### **COLWICH PARISH COUNCIL**

# MINUTES OF THE FULL COUNCIL MEETING HELD ON 7<sup>TH</sup> JUNE 2018 AT THE PARISH CENTRE, ST. MARY'S ROAD, LITTLE HAYWOOD, COMMENCING AT 7:30PM.

**PRESENT** (For all or part of the meeting): Cllr Billingsley (Chair); Cllr Birt; Cllr Bloor; Cllr Cooper; Cllr Fletcher; Cllr Gibson; Cllr Mosley; Cllr Sarjant; Cllr Stafford Northcote and Cllr Wells.

IN ATTENDANCE: Anthony Egan (Deputy Clerk); Cllr Perkins (SBC); Cllr Francis (SCC).

PUBLIC PARTICIPATION: one member of the public was present.

Agenda item

Item

#### MINUTES

Ref	8					
Nei 92/18	Cllr Cooper led the Council in <b>PRAYE</b>	PS				
	-					
93/18	APOLOGIES for absence were received from Cllr Clendon (will be arriving late); Cllr Dunn; Cllr					
	Featonby and Cllr Lyall (Dispensation).					
	<b>RESOLVED</b> to accept the apologies.					
	PROPOSED Cllr Billingsley	SECONDED Cllr Cooper.				
94/18	DECLARATIONS OF INTEREST.					
	Cllr Bloor DECLARED AN INTERES	ST in item 102/18.				
95/18	There were no <b>WRITTEN REQUEST</b> ACT 2011.	'S FOR DISPENSATIONS UNDER THE LOCALISM				
96/18	THE MINUTES OF THE ANNUAL	MEETING HELD ON 3 <sup>RD</sup> MAY 2018.				
	<b>RESOLVED</b> to agree and sign the min	utes as a true and accurate record.				
	PROPOSED Cllr Billingsley	SECONDED Cllr Fletcher.				
97/18		UNCIL MEETING HELD ON 3 <sup>RD</sup> MAY 2018. D" was amended to "FUNDING REQUEST"				
	<b>RESOLVED</b> to agree and sign the min	utes as a true and accurate record.				
	PROPOSED Cllr Cooper	SECONDED Cllr Fletcher.				
98/18	The CHAIRMAN'S REPORT was no	ted.				
	The Chairman reported that:					
	• The appeal made by the Lock H	louse owners against a refusal to grant planning permission				

- has been dismissed
- A letter had been received from a resident asking for the views of residents to be taken into account if football is to be played on the JPF in future.

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

DATE.....

- Talks are being sought with the Content Management Committee to request control of Public Open Space (excluding the SUDS) is passed to the council.
- Letter has been sent to resident regarding the footpath.

#### 99/18 BOROUGH COUNCILLORS UPDATE.

Cllr Perkins reported that the planning application by Lovell to the Stafford Borough Council for permission to build one footing before works begin on the exit road to the A51 has been agreed.

#### 100/18 COUNTY COUNCILLORS UPDATE.

Cllr Francis reported that:

- The bollards at the chicane on Main Road, Great Haywood, are to be replaced
- The speed limit on the A51 between the 50 mph limit at Hixon to the bridge carrying Little Tixall Lane was to be reduced to 40 mph.
- He has spoken to Highways who have now undertaken initial work to fill in potholes on Little Tixall Lane and that Highways were looking into remedial work to repair the remaining damage that has been reported.

#### 101/18 COUNCIL RESPONSE TO THE "POWERS FOR DEALING WITH UNAUTHORISED DEVELOPMENT AND ENCAMPMENTS" CONSULTATION. (Deferred from 3<sup>rd</sup> May 2018 meeting).

No responses were forthcoming at the meeting.

However, it was **RESOLVED** that Councillors should send any responses they may have to the Clerk by email before the deadline date for responses.

PROPOSED Cllr Billingsley SECONDED Cllr Cooper.

# 102/18 COUNCIL POSITION ON THE FUNDING REQUESTED FROM THE TWINNING ASSOCIATION.

Cllr Bloor reported that 3 young people have so far paid a deposit for the trip to Rimbach later in the year and applications have been received from a further 3 people. The cost for each person is  $\pm 350$  and the young people are being asked to raise funds towards the cost.

It was **RESOLVED** that the Council will match fund any amount raised by a young person up to £50 per person.

PROPOSED Cllr Fletcher SECONDED Cllr Mosley.

# 103/18 THE RECOMMENDATIONS FROM THE FINANCE COMMITTEE MEETING HELD ON 31<sup>ST</sup> MAY 2018.

**RESOLVED** to agree the recommendations from the Finance Committee.

PROPOSED Cllr Billingsley SECONDED Cllr Stafford Northcote.

#### 104/18 CHRISTMAS LIGHTS FOR 2018.

**RESOLVED** to start in a small way with one tree in Great Haywood and one tree outside the Parish Office in Little Haywood and that a working party be set up with the following members: Cllr Mosley; Cllr Stafford Northcote; Cllr Bloor; Cllr Sarjant; Cllr Cooper and Cllr Dunn.

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

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PROPOSED Cllr Cooper SECON

**SECONDED** Cllr Billingsley.

#### **105/18 LOCATIONS FOR ADDITIONAL DEFIBRILLATORS.**

Cllr Francis advised that he may have some funds still available to go towards this project. He will check and contact Cllr Billingsley to confirm. Possibilities for further locations were discussed.

**RESOLVED** to contact the Spa shop in Gt Haywood and the Community Hall in Dobree Close (SARS).

PROPOSED Cllr Billingsley SECONDED Cllr Stafford Northcote.

#### 106/18 THE PLASTIC FREE COLWICH CAMPAIGN.

**RESOLVED** to support the Plastic Free Colwich campaign and invite Sally Collins and Rob Horton to the Environment & Leisure committee meeting on 21<sup>st</sup> June.

PROPOSED Cllr Cooper SECONDED Cllr Sarjant.

## 107/18 PROVISION OF PUBLIC NOTICEBOARDS FOR USE BY RECOGNISED COMMUNITY GROUPS TO ADVERTISE THEIR ACTIVITIES/EVENTS.

**RESOLVED** to defer this item to the next Communication Committee meeting.

PROPOSED Cllr Billingsley SECONDED Cllr Sarjant.

(8:45pm Cllr Birt left the meeting)

### **108/18** THE OFFICE OPENING HOURS.

**RESOLVED** to open the office for two days a week from 10:00hrs to 15:00hrs; two days a week from 13:00hrs to 15:00hrs; and closed all day Friday to allow paperwork from the previous evening's meeting to be completed. A flyer is to be included with the next Newsletter advising of office opening hours and providing details of Councillor surgeries.

PROPOSED Cllr Billingsley SECONDED Cllr Cooper.

#### **109/18 THE SUMMER NEWSLETTER.**

After making minor amendments to the draft Newsletter it was **RESOLVED** to increase the Newsletter to 6 pages in future, to include an article from Sarah McCreadie about the Surgery and to send the Newsletter to Benhill Press for printing.

PROPOSED Cllr Billingsley SECONDED Cllr Sarjant..

**110/18 UPDATES ON COMMITTEES** were noted.

#### 111/18 FINANCE AND ADMINISTRATION.

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DATE.....

a. The payments made by Standing Order and Direct Debit and cheques issued during May 2018 were noted. Cllr Billingsley declared an interest in the invoice for ACB Motor Services and took no part in agreement of the payment or signing the cheque.

Date	Payee Name	Ref	£Gross	£VAT	£Net	Transaction
04-05-2018	Stackhouse Poland Ltd	EP	£716.80		£716.80	Van
10-05-2018	Lloyds Bank Multipay Card	DD	£183.33		£183.33	Card Repayment Parish Office
15-05-2018	EDF Energy	DD	£95.00		£95.00	electricity
16-05-2018	BT Telephone/Broadband	DD	£93.96	£15.66	£78.30	May 2018
18-05-2018	Scottish Power	DD	£51.00		£51.00	JPF electricity
25-05-2018	Fischer Future Heat UK Ltd Allstar Business Solutions	EP	£1,443.00	£240.50	£1,202.50	Storage heaters
29-05-2018	Ltd	EP	£86.40	£14.40	£72.00	Diesel
29-05-2018	Salaries, PAYE, Ni, Pensions	SO	£3,890.00		£3,890.00	
						Van Road Fund
01-06-2018	DVLA	DD	£12.25		£12.25	Tax
		Totals	£6,571.74	£270.56	£6,301.18	

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

**PROPOSED** Cllr Billingsley**SECONDED** Cllr Cooper.Cllr Billingsley, Cllr Wells and Cllr to sign/authorise the payments.

Date	Payee Name	Reference	£Gross	£VAT	£Net	Transaction
06-06-2018	ACB Motor Services	301278	£52.00	£2.00	£50.00	Van MOT
	Graham Lowndes Hedge					Hedge
06-06-2018	Cutting	301279	£519.00	£86.50	£432.50	cutting
06-06-2018	Salaries, PAYE, Ni, Pensions	301280	£1,427.29		£1,427.29	
						Leadership in
06-06-2018	SLCC	EP	£441.00	£56.00	£385.00	Action Conf
						Access
06-06-2018	Stafford Borough Council	EP	£3.00		£3.00	Licence
06-06-2018	Konica Minolta	EP	£104.09	£17.35	£86.74	Photocopying
						Photocopier
06-06-2018	Konica Minolta	EP	£99.97	£16.66	£83.31	rental
06-06-2018	Plugman	EP	£75.00		£75.00	PAT Testing
						JPF bin
06-06-2018	Downings Recycling Ltd	EP	£33.00	£5.50	£27.50	emptying
06.06.0010	Great Haywood Memorial					Parish
06-06-2018	Hall	EP	£32.00		£32.00	Assembly
06-06-2018	<b>RBS</b> Software Solutions	EP	£150.00	£25.00	£125.00	Data Backup
06-06-2018	Salaries, PAYE, Ni, Pensions	EP	£1,339.99		£1,339.99	
06-06-2018	Salaries, PAYE, Ni, Pensions	EP	£69.09		£302.72	
						Unpresented
						Chq
07-06-2018	D Barnish	301229	-£250.00		-£250.00	cancelled

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Totals £4,095.43 £209.01 £4,120.05

- **c.** The Bank Statements and Reconciliation were noted.
- **112/18** The **CORRESPONDENCE** received in May was noted.

CORRESPONDENT	SUBJECT			
Clerks & Councils Direct	Issue 117			
Polycote	Issue 88			
Open Spaces Society	"Please help us to realise a 50-year-old			
	vision"			
Seafarers UK	Merchant Navy Day, 3 <sup>rd</sup> September			
Glasdon	Focus on Local Councils			
Glasdoll	Village Gateways			
<b>RBS</b> Rialtas Business Solutions	Customer Connection Newsletter			
TV Licensing	'No Licence Needed' status			

#### 113/18 TO CONSIDER AND AGREE THE NEXT STEPS FOR THE JPF.

This item was deferred the next Full Council meeting.

### 114/18 DATE OF NEXT MEETING: $5^{\text{TH}}$ JULY 2018.

Meeting closed at 9:44pm.