

# Colwich Parish Council

INCORPORATING WOLSELEY BRIDGE, COLWICH, GREAT HAYWOOD & LITTLE HAYWOOD

# NEWSLETTER

**SPRING 2024 No. 115** 

### ALLOTMENTS

Colwich Allotments Association began in 1983 when the Parish Council purchased land off Coley Lane, Little Haywood, for the provision of allotments for parishioners. Allotments are small parcels of land rented to individuals for the purpose of growing their own fruit and vegetables. Parish Councils have a statutory duty to provide allotments for their parishioners if there is sufficient demand.

The main site originally had 47 plots but, due to their popularity the site was soon extended to 68 plots. In recent years some plots have been split to accommodate more allotment holders from the waiting list which increased greatly during Covid, so there are now 75 plots of different sizes and a waiting list of about 10.

Most allotment sites, like ours, are owned by the local council, and rental costs vary greatly across the country, with some costing well over £100 a year. Our current rental is £25 for a full plot, which includes the cost of public liability insurance for each plot holder. The Colwich Allotments Association site is presently run by a management committee of 8 elected members, responsible to the Parish Council.

The Association committee maintains and improves the site, which now includes two wildlife gardens to promote biodiversity, and encourages the production of organically grown fruit and vegetables. The use of greenhouses and polytunnels is allowed to extend the growing season and allow a wider variety of produce.

Our allotments represent a valuable amenity, providing a healthy lifestyle, good physical exercise and a great spirit of comradeship, as well as providing a regular supply of fresh and tasty vegetables for local families.

The Association participates in the villages' annual Open Gardens Day and also encourages members to enterproduce for the Colwich and Haywoods Annual Flower and Vegetable Show. Over the last 3 years we have held our own open day which has proved popular with visitors. On this day we welcome visitors to our site to try our produce and home-made goodies and look round. Donations are shared equally between the Association (to make improvements) and Katharine House Hospice to whom we donated over £600 last year.

We invite you to come and visit us this year on Sunday 21st July between 10am and 4pm.

### **BLOOMING LOVEL**

We start the year by thanking Mr Alan Doehren, who has recently retired from the position of Colwich Parish in Bloom Committee Chairman after leading the committee for four years. During his tenure, each village



achieved outstanding results in the Royal Horticultural Society (RHS) Britain in Bloom competition. This culminated in 2023, when Great Haywood achieved: Gold – Best in

Now, we welcome Mr Robert Bull, who has taken the reins of

Category (Large Village).



Committee Chairman. His first year will see Colwich & Little Haywood enter the 60th anniversary Britain in Bloom competition; this will include projects such as:

- The creation of a wildflower & perennial area up on The Butts, Little Haywood.
- The restoration of the established bluebell copse at the front of Colwich, including the planting of 300 new bluebells and the renewal of the white picket fence border.
- The creation of a new bee-friendly flower bed to mark the 60th anniversary of the Britian in Bloom campaign. The Bloomers comprise of volunteers within the Parish, and we gladly welcome new recruits. If you would like to help us in our efforts, please contact —

colwichparishbloomers@gmail.com.



## **COLWICH** ALLOTMENTS

### ASSOCIATION

### Open day, Sunday 21st July 10am-4pm

- Look round the plots and site.
- Chat to our friendly plot holders.
- Stop for refreshments.
- Try our home-grown fruit & vegetables.
- Take home flowers.
- Try our home-made goodies.
- Parking available.
- Everyone welcome.

All donations will be shared equally between Katharine House Hospice and the Associations Fundraising.

### VICE CHAIRMAN'S REPORT

As this is our Spring Newsletter, dare we hope that Spring is here, and that Summer is not far behind?

The months since Christmas have been difficult for our Parish, mostly due to the weather. On several occasions we have been almost entirely surrounded by water and getting out of the villages has been problematic. Add to this the work on the Colwich Abbey wall in Little Haywood with its associated traffic lights and the situation exiting Colwich & the Haywoods has at times seemed pretty grim.

Obviously, questions have been asked of the Parish Council as to what we are doing about the problems and often the answer has had to be that it is beyond our remit. Roads & floods must be the responsibility of the County Highways Department as they have the knowledge, equipment and finance to deal with these.

Likewise, the Abbey Wall is private property and planning issues pertaining to it come under the remit of the Borough Council, Historic England or the Archdiocese of Birmingham, as an ecclesiastical site. However, one issue that is regularly raised is whether the Parish Council can at least give information about what is happening.

The Parish Council can understand the frustration that arises when we are not immediately able to give answers to questions asked. We do endeavour to seek out information and pass it on as quickly as possible, but there are times when we are just not able to get the answer. There are occasions when we are not told in advance of works that are taking place and it does take time to seek out the correct facts. Nevertheless, once it is available we do seek to publicise it for the benefit of all.

Herein, lies a further problem as to how to best communicate with everyone in our community. Many people feel that Facebook is the 21st century way to communicate and indeed it is a very useful medium. However, it does have its shortcomings in that there are many people in the villages who do not 'do' Facebook and consequently this means that we do not reach them. Moreover, Facebook can become a free for all debating shop & things can be said that are hurtful and untrue.

shop & things can be said that are hurtful and untrue. Nevertheless, The Parish Council does have a Facebook page where information pertinent to our Parish is posted & everyone is encouraged to follow this. We also have a website where information can be obtained although there is some criticism that it has its shortfalls and we are seeking to address this.

The Parish Newsletter is produced by the Parish Council on a quarterly basis, and this is seen as an effective way of communicating with villagers as it is circulated to every household in the Parish.

In this edition we hope to give you some detailed information about some of the questions that have been raised with us & in particular about the recent announcement regarding this rise in the Parish precept. Details were posted on the Parish Council Facebook page prior to your Council Tax demand coming through your letter box. We wanted to explain to you not only how much this rise was in real monetary terms but also to explain it in comparison with the rises & falls that have been made in recent years.

We also have plans for our Parish to account for our decision to raise the precept. Increasing the work which our lengthsmen can do and in particular ensuring that the Toilets at the Jubilee Playing fields are regularly cleaned & thus open for longer is extremely important for us. In addition, extra Administration support to help us to increase the efficiency of the service that we give (including keeping our website up to date) is also of significance for the Council. We hope that the information given in this Newsletter will help you to see the direction in which we see our Parish moving.

Cllr Annette Bloor Vice Chairman

#### **PRECEPT**

Colwich Parish Council is very mindful that every penny it raises in Council Tax comes from the pockets of our hard-working residents. We hold numerous meetings each year to consider the projects we would like to achieve in the following year. We also plan future long-term projects to improve the environment and wellbeing of our residents and consider how to finance those projects by collecting a percentage each year, so as not to have to charge the entire project in one year, as happened previously. The 2024/25 precept saw an increase of only £1.61 per month or less than 6p per day.

The budget that we set each year is discussed, at length, in both our Finance Committee and Full Council and reflects these priorities. In this respect, the Council agreed a small reduction in the "precept" (our demand to Stafford Borough Council which is added to the overall Council tax bill sent to residents) in

2019/20 and in 2020/21. At that time the other elements of the Council tax were rising by 3-5%.

The Council was very aware of the impact on residents of both the COVID lockdowns and the "cost of living crisis". Consequently, in 2021/22, the Council made a significant reduction of 16.7% in its precept when other contributions to the overall Council Tax bill locally were, again, increasing by between 3-5%. Nationally, the average parish council precept in 2021/22 increased 2.8%, a 19.5% swing compared to Colwich.

The Council has, as mentioned above, built up reserves, set aside over several years, for future projects e.g. the replacement of the children's play equipment at the JPF or the footpath linking the Memorial Hall car park to the Surgery. Rather than pass the full budget onto residents, the Council took the decision to use these reserves. In 2023/24 we took £50,000 from our reserves, mid-

year, to supplement the budget. As part of the 2024/25 budget setting the Council took the decision to take a further £50,000 from its reserves.

The Council's overall precept change between 2018/19 to 2024/25 is an increase of 6.73% or £7.29.

The table below details how much the Colwich PC charge could have been had the Council simply increased its precept each year by 3%, as per Stafford Borough Council and Staffordshire County Council) or by the national parish council average.

	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Actual Charge	£104.47	£103.32	£86.04	£89.77	£92.39	£111.76
Change	-0.2%	-1.1%	-16.7%	+4.3%	+2.9%	+21%
Annual Change	-24p	-£1.15	-£17.29	+£3.73	+£2.62	+£19.37
Change per month	-2p	-10p	-£1.44	+31p	+22p	+£1.61
Annual Charge at 3% pa	£107.85	£111.09	£114.42	£117.85	£121.39	£125.03
v CPC	+£3.38	+£7.77	+£28.38	+£28.08	+£29.00	+£13.27
Average precept change		+4%	+2.8%	+4.1%	+5.8%	+8.5%
Annual charge at national average		£108.65	£111.69	£116.27	£123.01	£133.47
v CPC		+£5.33	+£25.65	+£26.50	+£30.62	+£21.71

All figures based on the Band D average

### How is the Budget to be spent?

The Council has, over recent years, been advertising for a contract cleaner to join the team. The role was to service the toilets at the JPF as well as the Parish Office. We have struggled to receive any tenders. Unfortunately, the Council had to take the unpopular decision that the toilets would need to be closed i) when the Lengthsmen left work each day and ii) over the weekend, as we cannot open the toilets if we are unable to clean them.

The Council decided that it needed to look at a different solution to address this situation. Consequently, we decided to advertise to employ 2 cleaners to commence in April, the beginning of the Council year. To fill these positions, the Council has had to be flexible in its approach separating the JPF role from the Parish Office role. The Council has, therefore, been successful in recruiting 2 new part-time members of staff. One will work 2-hours per week to clean the Parish Office. The other will work 6-hours per week and look after the JPF over the weekend.

Following this successful recruitment campaign the toilets are now open every day from early morning (after cleaning) until either 6:30pm (April to September) or 5:30pm (October to March). The gates will also be open until these times. Pedestrian access to the field will remain available as now.

The workload of the Lengthsmen has increased over the years not least with the Council's decision to begin managing the

St Mary's estate play area, under lease from Stafford Borough Council, as well as the Garden of Remembrance off Coley Lane, purchased in partnership with Colwich Union of Remembrance and Burial. Consequently, the Council took the decision to advertise, and has successfully recruited another part-time Lengthsman to join the team from April 2024. The Council has also created the post of Head Groundsman to manage the Lengthsmen team. All enquiries for grounds work should be directed to him either by emailing <a href="mailto:lengthsmen@colwichparishcouncil.gov.uk">lengthsmen@colwichparishcouncil.gov.uk</a> or on 07378 177241.







The Council is aware that more can and should be done with its website, to promote community and council events and to provide information to residents. The Council took the decision to employ a part-time Assistant Clerk to manage the website, ensuring information is kept up to date, as well as assist with organising the Council's events and to assist the Finance Officer. The Council has set a Communications budget of £2,900 to cover the cost of the quarterly Newsletter and other communications.

The Council has set a Resources budget of £51,490 with £11,000 of that being covered either from Reserves or miscellaneous income e.g. bank interest. The budget head includes expenditure on items such as Electricity; water; refuse collection at the JPF; subscriptions; equipment for the Lengthsmen; office equipment (hardware and software); Audit (internal and external); insurance etc. We haven't allocated a specific budget for small grants to support community groups this year. Instead, we have carried forward the 2023/24 underspend of £5,000 in an Earmarked Reserve.

The Council is looking to utilise developer funding (known as \$106 monies) to improve the Jubilee Playing Field over the next few years. This project includes installing a new car park, upgrading the toilet block and improvements to the field surface as per the responses to the recent questionnaire issued to residents. The cost of these projects is estimated at over £270,000. The Council will also be looking for \$106 monies to create the Remembrance Garden off Coley Lane, bringing the total to about £325,000 out of the £396,000 available – the remainder being spent by Stafford Borough Council to upgrade the St Marys estate play area.

As with most employers, a large part of the budget is for staffing including salaries, employer National Insurance and Pension contributions. The Council now employs 8 staff of whom 7 are part-time. This equates to about 4.4 Full Time Equivalents.





This year sees the 80th Anniversary of D-Day.
To commemorate this event, we will be hosting a
Beacon Lighting event on the evening of
Thursday, 6th June starting at 7pm
with the Beacon being lit at 7:30pm.
The Fish & Chip van will be available,
and we are arranging entertainment.

Saturday, 8th June sees our annual

# SUMMEN FETE

### The line up for the day will be: Entertainment – afternoon

Blessing & Community Ch	oir1:00 - 2:00
Morris Dancing	2:00 - 2:20
Lucky Lee	2:25 - 3:25
Morris Dancing	3:30 - 3:50
Boat Race	

#### **Entertainment - Intermission**

Stafford FM Disco......5:00 - 6:00

#### Entertainment - Evening

Lola Lamour	6:00 - 6:45
Cloudy Galvez	6:45 - 7:45
Lola Lamour	
Skabucks	8:30 - Close

We are also arranging an array of food and drinks trucks, who provide a percentage of their profits for the day as a donation to our two chosen charities.

As in previous year's there will be a selection of community stalls.





# LEISURE FACILITIES IN COLWICH AND THE HAYWOODS

We are fortunate in Colwich Parish to have two identified green spaces for the provision of sports & play facilities.

Most villagers will be well acquainted with the Jubilee Playing Field as our main provision for such facilities & folks in Little Haywood will be acquainted with the St Mary's Play are.

The Jubilee Field was acquired by the Parish Council back in 1977 as a way of commemorating the Silver Jubilee of our late Queen. It is owned and maintained by the Parish Council and with its Children's Play Area, MUGA, Skate Park & BMX Track it offers a variety of facilities for younger people. In its early days the field area was used as a football pitch, but this was never fully up to standard and formal use as a pitch was discontinued.

The Parish Council have long wanted to revamp the JPF to provide better leisure facilities including a provision for adults and a survey was conducted in 2021 to ascertain what facilities villagers would like. Since then, work has continued to try to bring about some of the improvements that you identified.

Progress has been slow, for a variety of reasons, particularly in needing to gain expert advice regarding the drainage on the carpark, how best to utilise the Playing Field building & in making decisions about how to satisfactorily construct a new football pitch. The aftermath of Covid also hindered the process. A large part of the improvements that we hope to make will be financed by Sec 106 money (money a Developer is obliged to give to a community to contribute towards the provision of facilities for increased housing). This money is held by the Borough Council & Parishes wishing to use it have to provide well thought out & costed plans to justify it being released to them. We are presently at this stage, but it is a long-drawn-out process and is taking time.

Nevertheless, progress is being made at the JPF & shortly Green Gym Equipment will be installed which will be funded directly by the Parish Council. Moreover, maintenance at the field has improved over the last year on account of the acquisition of a sit-on grass mower for the use of the Lengthsmen. This means that we no longer have to contract out to keep the grass mown & we can do it far more frequently at a lower cost.

The Jubilee Playing Field has also become the venue for the Village Fete and the Christmas Lights swich on event. Acting on a request from the JPF survey for more village social activities, the Parish Council now plans & arranges both events.

The village fete has now become an annual event (our 3rd Fete is due to take place on June 8th). The Council offer entrance to the Fete free of charge. All of the entertainment during the day & the evening is likewise provided free to encourage all villagers to attend and celebrate our community spirit together. Any profits donated by the stallholders goes to the Parish Council charities of the year. In 2024, we have chosen Little Laura Charity and Troop Aid.

The St Mary's Playing Field is owned by the Borough Council and was created as a play facility on the newly built St Mary's estate back in the mid-1970s. It was always a much smaller play facility than the Jubilee Playing Field but over the years much of the equipment has been broken and not replaced. The Parish Council has for several years been requesting the Borough to assets transfer it to the Parish, but this has been refused. However, the Borough has now offered it to the Parish on a 30-year lease. The Parish has accepted this offer on the understanding that the Borough Council will totally refurbish the Play Area (using Sec 106 money) before handover.

Residents in the St Mary's area received a consultation document, with our Winter Newsletter. On the basis of the responses given, plans are now being drawn up to undertake the work. The Parish Council is involved in the decisions made and once we take over the Field will become responsible for its maintenance. The grassed areas will be moved much more frequently, and the equipment will be regularly inspected and repaired/replaced if required.

Within the Parish there is a further green space intended to provide an area of peace & relaxation. This is the Coley Lane Memorial Field. This piece of land was purchased by the Parish Council several years ago with the intention of it becoming a memorial garden where residents can plant a tree in memory

of a loved one or (it is hoped in the future) scatter the Ashes of someone if they would like it to be their final resting place. Here again we are still in the planning stage & professional help is needed to advise re the provision of a parking area and the provision of a safe walkway (with disabled access) over what is a steeply sloping site.

Whilst it will take time to bring all our plans to fruition, we are currently working to make the field an attractive area in which to walk and sit so that the community can benefit from a tranquil area which is accessible from the two Public Rights of Way which pass by it (Colwich Footpath 40 & 45). Currently plans are being drawn up to depict what we envisage the Field will eventually be like.

Of course, all that the Parish Council is doing and hopes to do costs money. This year the Parish precept has risen and some of this rise will go towards improving our leisure facilities. For many years now we have employed two Lengthsmen who work on a part time basis doing more hours in the Summer than the Winter. They do as much work as they are able to in their allotted hours to keep our villages looking well maintained & attractive. A major part of their Summer work is to keep the verges, green areas and the Jubilee Playing Field mown. They also help to clear paths & pavements and clear litter in some of our public areas.

Obviously, there are limitations dependent on the hours worked and the equipment available to them and it always has to be borne in mind that the major responsibility for road & drains maintenance lies with the County Highways & the Borough Council. The acquisition of the sit-on grass mower has meant that they can mow many more areas to a higher standard, and this has implications for the JPF, the Coley Lane field & St Mary's play area, when it comes into our possession.

One major problem that we have been aware of is that the toilets at the JPF have not been open in the evening and at weekends for some time. This is because we can only open the toilets if we can guarantee to clean them on the same day and also they need to be locked overnight. With limited Lengthsmen's hours we have not been able to make this commitment. Consequently, from the beginning of April we have employed



an extra part time lengthsman and a weekend Janitor/Lengthsman with the intention of being able to clean the toilets daily & to open & close them (along with the JPF gates) each morning & evening. The extra Lengthsmen hours will also enable more hours to be spent on grass mowing and maintenance tasks. We envisage that all of this will greatly add to the cleanliness & tidiness of our villages.



We are pleased to announce that going forward the toilets and gates will be opened, Monday to Sunday, from early morning. Closing times will be:

### APRIL - SEPTEMBER AT 6:30PM OCTOBER - MARCH AT 5:30PM

We hope that as 2024 progresses the Parish Council will be able to push forward with the projects that it has identified and that all villagers will be able to see and benefit from the progress that we hope to make. We will in future editions of our Newsletter give updates on the progress of work on each of our Leisure sites.



#### A51 at Colwich -A51 at Colwich before...



#### Weetman's Bridge before...



#### Main Road Colwich before...





Colwich Parish Council offers a range of services across our many villages. Additional services are offered by either Stafford Borough Council or Staffordshire County Council. The three Councils work with each other but are responsible for different areas of local life. Each council has its own Councillors, staff, and budgets. Details, including contact information, for the Parish, Borough and County Councillors are available at:

#### www.colwichparishcouncil.gov.uk/Your\_Councillors\_5711.aspx

The Parish Council has the power to undertake tasks on behalf of the other two Councils, either under contract or through legislation. However, responsibility remains with either the Borough or County Council and any faults should be directed to them.

Stafford BC and Staffordshire CC prefer reports to be logged via their respective apps (available in the google and iOS app stores).

### **COLWICH PARISH COUNCIL**

- Allotments (operated by Colwich Allotments Association)
- Bus Shelter (e.g., Mill Lane)
- Events (e.g., Annual Fete, Scarecrow Competition, Christmas Lights)
- Civic Events (e.g., Remembrance Sunday—working with the 3 local churches and the Memorial Hall).
- JPF (car park, children's play area; MUGA, Skate Park, BMX track and field)
- Planning (The Council is a consultee to applications sent to either Stafford BC or Staffordshire CC)
- Oldfields Crescent green (The Council maintains the hedge whilst the grass is cut on our behalf by Stafford BC)
- Platinum Garden of Remembrance, Coley Lane
- River of Flowers (working with Colwich in Bloom and Sustainability in Colwich and the Haywoods)
- Small grants to local groups
- Grass cutting of roadside verges (under contract from Staffordshire CC)
- Hedge maintenance (Rockhouse Drive and Abbeyfields – under contract from Staffordshire CC).
- Clearing footpaths (under contract from Staffs. CC)
- Noticeboards



### STAFFORD BOROUGH COUNCIL

(StaffordBC app to report issues)

- Benefits
- Building Control and Planning
- Council Tax (money collected on behalf of the other Councils and public bodies)
- Electoral Services (electoral register and run all elections and/or referendum)
- Environmental Health
- Streetscene (grass cutting, litter, fly-tipping and dog mess)
- Conservation areas
- Parks and Open Spaces in Stafford
- Leisure services (provided via Freedom Leisure)
- Stafford Town Centre management
- Green, Blue and Brown Bin collections
- Car parks

# STAFFORDSHIRE COUNTY COUNCIL

(MyStaffs app to report issues)

- Education
- Libraries
- Mineral and Waste
- Flood Management
- Social Services (Children & early years, adult support and care
- Transport and Highways
- Public Transport
- Road Safety
- Road Lighting
- HS2 Liaison
- Cannock Chase AONB
- Heritage and Archives
- Births, deaths, marriages, and civil partnerships
- Business



As you will read elsewhere in this Newsletter, the Council has reorganised its internal structures following a recent recruit process. The staffing structure is now:

Chief	Deputy Chief Officer	Admin. Assistant	
	Head Groundsman	Senior Lengthsman	
Officer		Junior Lengthsman	
		Cleaner	

Chief Officer	Deputy Chief Officer
Revd Mr Michael Lennon	Anthony Egan
Fellow of the Society of	Principal of the Society
Local Council Clerks.	of Local Council Clerk.
Head Groundsman	Admin Assistant
Phillip Russell	Francesca
Senior Lengthsman	Junior Lengthsman
Ian	Danny
JPF Janitor	Office Cleaner
Simon	Nicki

### **CHARITY CLIMB**

It's unacceptable that more than half of people diagnosed with pancreatic cancer die within 3 months. Survival rates have improved enormously for most cancers, yet for pancreatic cancer, this is not the case.

Pancreatic Cancer UK is dedicated to taking on this injustice using every possible means. They're supporting people with pancreatic cancer now, campaigning, and funding vital research to transform the future. Help them to make the breakthroughs that people with pancreatic cancer so desperately need.

I was bought up in Colwich (my father still lives there) and I now live in Great Haywood.

I lost my mum, Mo Cororan, to Pancreatic cancer 2011. Mum was a local teacher and an active Extraordinary Minister of Holy Communion for St John the Baptist church in Great Haywood.

There are 44 of us from up and down the country, plus my partner and my father, who have come together to raise awareness and fundraising for Pancreatic cancer.

I've organised a Snowdon climb on 25th May 2024. The JustGiving page link is:

https://www.justgiving.com/page/louise-owen-110m617669180

Louise Owen



### COLWICH & HAYWOODS SUPPORT GROUP

Open Gardens Day – Sunday 7th July 2024

Our ever-popular Open Gardens Day will be held this year on Sunday 7th July. This is our group's major fundraising event of the year, when many gardens throughout the 3 villages are opened, giving residents and visitors a very pleasant day in wonderful surroundings.

Schedules, with information on the gardens being opened, will be available from local shops and post offices in mid-June.

Please consider opening your garden (they are not subject to any judging procedure – it is not a competition) and you will be pleasantly surprised at the fun you will have. Please contact Ann Jones on 01889 621372 (e-mail: annjones9407@yahoo.co.uk) who will be able to give you more information.

We very much hope that you will be willing to open your garden in support of Katharine House Hospice, to ensure they have the funds needed for them to continue providing care for people with advanced life limiting conditions across mid-Staffordshire.

We look forward to your helping us to make this another successful year for Katharine House Hospice.

# DATES TO PUT IN YOUR DIARY

CIVIC AMENITY VISITS -10:00 to Noon, JPF 27th April 2024 and 22nd June 2024

PARISH ASSEMBLY 23rd May 2024

#### PARISH COMMUNITY EVENTS

6th June 2024 commencing at 7pm Beacon lighting, JPF

8th June 2024 1pm – 10:30pm Summer Fete, JPF

30th November 2024 Christmas Lights Switch-on event, JPF



Chief Officer: Michael Lennon E: clerk@colwichparishcouncil.gov.uk T: 07378 145397
Head Groundsman: Phil Russell E: lengthsman@colwichparishcouncil.gov.uk T: 07378 177241

Parish Office: St Mary's Road, Little Haywood, ST18 OTX

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www.colwichparishcouncil.gov.uk