



## **COLWICH PARISH COUNCIL**

### **MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 4<sup>TH</sup> FEBRUARY 2021, VIA MICROSOFT TEAMS COMMENCING AT 7:00PM.**

**PRESENT** (For all or part of the meeting): Cllr Plant (Chairman); Cllr Dunn (Vice Chairman); Cllr Bloor; Cllr Rattray; Cllr Roberts; Cllr Upton-Loach and Cllr Walters.

**IN ATTENDANCE:** Revd Mr Michael Lennon (Parish Clerk and Responsible Financial Officer); Anthony Egan (Deputy Clerk and Finance Officer); Cllr Brown and Cllr McKeown (SBC).

**PUBLIC PARTICIPATION:** No members of the public were in attendance.

### **MINUTES**

**27/21** Revd Mr Lennon led the Council in **PRAYERS.**

**28/21** **APOLOGIES** were received from Cllr Dunn as he was experiencing internet issues.

**29/21** There were no **DECLARATIONS OF INTEREST.**  
Cllr Dunn arrived.

**30/21** There were no **WRITTEN REQUESTS FOR DISPENSATIONS UNDER THE LOCALISM ACT 2011.**

**31/21** **THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 13<sup>TH</sup> JANUARY 2021.**

**RESOLVED** to agree and sign the minutes as a true and accurate record.

**PROPOSED** Cllr Bloor    **SECONDED** Cllr Walters.  
On being put to the vote, the resolution carried unanimously.

**32/21** **BOROUGH COUNCILLOR UPDATES.**

Cllrs Brown and McKeown notified the Council that they had received notification that the section 106 pot available for leisure projects in the parish had now increased to about £180,000 following two further receipts.

An informal discussion on the types and locations of projects ensued.

The Cllrs also mentioned the recent HS2 consultation.

The Chairman thanked both Borough Cllrs who left the meeting.

**SIGNED**.....  
**DATE**.....

**33/21** There was no **COUNTY COUNCLLOR UPDATE.**

The Clerk drew the attention of the Council to the recent email he had received regarding the Mill Lane development. (See attached support documents).

**34/21 THE “EMPLOYER PENSION DISCRETIONS POLICY STATEMENTS FOR EMPLOYEES”.**

**RESOLVED** to agree the draft policy and for the Clerk to forward the same to Staffordshire Pensions.

**PROPOSED** Cllr Upton-Loach                      **SECONDED** Cllr Roberts.  
On being put to the vote, the Resolution carried unanimously.

**35/21 MEETING SCHEDULE FOR 2021.**

**RESOLVED** to agree the proposed meeting schedule.

**PROPOSED** Cllr Upton-Loach                      **SECONDED** Cllr Walters.  
On being put to the vote, the Resolution carried unanimously.

**36/21 ITEMS TO BE INCLUDED IN THE 2021/22 BUDGET AND MOVEMENTS TO OR FROM EARMARKED RESERVES.**

A lengthy discussion took place during which it was suggested to carry forward general running cost budget and not to add any other items but to use funds from the reserves, especially those funds caused by Covid delays.

Cllr Upton-Loach left the meeting for 1 minute.

The Chairman noted that the meeting had been running for 2 hours and so should be adjourned in line with Standing Order 1.26

**RESOLVED** that the meeting continue for a further 30 minutes in line with Standing Order 1.27.

**PROPOSED** Cllr Walters    **SECONDED** Cllr Bloor.  
On being put to the vote, the Resolution carried unanimously.

**RESOLVED** to carry the following underspends into Earmarked Reserves.

Roads	£2,500
Parish Office	£4,900
Play	£9,690
Benches	£500
Defibrillator	£1,000

**PROPOSED** Cllr Roberts    **SECONDED** Cllr Walters.  
On being put to the vote, the Resolution carried unanimously.

**SIGNED**.....  
**DATE**.....



**PROPOSED** Cllr Walters   **SECONDED** Cllr Bloor.  
On being put to the vote, the resolution carried unanimously.

**RESOLVED** to discharge those items marked as “to discharge”.

**PROPOSED** Cllr Walters   **SECONDED** Cllr Roberts.  
On being put to the vote, the Resolution carried unanimously.

The Clerk gave a brief progress report on **LIVE ITEMS**.

- 40/21 FINANCE AND ADMINISTRATION.**
- a. The payments made by Standing Order and Direct Debit and cheques issued since the last Full Council meeting were noted.<sup>i</sup>
  - b. There were no cheques/online payments to sign/authorise.
  - c. The Bank Statements and Reconciliation were noted.

**41/21 DATE OF NEXT MEETING** to be 11<sup>th</sup> March 2021 to sign-off the spring Newsletter.

Meeting closed at 9:58pm.

**<sup>i</sup> Payments made between 14/01/2021 and 04/02/2021**

<u>Date</u>	<u>Payee Name</u>	<u>Ref</u>	<u>£ Amount</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount Net</u>	<u>Transaction Details</u>
15/01/2021	Mazars LLP	EP	720.00	120.00	4025	101	600.00	External auditor's fee
15/01/2021	S Egan	EP	89.00	0.00	4007	102	89.00	VDU spectacles
18/01/2021	Hutchison 3G UK Ltd	DD	101.10	16.85	4303	301	84.25	Mobile phones
28/01/2021	Colwich & Haywoods Twinning	EP	250.00	0.00	4600	601	250.00	Small grant under S137
29/01/2021	Opus Energy (Corporate) Limitd	DD	152.26	7.25	4304	301	145.01	Electricity Parish Centre
29/01/2021	Opus Energy (Corporate) Limitd	DD	32.98	1.57	4304	401	31.41	Electricity JPF
29/01/2021	Salaries, PAYE, NI, Pensions	Transfer	8,168.35	0.00	204	0	8,168.35	Salaries, PAYE, NI, Pensions
01/02/2021	Ash Waste Services	DD	91.73	15.29	4308	301	76.44	AWS - waste bins
01/02/2021	DVLA	DD	12.25	0.00	4206	201	12.25	Van Road Fund Tax
	Total Payments:		9,617.67	160.96		2711	9,456.71	

**Payments made between 14/01/2021 and 03/02/2021 (Payment card)**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Amount</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount Net</u>	<u>Transaction Details</u>
19/01/2021	Wild Native Bulbs	CARD	257.94	0.00	4230	203	257.94	Wild Daffodil Bulbs
19/01/2021	Wild Native Bulbs	CARD	257.94	0.00	4230	203	257.94	Wild Daffodil Bulbs
26/01/2021	Lloyds Bank Plc	CARD	12.00	0.00	4019	101	12.00	Bank fee payment card
	Total Payments:		527.88	0.00			527.88	

SIGNED.....  
DATE.....