

DRAFT: THESE MINUTES REMAIN DRAFT UNTIL AGREED AND SIGNED BY THE COUNCIL

COLWICH PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON 4TH MAY 2017 AT THE PARISH CENTRE, ST. MARY'S ROAD, LITTLE HAYWOOD, COMMENCING AT 8:15PM.

PRESENT (For all or part of the meeting): Cllr Cooper (Chairman); Cllr Dunn (Vice Chairman) Cllr Birt; Cllr Billingsley; Cllr Clendon; Cllr Cowlshaw; Cllr Doehren; Cllr Gibson; Cllr Jenkinson; Cllr Payne; Cllr Stafford Northcote and Cllr Wells.

IN ATTENDANCE: Michael Lennon (Parish Clerk); Anthony Egan (Deputy Clerk) and Cllr Perkins (SBC).

PUBLIC PRESENT: H Lloyd; R Hili; J Sargent; T English and A Seabridge (Seabridge Developments Ltd).

PUBLIC PARTICIPATION:

H Lloyd asked about the lack of a Crossing Patrol Officer at Anson School and whether signs could be erected directing motorists to park at the Memorial Hall.

R Hili asked to see the accounts. The Clerk informed R Hili that this was the Annual Meeting of the Council and not an AGM as in the private sector. The meeting was to consider the 2016/17 Accounts. The "Period for the Exercise of Public Rights" for the Year ended 31st March 2017, under The Accounts and Audit Regulations 2015 (SI 2015 No.234) and The Local Audit and Accountability Act 2014, would commence on 5th June 2017 and run until 14th July 2017. A charge would be levied, in accordance with the Publication Scheme, should copies be required of any pages.

Mr Seabridge confirmed that Walton Homes will be developing the site on the Colwich/Rugeley boundary. A new site plan for the development off little Tixall Lane had been submitted and Mr Seabridge was content to meet with the Council again to discuss this revised plan.

T English spoke to the letter he had copied to the Council (item 111/17) on behalf of the residents of Trent Lane, Great Haywood.

H Lloyd; R Hili; J Sargent; T English and A Seabridge left the meeting.

Item Ref	Agenda item
91/17	The Chairman led the Council in PRAYERS .
92/17	APOLOGIES were received from Cllr Featonby and Cllr Lyall. RESOLVED to accept the apologies. PROPOSED Cllr Billingsley SECONDED Cllr Cooper.
93/17	A DECLARATION OF INTEREST was made by Cllr Billingsley in regards item 96/17b for the acquisition of a Lengthsman's van in line with RESOLUTION 75/17a
94/17	There were no WRITTEN REQUESTS FOR DISPENSATIONS UNDER THE LOCALISM ACT 2011 .

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95/17 THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 6TH APRIL 2017.

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

PROPOSED Cllr Billingsley **SECONDED** Cllr Dunn.

96/17 FINANCE AND ADMINISTRATION.

- a. The payments made by Standing Order and Direct Debit and cheques issued during April 2017 to meet the 30-day rule were noted.

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
18-Apr-17	Scottish Power	DD	£10.00	JPF
18-Apr-17	EDF Energy	DD	£80.00	Parish Centre
19-Apr-17	C G Chell	301124	£1,128.86	Lawnmower & Trimmer
19-Apr-17	Severn Trent Water	DD	£35.57	
	Staffordshire Industrial			
21-Apr-17	Supplies	301125	£620.57	PPE for Lengthsmen
28-Apr-17	Maxwell Amenity Ltd	301126	£720.00	Groundsmen training x 4
	Staffs Playing Fields			
28-Apr-17	Association	301127	£15.00	Annual Subscription
	Bradleys Accountancy &			Accountancy & payroll
28-Apr-17	Tax Services	301128	£283.20	16/17
28-Apr-17	Viking Direct	301129	£28.76	Stationery
28-Apr-17	Downings Recycling Ltd	301130	£33.00	Waste bins
	Great Haywood Memorial			
28-Apr-17	Hall	301131	£8.50	Hire of Hall for Surgery
	Salaries, PAYE, NI &			
28-Apr-17	Pensions		£4,608.21	
28-Apr-17	ACB Motor Services	301137	£25.20	New Padlock for JPF
				Digital Mapping/Asset
28-Apr-17	Pear Technology	301138	£1,830.00	Register
	Colwich Allotments			
28-Apr-17	Association	301139	£1,240.50	Repayment of Rents
	Colwich Allotments			Payment to Contingency
28-Apr-17	Association	301140	£150.00	Fund
Total			£10,817.37	

- b. **RESOLVED** to agree and sign the May cheque payments.

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
04-May-17	Topliss Associates Ltd	301141	£154.62	Internal audit year
				2016/17
04-May-17	Jane Allen	301142	£350.00	Purchase of van
04-May-17	ACB Motor Services	301143	£550.00	MOT & Service of van
				Contra - incorrect
04-May-17	ACB Motor Services	301143	-£550.00	amount
04-May-17	ACB Motor Services	301144	£588.00	MOT & Service of van
04-May-17	C G Chell	301145	£229.00	Battery for 5in1 tool

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04-May-17	Stafford Borough Council	301146	£3.00	Licence access to Parish Centre
04-May-17	RBS Software Solutions	301147	£139.20	Maintenance for accounts software
04-May-17	Great Haywood Under 5s	301148	£288.00	S137 Grant
Total			£1,751.82	

Cllr Birt; Cllr Payne and Cllr Billingsley agreed to sign the cheques.

NOTE: Cllr Billingsley did not sign any cheques relating to his Declaration of Interest.

c. The Bank Statements and Reconciliation were noted and signed by the Chairman.

97/17 **BOROUGH COUNCILLORS UPDATE.**

Cllr Perkins noted the latest position regarding the Little Haywood Village Store with B&B. Cllr Perkins also mentioned that the application for the units behind Colwich Petrol Station had been approved with a condition that there should be no use on bank and public holidays.

Cllr Payne raised the issue of contractors from Millers Croft parking on The Ring. Cllr Perkins offered to take the matter up with officials.

98/17 There was no **COUNTY COUNCILLOR UPDATE** due to the election.
Note: John Francis has been elected as the County Councillor for the Trent Valley Division.

99/17 **THE UPDATES ON COMMITTEES** were noted.

100/17 The **CORRESPONDENCE** received in April was noted.

CORRESPONDENT	SUBJECT
Waterplus	Introduction to new system
Hags	Play equipment catalogue
NBB recycled Furniture	Catalogue
The Village Voice	April/May 2017 edition

101/17 **THE DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT'S CONSULTATION "RUNNING FREE".**

RESOLVED to respond to the DCLG Consultation opposing the proposals to allow Park Run to use any public park for free.

PROPOSED Cllr Billingsley **SECONDED** Cllr Cowlshaw.

RESOLVED to write a letter of support to Steve Shield the Clerk and Chairman Cllr Ernie Brown of Stoke Gifford Parish Council.

PROPOSED Cllr Billingsley **SECONDED** Cllr Birt.

102/17 **LOCALITY'S CONSULTATION "WHERE NEXT FOR LOCALISM".**

RESOLVED to defer consideration of this item to the June meeting with a recommendation to be tabled by the Clerk/Chairman.

PROPOSED Cllr Cooper **SECONDED** Cllr Dunn.

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103/17 THE REQUEST FROM INGESTRE WITH TIXALL PARISH COUNCIL TO SUPPORT THEIR LEGAL CHALLENGE TO THE PROPOSED ROUTE OF HS2.

RESOLVED that the Council should not fund this challenge and to advise Ingestre with Tixall parish Council that they would be better advised to contact Natural England for support.

107/17 USE OF THE RECYCLING FACILITIES AT THE JPF.

RESOLVED to refer this item to the June E&L Meeting.

Cllr Perkins left the meeting.

Cllr Jenkinson apologised and left the meeting.

106/17 THE END OF YEAR ACCOUNTS.

The Finance Officer spoke to his report on the End of Year Accounts {Note: see Finance page on the website}.

RESOLVED to accept and sign the accounts.

PROPOSED Cllr Billingsley

SECONDED Cllr Doehren.

108/17 SECTION 1 – THE ANNUAL GOVERNANCE STATEMENT 2016/17 - OF THE ANNUAL RETURN FOR THE PERIOD ENDED 31ST MARCH 2017.

The Chairman read each statement to the Council.

RESOLVED to agree and sign Section 1 of the Annual Return.

The Chairman and the RFO signed the return.

109/17 TO CONSIDER AND COMPLETE SECTION 2 – ACCOUNTING STATEMENTS 2016/17 – OF THE ANNUAL RETURN FOR THE PERIOD ENDED 31ST MARCH 2017.

The Chairman read each statement to the Council.

RESOLVED to agree and sign Section 2 of the Annual Return.

The Chairman and the RFO signed the return.

RESOLVED to suspend Standing Order 1.24 and to continue beyond 2½ hours.

PROPOSED Cllr Billingsley

SECONDED Cllr Cooper.

110/17 THE LETTER FROM THE CHAIRMAN OF CURB.

RESOLVED to suspend Standing Order 1.3 and to exclude members of the public and press due to the confidential nature of the matters to be discussed.

PROPOSED Cllr Billingsley

SECONDED Cllr Cooper.

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111/17 LETTER REQUESTING THE COUNTY COUNCIL TO CONSIDER MAKING TRENT LANE RESIDENTS PERMIT PARKING ONLY.

RESOLVED that the Clerk writes to Staffordshire County Council supporting the proposal and to include the area outside the Lockhouse. The letter to also request that the double yellow line on the west side of Trent Lane be continued to join up with the one outside the Clifford Arms.

PROPOSED Cllr Billingsley **SECONDED** Cllr Payne.

104/17 TO CONSIDER AND AGREE THE WINNER OF THE “PHOTOGRAPH OF THE YEAR”.

RESOLVED to suspend standing order 1.3 and to exclude members of the public and press so as to keep the decision of the Council confidential until it is announced at the Annual Parish Assembly on Tuesday 22nd May at the Colwich and Little Haywood Village Hall.

PROPOSED Cllr Billingsley **SECONDED** Cllr Cooper.

105/17 TO CONSIDER AND AGREE THE WINNER OF THE “CITIZEN OF THE YEAR”.

RESOLVED to suspend standing order 1.3 and to exclude members of the public and press so as to keep the decision of the Council confidential until it is announced at the Annual Parish Assembly on Tuesday 22nd May at the Colwich and Little Haywood Village Hall.

PROPOSED Cllr Billingsley **SECONDED** Cllr Cooper.

112/17 DATE OF NEXT MEETING to be 1st June 2017.

Meeting closed at 10:28pm.

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