COLWICH PARISH COUNCIL

MINUTES OF THE FULL COUNCIL HELD ON 1ST MARCH 2018 AT THE PARISH CENTRE, ST. MARY'S ROAD, LITTLE HAYWOOD, COMMENCING AT 7:30PM.

PRESENT (For all or part of the meeting): Cllr Cooper (Chairman); Cllr Dunn (Vice Chairman); Cllr Billingsley; Cllr Clendon; Cllr Featonby; Cllr Fletcher; Cllr Lyall; Cllr Sarjant; Cllr Stafford Northcote and Cllr Wells.

IN ATTENDANCE: Michael Lennon (Parish Clerk).

PUBLIC PARTICIPATION: No members of the public were present.

MINUTES.

- 23/18 The Chairman led the Council in PRAYERS.
- **24/18 APOLOGIES** were received from Cllr Birt (Dispensation); Cllr Gibson; Cllr Mosley; Cllr Francis (SCC) and Cllr Perkins (SBC).

RESOLVED to accept the apologies.

PROPOSED Cllr Cooper

SECONDED Cllr Stafford Northcote.

- 25/18 There we no **DECLARATIONS OF INTEREST.**
- 26/18 There were no WRITTEN REQUESTS FOR DISPENSATIONS UNDER THE LOCALISM ACT 2011.
- 27/18 THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 1ST FEBRUARY 2018. RESOLVED to agree and sign the minutes as a true and accurate record, subject to the following amendments:

Public Participation

- "The County Council's exit from..." to read "The County Council's withdrawal from ..."
- "...has commenced and will continue..." to read "...has commenced and work will continue..." 8/18
- "Matters remaining on-going..." to read "Matters remain ongoing..."

15/18 Add:

RESOLVED to support the retention of the speed hump outside the Old Forge.

PROPOSED Cllr Cooper

SECONDED Cllr Billingsley.

16/18

"I Willimason..." to read "I Williamson..."

10/18

- "A discussion It is understood..." to read "In discussion it was understood..."
- "Chippie; ..." to read "Chippy; ..."

11/18

"A working group meeting..." to read "A meeting..."

14/18

- "RESOLVED to Introduce..." to read "RESOLVED to introduce..."
- "RESOLVED to defer consideration of the whether..." to read "RESOLVED to defer consideration of whether..."

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"...members of the Press..." to read "...members of the Press..."

PROPOSED Cllr Billingsley

SECONDED Cllr Stafford Northcote.

- **28/18** There was no **BOROUGH COUNCILLOR UPDATE** (see 24/18 above).
- 29/18 There was no COUNTY COUNCILLOR UPDATE (see 24/18 above).
- 30/18 THE NATIONAL ASSOCIATION OF LOCAL COUNCIL'S BRIEFING: "FINANCIAL ASSISTANCE TO THE CHURCHES".

RESOLVED to accept the NALC advice and that no payments should be made to Churches until further clarification is received from NALC.

PROPOSED Cllr Billingsley

SECONDED Cllr Clendon.

RESOLVED that the Clerk writes to the Churches to inform them of this revised position.

PROPOSED Cllr Billingsley

SECONDED Cllr Cooper.

31/18 THE SPRING NEWSLETTER.

RESOLVED that, with some typographical changes, the draft Newsletter be sent to Benhill press for graphic designing and printing.

PROPOSED Cllr Cooper

SECONDED Cllr Billingsley.

32/18 EMPLOYMENT POLICIES.

- a. Protocol between Councillors and Officers.
- b. Gifts, Hospitality and Anti-Bribery.

These were signed by Cllrs present in the meeting as well as by the Clerk.

33/18 NATIONAL INSURANCE UNDERPAYMENT FOR THE PERIOD 2014/15 TO 2016/17.

RESOLVED to make a single one-off payment once the formal invoice is received from HMRC.

PROPOSED Cllr Billingsley

SECONDED Cllr Wells.

Note: The invoice received from HMRC only covered the 2014/15 and 2015/16 financial years. Upon phoning HMRC the Clerk was informed that the year 2016/17 was not in arrears.

34/18 "CHAIRMAN'S AWARD" IN RECOGNITION OF AN OUTSTANDING CONTRIBUTION TO THE PARISH OF COLWICH.

RESOLVED to defer consideration to the next Full Council meeting and to draft award guidance.

35/18 THE UPDATES ON COMMITTEES were noted.

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36/18 FINANCE AND ADMINISTRATION.

a. The payments made by Standing Order and Direct Debit and cheques issued during February 2018 were noted.

b. **RESOLVED** to sign/authorise the February cheque/online payments.

Date	Payee Name		Amount	Vat	Details
01-02-2018	DVLA	DD	£12.25		Van Road Fund Tax
02-02-2018	Freeman Jones Legal Ltd	EP	£900.00	£150.00	Legal Advice
09-02-2018	SPCA	301268	£35.00		Local Cllr Training
	Lloyds Bank Multipay				
09-02-2018	Card	DD	£160.88		Repayment of card,
15-02-2018	EDF Energy	DD	£95.00		
16-02-2018	BT Telephone/Broadband	DD	£93.96	£15.66	BT Feb 2018
19-02-2018	Scottish Power	DD	£51.00		
	Salaries, PAYE, NI,				
28-02-2018	Pensions	DD	£3,890.00		

5,238.09 **£165.66**

Date	Payee Name		Amount	Vat	Details
	-				Practitioners
01-03-2018	SLCC	301269	£286.80	£37.80	Conference
	Salaries, PAYE, NI,				
01-03-2018	Pensions	301270	£1,297.23		
01-03-2018	SPCA	301271	£552.00		Annual Subs
01-03-2018	SLCC	301272	£5.91		Book
	Salaries, PAYE, NI,				
01-03-2018	Pensions	EP	£1,240.90		
01-03-2018	Gee Tee Bulb Company	EP	£420.00	£70.00	5,000 Snowdrops
	Konica Minolta Business				-
01-03-2018	Solutions	EP	£30.18	£5.03	Copying
	Konica Minolta Business				
01-03-2018	Solutions	EP	£99.97	£16.66	Rental
	Gerrard Electrical				Electrical condition
01-03-2018	Contractors	EP	£175.50	£29.25	report
01-03-2018	Viking Direct	EP	£16.79	£2.80	Stationery
01-03-2018	Viking Direct	EP	£68.44	£11.41	Stationery

£4,193.72 £172.95

PROPOSED Cllr Billingsley SECONDED Cllr Stafford Northcote

Cllr Billingsley and Cllr Dunn agreed to sign the cheques/authorise the online payments.

- c. The Bank Statements and Reconciliation were noted.
- d. **RESOLVED** to consider and agree transfers to/from Reserve Accounts via correspondence.

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NB: The Clerk emailed Cllrs on 9th March the details of the proposed reserve carry forward (see appendix 1) which were unanimously agreed by all those who responded.

37/18 The CORRESPONDENCE received in February was noted.

CORRESPONDENT	SUBJECT
Broxap	Litter bins
Marmax recycled products	Leisure brochure 2018
My Village Voice	Feb/March 2018
Contact	March 2018
Clerks & Councils Direct	March 2018 Issue 116
Big Dug	Issue 162
Glasdon	Focus on Local Councils brochures
Hags	Inclusive Playground Solutions

38/18 THE NEXT STEPS FOR THE JPF.

RESOLVED to suspend Standing Order 1.3 and to exclude members of the press and public from the meeting due to Legal Confidential nature of the matter being considered.

39/18 DATE OF NEXT MEETING to be 5th April 2018.

Meeting closed at 9;29pm

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RESERVES TO CARRY FORWARD

Appendix 1

Amount b/f from 2016/17 (£)	Description	Amount spent during 2017/18 (£)	New amount to be added in 2017/18 (£)	Proposed c/f to 2018/19 (£)	Comments
1,000.00	Road Safety Reserve			1,000.00	To support actions that will come out of the work being undertaken by the community Speed Watch.
5,000.00	Biodiversity Enhancement Reserve			5,000.00	Work is in progress to develop the biodiversity policy based on reports received from Staffs Wildlife Trust.
6,000.00	Footpath Capital Reserve			6,000.00	To repair Rights of Way footpaths.
30,000.00	Changing Room Block Reserve	10,000.00		20,000.00	To upgrade the changing rooms.
0.00	Toilet Block Reserve		10,000.00	10,000.00	
0.00	Notice boards Reserve		5,000.00	5,000.00	
0.00	Surgery Path Reserve		5,000.00	5,000.00	
0.00	War Memorial Reserve		4,750.00	4,750.00	
0.00	Mill Lane Bridge Restr Reserve		5,000.00	5,000.00	
0.00	Mill Lane Hedge/Pavement Reserve		15,000.00	15,000.00	
0.00	Burial Ground Reserve		10,000.00	10,000.00	
5,000.00	Parish Office Reserve		2,500.00	7,500.00	A building and electrical survey undertaken during the year and a plan of action is being drawn up.

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201.00	ENA December		201.00	These funds do
381.00	EM Reserve		381.00	
	Memorial Garden			not belong to
	Fund			the Parish
				Council. They
				are merely held
				on behalf of the
				Memorial
				Garden Fund.
800.00	EM Reserve		800.00	Contingency
	Allotment			/reserve funds
				for allotments.
44,263.00	Play Equip Repair		44,263.00	To repair and
	/Replace			replace play
				equipment at
				the Jubilee
				Playing Fields.
				The council is
				also looking to
				take on a new
				open space
				from the
				District Council
				and provide
				new play
				equipment.
3,800.05	Election Fund	3,500.00	7,300.05	To pay for
				elections to the
				Parish Council.

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