

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

## **COLWICH PARISH COUNCIL**

**MINUTES OF THE FULL COUNCIL MEETING HELD ON 5<sup>TH</sup> APRIL 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 (Chair); Cllr Dunn (Vice Chair); Cllr Clendon; Cllr Featonby; Cllr Fletcher; Cllr Gibson; Cllr Lyall; Cllr Mosley and Cllr Sarjant.

**IN ATTENDANCE:** Michael Lennon (Parish Clerk).

**PUBLIC PARTICIPATION:** one member of the public was present (see 47/28 below). The Canal and River Trust representative was unable to attend the meeting.

### **MINUTES**

**40/18** The Chairman led the Council in **PRAYERS**.

**41/18** **APOLOGIES FOR ABSENCE** were received from Cllr Billingsley; Cllr Birt (Dispensation); Cllr Stafford Northcote; Cllr Wells; Cllr Perkins (SBC) and Cllr Francis (SCC).

**APOLOGIES FOR EARLY DEPARTURE** were received from Cllr Clendon and Cllr Lyall.

**RESOLVED** to accept the apologies.

**PROPOSED** Cllr Cooper **SECONDED** Cllr Clendon.

**42/18** There were no **DECLARATIONS OF INTEREST**.

**43/18** **A WRITTEN REQUESTS FOR DISPENSATION UNDER THE LOCALISM ACT 2011** was received from Cllr Stafford Northcote for a period of up to 13 months.

**RESOLVED** to agree the request and for the Clerk to sign the Dispensation.

**PROPOSED** Cllr Cooper **SECONDED** Cllr Featonby.

**44/18** **MINUTES OF THE FULL COUNCIL MEETING HELD ON 1<sup>ST</sup> MARCH 2018.**

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

**PROPOSED** Cllr Fletcher **SECONDED** Cllr Lyall.

**45/18** **BOROUGH COUNCIL UPDATE** – an apology was received from Cllr Perkins (See 41/18 above).

**46/18** **COUNTY COUNCIL UPDATE** – an apology was received from Cllr Francis (see 41/18 above).

**47/18** **TO CO-OPT A NEW MEMBER FOR GREAT HAYWOOD.**

The Chairman invited Annette Bloor to make a short presentation to the Council. Following questions from Cllrs a vote of those present was taken:

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Result of voting:

Annette Bloor was co-opted onto the Council by 8 votes for, 1 vote against and no abstentions.

Cllr Bloor signed her Acceptance of Office and took her place at the Council table.

**48/18 THE HS2 ADDITIONAL PROVISION TABLED IN PARLIAMENT ON 23<sup>RD</sup> MARCH 2018.**

**RESOLVED** that the Clerk writes to the HS2 Project manager at Staffordshire County Council requesting that they amend their original petition to include:

That the temporary roundabout at the realigned Tolldish Lane be reinstated as it appears to have been removed in the latest plans.

Request a permanent roundabout be installed at the junction of Main Road and the A51.

Details to be provided by HS2 Ltd as to how they propose to manage traffic within the proposed compound north of Great Haywood, to include access and egress from the compound as well as movement within the compound, so as to alleviate congestion for users of the A51 and residents of Great Haywood.

HS2 Ltd need to provide clearer plans on the www.gov.uk website.

Oppose the use of Coley Lane as this does not link to the A51 and so would involve construction traffic entering the heart of the village along unsuitable narrow country lanes.

Clarification needs to be provided from HS2 Ltd on the use of the 'Canalside' access route.

**PROPOSED** Cllr Mosley

**SECONDED** Cllr Cooper.

**49/18 THE COUNCIL'S RISK ASSESSMENT.**

**RESOLVED** to defer consideration to the 3<sup>rd</sup> May meeting.

**50/18 HIXON PARISH COUNCIL'S CAMPAIGN TO REDUCE THE SPEED OF THE A51 TO 40MPH FROM WESTON TO GREAT HAYWOOD.**

**RESOLVED** that the Clerk writes to Richard Rayson (Community Infrastructure liaison manager, SCC), copied to Cllr Francis and Hixon Parish Council, requesting that a road safety audit be undertaken along the A51 between Weston and Wolseley Bridge including the proposed junction onto little Tixall Lane.

**PROPOSED** Cllr Cooper

**SECONDED** Cllr Lyall.

**51/18 THE CLOTHES RECYCLING SCHEME.**

**RESOLVED** that Cllr Clendon confirms with recipients of awards that the scheme is independent of the Council.

**52/18 THE "CHAIRMAN'S AWARD" IN RECOGNITION OF AN OUTSTANDING CONTRIBUTION TO THE PARISH OF COLWICH.**

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**RESOLVED** that the award criteria be the same as for the Citizen of the Year award without the restriction prohibiting Cllrs and their families from receiving the award (see item 13/18).

**RESOLVED** that the decision to consider an award must be proposed by the Chairman and seconded by a Councillor within a meeting of the Full Council.

**PROPOSED** Cllr Lyall

**SECONDED** Cllr Featonby.

**RESOLVED** to suspend Standing Order 1.3 and to exclude members of the press and public so as to discuss possible nominees for the award.

**PROPOSED** Cllr Cooper

**SECONDED** Cllr Mosley.

**RESOLVED** to make an award at the Parish Meeting on 21<sup>st</sup> May 2018.

**PROPOSED** Cllr Cooper

**SECONDED** Cllr Clendon.

**RESOLVED** to reinstate Standing Order 1.3 and to readmit members of the press and public.

**PROPOSED** Cllr Cooper

**SECONDED** Cllr Mosley.

Cllr Lyall left the meeting.

**53/18 THE UPDATES ON COMMITTEES** were noted.

**54/18 FINANCE AND ADMINISTRATION.**

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

Date	Payee Name		Amount	VAT	Details
02-03-2018	Salaries, PAYE, NI, Pensions	EP	£23.37		
07-03-2018	HMRC	EP	£1,988.83		Underpayment NI 14/15
07-03-2018	HMRC	EP	£2,002.44		Underpayment NI 15/16
09-03-2018	SLCC	EP	£197.00		Annual subs
09-03-2018	SLCC	EP	£283.00		Annual subs
09-03-2018	Fisher Future Heat UK Ltd	EP	£1,443.00	£240.50	Deposit for radiators
15-03-2018	EDF	DD	£95.00		Electricity – Office
19-03-2018	Scottish Power	DD	£51.00		Electricity – JPF
22-03-2018	Lloyds Bank Multipay Card		£164.48		
22-03-2018	BT		£114.79	£19.13	
22-03-2018	Allstar Business Solutions	DD	£91.71	£15.28	Diesel for van
22-03-2018	Stafford BC	EP	£961.85		Charge for bi-election
28-03-2018	Salaries, PAYE, NI, Pensions	EP	£3,890.00		
			<b>£11,306.47</b>	<b>£274.91</b>	

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**RESOLVED** to agree and sign/authorise the cheque/online payments.

**PROPOSED** Cllr Cooper

**SECONDED** Cllr Sarjant.

Cllr Billingsley and Cllr Dunn agreed to sign/authorise the payments by attending the office on Monday 9<sup>th</sup> April 2018.

Date	Payee Name		Amount	VAT	Details
29-03.2018	SLCC	EP	£36.00	£6.00	GDPR Webinar
29-03.2018	Salaries, PAYE, NI, Pensions	EP	£2,690.03		
29-03.2018	Anthony Egan	EP	£75.60		Travel Expenses 17/18
29-03.2018	Benhill Press	EP	£333.00		Spring Newsletter
29-03.2018	Open Spaces Society	EP	£45.00		Subs
30-03-2018	GHHM	EP	£9.00		Table hire – Craft Show
30-03-2018	Michael Lennon	EP	£60.30		Travel Expenses 17/18
31-03-2018	Unity Trust Bank		£28.50		Service charge
05-04-2018	Downings Recycling Ltd	301274	£48.00	£8.00	Annual Duty of Care
05-04-2018	Salaries, PAYE, NI, Pensions	301273	£1,596.10		
05-04-2018	Cash	310275	£50.00		Petty cash
			<b>£4,971.53</b>	<b>£14.00</b>	

c. The Chairman signed the Bank Statements.  
The Reconciliation was noted

d. **RESOLVED** to agree the correspondence agreement to transfers to/from Reserve Accounts as detailed in Appendix 1 to the 1<sup>st</sup> March 2018 minutes.

**PROPOSED** Cllr Cooper

**SECONDED** Cllr Sarjant.

**55/18** The **CORRESPONDENCE** received in March was noted.

CORRESPONDENT	SUBJECT
Polycote	Issue 87 catalogue
Fire Industry Manufacturers Expo	Invitation to 25 April 2018 event
Downings recycling ltd	Annual Duty of care Waste Transfer Note
SBC	Corporate Business Plan 2018-2021
	Members Digest 240
	Planning Appeal – Land at Crossheads
	Planning – Withdrawal 18/27960/FUL
	Civic Amenity Visits 2018/19
LITE Limited	Festive Lighting 2017-2018
CONTACT	April 2018 edition
Trent Grounds Maintenance	Copies Insurance certificates.

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The Clerk reminded Council that the NPPF and Ethical Standards consultations, available in the members section, would be considered at the May Full Council meeting.

**56/18 THE NEXT STEPS FOR THE JPF.**

**RESOLVED** to suspend Standing Order 1.3 and to exclude members of the press and public due to the legal confidentiality of the matters to be discussed.

**PROPOSED** Cllr Cooper

**SECONDED** Cllr Gibson.

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

**PROPOSED** Cllr Cooper

**SECONDED** Cllr Fletcher.

Cllr Clendon left the meeting.

**RESOLVED** that the Clerk writes to the Council's Solicitor.

**PROPOSED** Cllr Cooper

**SECONDED** Cllr Dunn.

**57/18 DATE OF NEXT MEETING:**

Annual meeting of the Council 7:30pm 3<sup>rd</sup> May 2018

May Full Council meeting 8:15pm 3<sup>rd</sup> May 2018

Meeting closed at 10:26pm.

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