

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON THURSDAY 1<sup>ST</sup> MAY 2025 AT THE PARISH CENTRE, ST. MARY'S ROAD, LITTLE HAYWOOD, COMMENCING AT 7:30PM.

**PRESENT** (for all or part of the meeting): Cllr Plant (Chairman); Cllr Boyce; Cllr Dunn; Cllr Martin; Cllr Meakin; Cllr Mosley; Cllr Upton-Loach and Cllr Walters.

**IN ATTENDANCE:** Revd Mr Lennon (Chief Officer); Mr Egan (Deputy Chief Officer) and Miss Alineri-Willis (Events Officer).

**PUBLIC PARTICIPATION:** No members of the public were present.

#### **MINUTES**

62/25 The Chairman called for nominations for CHAIRMAN OF THE COUNCIL FOR 2025/26.

Cllr Plant was **PROPOSED** by Cllr Walters and **SECONDED** by Cllr Boyce.

On being put to the vote, Cllr Plant was elected unopposed.

Cllr Plant **SIGNED THE DECLARATION OF OFFICE** which was witnessed by the Chief Officer.

63/25 The Chairman called for nominations for VICE CHAIRMAN OF THE COUNCIL FOR 2025/26.

Cllr Bloor was **PROPOSED** by Cllr Plant and **SECONDED** by Cllr Walters.

On being put to the vote, Cllr Bloor was elected unopposed.

**RESOLVED** that any Cllr, absent from the meeting, who is elected to the position of Chairman or Vice Chairman of the Council, or a Committee, should attend the Parish Centre to sign their Acceptance of Office either before or at the start of the June Full Council meeting or the relevant Committee meeting, whichever comes first.

**PROPOSED** Cllr Plant **SECONDED** Cllr Mosley. On being put to the vote, the Resolution carried unanimously.

64/25 APOLOGIES were received from Cllr Bloor (Twinning Visitors); Cllr B Forster (away); Cllr M Forster (away); Cllr Hall (away); Cllr Hardwick (work); Cllr Hill (Dispensation); Cllr Cooper (SBC – prior engagement) and Cllr McKeown (prior engagement). Cllr Mosley noted that he would need to leave at 9:30pm.

### **RESOLVED** to accept the reasons for absence.

# **PROPOSED** Cllr Plant SECONDED Cllr Walters.

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

### 65/25 There were no DECLARATIONS OF INTEREST.

# 66/25 There were no WRITTEN REQUESTS FOR DISPENSATION UNDER THE LOCALISM ACT 2011.

# 67/25 THE DEEDS FOR LAND AND PROPERTY OWNED OR HELD IN TRUST

were shown to the Council.

Cllr Upton-Loach arrived.

# **68/25 MEMBERSHIP, CHAIRMAN AND VICE CHAIRMAN** of the Council's Committees:

# **COMMUNICATIONS** (4 members).

Cllr Boyce Chairman/Vice Chairman

Cllr Dunn Deferred to June Full Council

Cllr Hall
Cllr Hardwick

# **COMPLAINTS** (4 members).

Cllr Bloor Chairman Cllr Bloor (as vice Chairman of

Cllr B Forster the Council.
Cllr M Forster <u>Vice Chairman</u>

Cllr Hill Deferred to June Full Council

# EMPLOYMENT (4 members).

Cllr Bloor Chairman Cllr Bloor (as Vice Chairman of

Cllr Hill the Council
Cllr Martin <u>Vice Chairman</u>

Cllr Walters Deferred to June Full Council.

### **ENVIRONMENT** (6 members).

Cllr Bloor
Cllr B Forster
Cllr B Forster
Cllr M Forster
Cllr M Forster
Cllr Meakin
Cllr Meakin
Vice Chair Cllr Bloor

Cllr Mosley PROPOSED Cllr Upton-Loach
Cllr Upton-Loach SECONDED Cllr Mosley

#### **EVENTS** (6 members).

Cllr Boyce <u>Chairman Cllr Plant</u>

Cllr Hall PROPOSED Cllr Upton-Loach
Cllr Martin SECONDED Cllr Walters

Cllr Plant <u>Vice Chairman Cllr Upton-Loach</u>

Cllr Upton-Loach PROPOSED Cllr Boyce
Cllr Walters SECONDED Cllr Walters

FINANCE (4 members).

Cllr Bloor <u>Chairman Cllr Plant</u> (as Chairman of the

Cllr Dunn Council)

Cllr Meakin

Cllr Plant

PROPOSED Cllr Plant

SECONDED Cllr Meakin

LEISURE (6 members).

Cllr Bloor
Cllr Dunn
PROPOSED Cllr Walters
Cllr Hall
SECONDED Cllr Martin
Cllr Hardwick
Cllr Martin
PROPOSED Cllr Dunn
Cllr Walters
SECONDED Cllr Dunn
Cllr Walters
SECONDED Cllr Martin

PLANNING (3+3 members).

Great HaywoodChairman Cllr BloorCllr B ForsterPROPOSED Cllr WaltersCllr M ForsterSECONDED Cllr Mosley

Cllr Mosley

Little HaywoodVice Chairman Cllr M ForsterCllr BloorPROPOSED Cllr WaltersCllr MartinSECONDED Cllr Mosley

Cllr Walters

**POLICY** (4 members).

Cllr Dunn Chair Cllr Hardwick
Cllr Hardwick PROPOSED Cllr Plant

Cllr Plant SECONDED Cllr Upton-Loach

Cllr Upton-Loach Vice Chair Cllr Plant

PROPOSED Cllr Upton-Loach

SECONDED Cllr Dunn

YOUNG PEOPLE (4 members).

Cllr Boyce <u>Chairman/Vice Chairman</u>
Cllr B Forster <u>Deferred to June Full Council</u>

Cllr M Forster Cllr Upton-Loach

**RESOLVED** to agree the committee membership as above.

**PROPOSED** Cllr Plant SECONDED Cllr Walters.

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

Those Chairmen and Vice Chairmen in attendance signed their acceptance of office which were witnessed by the Chief Officer.

#### 69/25 COUNCIL REPRESENTATIVES WITH OUTSIDE BODIES.

Community Association.

Voluntary Transport Scheme.

Colwich & Little Haywood Village Hall.

Cllr Hardwick

Cllr Hardwick

Colwich Parochial Charities. Cllr Dunn/Cllr Plant
Great Haywood Memorial Hall Committee. Defer to June Full Council

Colwich Allotments Association.

Cllr Upton-Loach
Staffordshire Wildlife Trust.

Cllr Martin

Colwich Parish in Bloom. Defer to June Full Council

AONB Cllr Hall

SinCH Cllr Upton-Loach

Flower & Vegetable Show

GHMH Coffee morning

St Michael's lunches

Cllr Hill

Cllr Hill

Cllr Hill

Cllr Hill

PPG Cllr Dunn/Cllr Plant

National Trust
Anson School
Cllr B Forster/Cllr M Forster
Cllr B Forster/Cllr M Forster

St Johns School

Colwich School

Canal River Trust

Cllr Bloor

Cllr Hardwick

Cllr Dunn

**RESOLVED** to agree the representatives as detailed above.

**PROPOSED** Cllr Plant **SECONDED** Cllr Boyce.

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

# 70/25 NAMES OF COUNCILLORS TO SIGN CHEQUES AND/OR AUTHORISE ONLINE PAYMENTS FROM OUR UNITY TRUST BANK ACCOUNT.

**RESOLVED** that Cllr Bloor; Cllr Dunn; Cllr Plant continue to be authorised signatories and that Cllr Martin be an additional signatory.

PROPOSED Cllr Plant SECONDED Cllr Dunn.

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

# 71/25 NAMES OF COUNCILLORS AUTHORISED TO DEPOSIT FUNDS WITH/WITHDRAW FUNDS FROM OUR CCLA DEPOSIT ACCOUNTS.

**RESOLVED** that Cllr Mosley; Cllr Upton-Loach and Cllr Walters continue to be authorised signatories.

PROPOSED Cllr Plant SECONDED Cllr Dunn.

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

# 72/25 THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 3<sup>RD</sup> APRIL 2025.

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

PROPOSED Cllr Upton-Loach

**SECONDED** Cllr Boyce.

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

# 73/25 TO CONSIDER, AGREE AND SIGN THE MINUTES OF THE POLICY COMMITTEE MEETING HELD ON 7<sup>TH</sup> APRIL 2025.

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

#### **PROPOSED** Cllr Plant

**SECONDED** Cllr Dunn.

On being put to the vote of those present who had also been present at the meeting, the Resolution carried unanimously.

# 74/25 TO CONSIDER, AGREE AND SIGN THE MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON MONDAY 14<sup>TH</sup> APRIL 2025.

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

#### **PROPOSED** Cllr Plant

**SECONDED** Cllr Boyce.

On being put to the vote of those present who had also been present at the meeting, the Resolution carried unanimously.

- 75/25 THE CHAIRMAN'S REPORT was noted.
- 76/25 There were no BOROUGH COUNCILLOR REPORTS.
- There was no **COUNTY COUNCILLOR REPORT**. 77/25

#### 78/25 FINANCE AND ADMINISTRATION

- No payment details were provided due to preparation for the Year End audit.
- b. No receipts details were provided due to preparation for the Year End audit.
- c. No Bank Statements or Reconciliation were provided.
- The Vauxhall Movano annual insurance.

**RESOLVED** to accept the quote received from MS Amlin of £693.88 +IPT a reduction of £43.96 from 2024/25.

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

#### 79/25 SMALL GRANT APPLICATIONS.

**RESOLVED** to award a grant of £600 to the Great Haywood Tolkien Trail Project

SIGNED AS A TRUE AND ACCURATE RECORD.....

DATE: 5<sup>TH</sup> JUNE 2025

PROPOSED Cllr Upton-Loach

**SECONDED** Cllr Plant.

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

**RESOLVED** to award a grant of £100 to Colwich Parish in Bloom.

**PROPOSED** Cllr Plant

**SECONDED** Cllr Boyce

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

**RESOLVED** to request further clarification from Anson Parents, Teachers and Friends Association.

**PROPOSED** Cllr Plant

**SECONDED** Cllr Upton-Loach.

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

#### 80/25 BUS TIMETABLE.

**RESOLVED** to write to Chaserider requesting that they retain the current half hourly bus service.

**PROPOSED** Cllr Plant

**SECONDED** Cllr Upton-Loach.

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

#### **81/25 NETBALL.**

**RESOLVED** to support Cllr McKeown's proposal in-principle, subject to receiving additional information.

**PROPOSED** Cllr Plant

SECONDED Cllr Walters.

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

#### 82/25 SUMMER 2025 NEWSLETTER.

**RESOLVED** to include the following articles:

Grant award details Netball proposal

Bus route Fete

VE Day report VJ Day proposal

Plaques JPF

Lengthsman Dates for Diary

PROPOSED Cllr Plant

**SECONDED** Cllr Boyce.

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

#### 83/25 POLICIES

**RESOLVED** to agree and sign the updated policies:

Standing Orders (PD006)

Risk Management Policy and Corporate Risk Assessment (PD007)

Training Policy (PD008)

Small Grants (PD009)

High Consequence Infectious Diseases Policy (PD010)

Maternity Leave (PD111)

Paternity Leave (PD112)

Adoption Leave (PD113)

Parental Leave (PD114)

Dependents Leave (PD115)

Bereavement Policy (PD116)

Menopause Policy (PD117)

Flexi Leave (PD118)

Health and Safety Policy (PD301)

Display Screen Equipment Policy (PD302)

Manual Handling Policy (PD303)

Lone Working Policy (PD304)

#### PROPOSED Cllr Dunn

**SECONDED** Cllr Boyce.

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

Cllr Upton-Loach apologised and left the meeting.

#### 84/25 THE JPF INSPECTION.

During the discussion, the Chairman noted that the meeting had been running for 2-hours and so should be adjourned in line with Standing Order 1.28.

**RESOLVED** to continue for a further 30-minutes, in line with Standing Order 1.29.

#### **PROPOSED** Cllr Walters

**SECONDED** Cllr Dunn.

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

Cllr Mosley left the meeting.

**RESOLVED** to accept the quote from Sovereign Design Play Systems Limited.

#### **PROPOSED** Cllr Plant

**SECONDED** Cllr Walters.

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

# **85/25 DATE OF NEXT MEETING** to be 5<sup>th</sup> June 2024.

Meeting closed at 9:35pm