actions from Highways.**

(1 member of the public left meeting at 8:40pm)

The Council then discussed the about drain clearance of the parish and agreed to organize a drain inspection in April.

Noted.

14. Items for discussion at the next meeting

1. Data Protection Policy

Noted

Meeting closed at 8:44 pm