

SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE: 6TH MARCH 2025

6/25 THE MINUTES OF THE EMPLOYMENT COMMITTEE MEETING HELD ON 17TH JUNE 2024.

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

PROPOSED Cllr Plant **SECONDED** Cllr Hall.

On being put to the vote the Resolution carried unanimously.

7/25 THE MINUTES OF THE EMPLOYMENT COMMITTEE MEETING HELD ON 16TH JANUARY 2025.

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

PROPOSED Cllr Plant **SECONDED** Cllr Bloor.

On being put to the vote the Resolution carried unanimously.

8/25 THE MINUTES OF THE COMMUNICATIONS COMMITTEE MEETING HELD ON 4TH NOVEMBER 2024.

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

PROPOSED Cllr Hall **SECONDED** Cllr Hardwick.

On being put to the vote the Resolution carried unanimously.

9/25 THE MINUTES OF THE COMMUNICATIONS COMMITTEE MEETING HELD ON 9TH JANUARY 2025.

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

PROPOSED Cllr Hardwick **SECONDED** Cllr Plant.

On being put to the vote the Resolution carried unanimously.

10/25 THE MINUTES OF THE COMMUNICATIONS COMMITTEE MEETING HELD ON 27TH JANUARY 2025.

The Meeting was cancelled due to being inquorate.

11/25 THE MINUTES OF THE ENVIRONMENT COMMITTEE MEETING HELD ON 12TH SEPTEMBER 2024.

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

PROPOSED Cllr Bloor **SECONDED** Cllr B Forster.

On being put to the vote the Resolution carried unanimously.

12/25 THE MINUTES OF THE ENVIRONMENT COMMITTEE MEETING HELD ON 12TH DECEMBER 2024.

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

PROPOSED Cllr M Forster **SECONDED** Cllr B Forster.

On being put to the vote the Resolution carried unanimously.

**13/25 THE MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON
21ST NOVEMBER 2024.**

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

PROPOSED Cllr Plant **SECONDED** Cllr Hardwick.

On being put to the vote the Resolution carried unanimously.

**14/25 THE MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON
30TH JANUARY 2025.**

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

PROPOSED Cllr Hardwick **SECONDED** Cllr Plant.

On being put to the vote the Resolution carried unanimously.

**15/25 THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON
14TH NOVEMBER 2024.**

Defer to March meeting due to insufficient Cllrs being present who were also present at the meeting on 14th November 2024.

**16/25 THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON
20TH JANUARY 2025.**

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

PROPOSED Cllr Plant **SECONDED** Cllr Hardwick.

On being put to the vote the Resolution carried unanimously.

**17/25 THE MINUTES OF THE LEISURE COMMITTEE MEETING HELD ON
5TH DECEMBER 2024.**

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.

**18/25 THE MINUTES OF THE LEISURE COMMITTEE MEETING HELD ON
23RD JANUARY 2025.**

RESOLVED to agree and sign the minutes as a true and accurate record with the following amendments:

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DATE: 6TH MARCH 2025

**19/25 THE MINUTES OF THE POLICY COMMITTEE MEETING HELD ON
21ST OCTOBER 2024.**

**20/25 THE MINUTES OF THE POLICY COMMITTEE MEETING HELD ON
13TH JANUARY 2025.**

21/25 THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 11TH SEPTEMBER 2024.

23/25 THE BOROUGH COUNCILLORS'S REPORTS were noted.
Cllr Upton-Loach arrived during the reports.

25/25 FINANCE AND ADMINISTRATION

- 26/25 A DEFIBRILATOR PADS AND BATTERIES BUDGET.**

RESOLVED to vire £2,000 from 4050 (Office Equipment) to 4416 (Defibrillators) and to carry forward any underspend into the Defibrillator earmarked reserve.

DATE: 6TH MARCH 2025

PROPOSED Cllr Bloor**SECONDED** Cllr Mosley.

On being put to the vote, the Resolution carried unanimously.

25/25 d. Virement between accounts.

RESOLVED to vire £5,000 from 4003 (NI); £5,500 from 4005 (Pension); £600 from 4017 (Travel); £355 from 4041 (Christmas Festivities) and £600 from 4043 (Sundry Festive Events).

RESOLVED to vire £9,575 to 4000 (Salaries) and £2,480 to 4001 (PAYE).

PROPOSED Cllr Plant**SECONDED** Cllr Bloor.

On being put to the vote, the resolution carried unanimously.

27/25 **REVISED POLICIES****RESOLVED** to agree and sign the following:

Protocol between Councillors and Officials (PD 017).

Whistleblower (PD018).

Dignity and Respect (PD019).

Pay Policy (PD108).

Employment Legislation (PD121).

Drugs (PD122).

Bullying (PD123).

Disciplinary (PD124).

Grievance (PD125).

Delegation (PD126).

RESOLVED that all Cllrs and officials, individually, sign PD017; PD019 and PD123.

PROPOSED Cllr Plant**SECONDED** Cllr Boyce

On being put to the vote, the Resolution carried unanimously.

28/25 **SPRING 2025 NEWSLETTER.****RESOLVED** to include the following articles:

Marlborough Close Local Green Space

Cllr Cooper (SBC)

Defibrillator's

Cllr Hall

Environment (Chairman's report)

Cllr Upton-Loach

St Mary's play area

Cllr Bloor

Shugborough

Cllr M Forster

New Cllr Biographies

Cllr Boyce/Cllr Meakin

Summer fete (Stalls/Stewards)

Cllr Boyce

Assembly

Lengthsmen

Chief Officer

Finance (Budget/precept)

Chief Officer

PROPOSED Cllr Plant**SECONDED** Cllr Bloor.

On being put to the vote, the Resolution carried unanimously.

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29/25 THE 2025/26 BUDGET and 2025/26 PRECEPT.

The RFO and FO spoke to the prepared finance paper.

The RFO/FO recommended that the Council set a budget, in line with the Local Government Finance Act 1992 s.49A, of £290,375.

The RFO/FO recommended that, in line with LGFA1992 s49A(4) and Protocol Between Councillors and Officials (PD017 s.2.4.2), £273,166 be charged to the precept, a 29.3% increase on 2024/25.

The RFO/FO noted, based on their 2025/26 recommendation, that the indicative five-year precept increases, based on no additional services or projects, would be:

2025/26	29.3%
2026/27	4.3%
2027/28	4.5%
2028/29	4.6%
2029/30	4.6%.

During the presentation, 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 to continue for a further 30-minutes, in line with Standing Order 1.27.

PROPOSED Cllr Walters

SECONDED Cllr Hardwick.

On being put to the vote, the Resolution carried unanimously.

Cllr Mosley left the meeting

Following the presentation, Cllrs discussed the various options considered by the Finance Committee and the recommendation from the RFO/FO.

During the discussion, the Chairman noted that the meeting had been running for the additional 30 minutes and so should be adjourned in line with Standing Order 1.27.

RESOLVED to continue for a further and final 30-minutes, in line with Standing Order 1.27.

PROPOSED Cllr Upton-Loach

SECONDED Cllr Bloor.

On being put to the vote, the Resolution carried unanimously.

RESOLVED to set a budget of £290,375.

PROPOSED Cllr Plant

SECONDED Cllr Upton-Loach

On being put to the vote, the Resolution carried by a majority of those present and voting. A named vote was requested.

FOR

Cllr Plant; Cllr B Forster; Cllr M Forster; Cllr Hardwick; Cllr Upton-Loach; Cllr Boyce; Cllr Bloor; Cllr Dunn; Cllr Walters; Cllr Hall and Cllr Meakin.

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AGAINST

Cllr Martin

- 1) **RESOLVED** to accept the recommendation of the RFO/FO and set a precept of £273,166.

PROPOSED Cllr Plant**SECONDED** Cllr Bloor

- 2) **RESOLVED** to set a precept of £241,166.25, as recommended by the Finance Committee, a 14.1% increase on 2024/25 with the indicative five-year precept increases of:

2025/26	14.1%
2026/27	12.8%
2027/28	9.5%
2028/29	4.6%
2029/30	4.6%

PROPOSED Cllr Dunn**SECONDED** Cllr Hall.

As per Standing Orders and custom, Resolution 2 was voted on first.

A named voted was requested.

FOR

Cllr B Forster; Cllr Hardwick; Cllr Boyce; Cllr Dunn; Cllr Walters; Cllr Hall; and Cllr Martin.

AGAINST

Cllr Plant; Cllr Bloor; Cllr Upton-Loach and Cllr Meakin.

ABSTAIN

Cllr M Forster.

RESOLUTION 2 to set a precept of £241,166.25, a 14.1% increase on 2024/25, was carried by a majority of those present and voting.

30/25 DATE OF NEXT MEETING to be 6th March 2025.

Meeting closed at 10:05pm

Current & Deposit Bank A/cs
Payments made between 01/12/2024 and 31/12/2024

Nominal Ledger Analysis									
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
01/12/2024	Ash Waste Services	DD	199.36		33.23	4308	301	166.13	AWS - Waste Collection
01/12/2024	DVLA	DD	12.25			4206	201	12.25	Van Road Fund Tax
05/12/2024	CloudyIT Ltd	DD	405.46		67.58	4053	101	248.60	MS365/Teams/Phon
						4303	301	89.28	LandlineTelephone
09/12/2024	Lloyds Bank Multipay Card	Transfer	209.29			203		209.29	Repayment of payment card
16/12/2024	Corona Energy Retail 4 Limitd	DD	249.81		11.90	4304	301	237.91	Electricity P Centre Nov
16/12/2024	Corona Energy Retail 4 Limitd	DD	150.05		7.15	4304	401	142.90	Electricity JPF Nov
19/12/2024	Hutchison 3G UK Ltd	DD	86.74		14.46	4303	301	72.28	Mobile phones Dec
23/12/2024	Sam's Electrical Services Ltd	EP	240.00		40.00	4041	105	200.00	Fit and check Christ tree ligh
23/12/2024	z	EP	505.00			4015	101	505.00	Membership fee ML
23/12/2024	z	EP	-505.00			4015	101	-505.00	Contra entry - ent'd in error
23/12/2024	SLCC	EP	505.00			4015	101	505.00	Membership fee - ML
23/12/2024	Benhill Press	EP	606.20		33.20	4028	103	407.00	Newsletter Autumn 2024
						4037	103	166.00	Chmas entry forms
23/12/2024	SLCC	EP	454.00		54.00	4010	102	400.00	Practitioners' Conf - FAW
23/12/2024	SLCC	EP	245.00			4015	101	245.00	Membership fee - SE
23/12/2024	SLCC	EP	674.80		90.80	4010	102	584.00	Practitioners Conf - SE
23/12/2024	Buxton's Ltd	EP	180.00		30.00	4211	201	150.00	Ride on mower service
31/12/2024	Water Plus	DD	35.10			4301	301	35.10	WaterPlus Dec 2024
31/12/2024	Unity Trust	DD	10.50			4019	101	10.50	Service charge
31/12/2024	Salaries, PAYE, NI, Pensions	Transfer	17,096.95			204		17,096.95	Salaries, PAYE, NI, Pensions
Total Payments:			21,360.51	0.00	382.32			20,978.19	

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Lloyds Bank Multipay Card

Payments made between 01/12/2024 and 31/12/2024

Nominal Ledger Analysis									
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
10/12/2024	East Staffs Borough Council	CARD	6.00			4017	102	6.00	Parking for 1st aid training
12/12/2024	East Staffs Borough Council	CARD	2.90			4017	102	2.90	Parking for 1st Aid training
17/12/2024	Ryman	CARD	7.99			4026	101	7.99	Plastic display folder
19/12/2024	Aldi Stores Limited	CARD	7.55		0.58	4031	101	6.97	Refreshments for meeting
26/12/2024	Lloyds Bank Plc	CARD	12.00			4019	101	12.00	Bank fee
Total Payments:			36.44	0.00	0.58			35.86	

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Current & Deposit Bank A/cs**Receipts received between 01/12/2024 and 31/12/2024****Nominal Ledger Analysis**

<u>Receipt</u>	<u>Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>
<u>Transaction Detail</u>								
		BGC Banked: 03/12/2024	40.00					
		BGC R Zanfir	40.00			1200	105	
40.00		Donation						
		BGC Banked: 03/12/2024	778.65					
		BGC						
		CCLA Investment Management Ltd	778.65			1190	101	
		778.65 PSDF Dividend/Interest						
		BGC Banked: 05/12/2024	30.00					
		BGC						
		Food Folks (Staffordshire Limi	30.00			1200	105	
		30.00 Donation						
		BGC Banked: 05/12/2024	30.00					
		BGC						
		Wendy Plant	30.00			1200	105	
		30.00 Donation						
		Total Receipts:	878.65	0.00	0.00			878.65

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Lloyds Bank Multipay Card**Receipts received between 01/12/2024 and 31/12/2024****Nominal Ledger Analysis**

<u>Receipt</u>	<u>Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>
<u>Transaction Detail</u>								
		Banked: 09/12/2024	209.29					
		Transfer Current & Deposit Bank A/cs	209.29			200		
209.29		Repayment of payment						
		Total Receipts:	209.29	0.00	0.00			209.29

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