

## COLWICH PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING HELD ON 5<sup>TH</sup> JULY 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 Dunn (Vice Chair); Cllr Bloor; Cllr Clendon; Cllr Featonby; Cllr Fletcher; Cllr Gibson; Cllr Lyall; Cllr Moseley; Cllr Sarjant and Cllr Wells.

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

**CLLR BIRT'S FAMILY IN ATTENDANCE:** Catherine Birt and Jenny Maddock.

### MINUTES

**115/18** Revd Mr Lennon read a short Homily for Cllr Barrie Birt RIP which was followed by a minute's silence.

Cath Birt thanked the Council before leaving the meeting with Jenny Maddock.

**116/18** **APOLOGIES** were received from Cllr Cooper; Cllr Stafford Northcote and Cllr Francis (SCC).

**RESOLVED** to accept the apologies.

**PROPOSED** Cllr Billingsley                      **SECONDED** Cllr Wells.

**117/18** There were no **DECLARATIONS OF INTEREST**.

**118/18** There were no **WRITTEN REQUESTS FOR DISPENSATIONS UNDER THE LOCALISM ACT 2011**.

**119/18** **THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 7<sup>TH</sup> JUNE 2018.**

99/18 "...dwelling..." should read "...footing..."

**RESOLVED** that with the above amendment the minutes be agreed and signed as a true and accurate record.

**PROPOSED** Cllr Billingsley                      **SECONDED** Cllr Wells.

**120/18** **CHAIRMAN'S REPORT**

- We receive a number of requests for flag days but that the Council does not own a flagpole. To consider over the summer recess.
- The Youth Council has asked for volunteers to assist them at the Flower and Veg Show on 9<sup>th</sup> September.
- Is it cost effective to print all meeting papers? The Clerk was asked to produce a paper comparing hard copies of meeting papers versus electronic only for the September meeting.
- The Section 106 monies for the toilet block are confirmed. The Clerk to liaise with contractors to provide SBC with up to date quotes.
- The new permanent Speedwatch signs have been approved.

- A consultation has been received from Lovell Partnership proposing that Little Tixall Lane be converted into a bridle path between 54 Little Tixall Lane and the entrance to the new estate. Following a short discussion it was agreed to call a Planning Meeting of the entire Council to arrive at a formal response.

**121/18 BOROUGH COUNCIL UPDATE.**

No Borough Councillors were in attendance.

**122/18 COUNTY COUNCIL UPDATE.**

See 116/18 above.

- Cllr Francis sent a message confirming that the A51 speed reduction proposal is for a 40mph zone for 400 metres either side of Tolldish Lane. Should the Council wish to extend this then it would need to find additional funds of £8,000 - £10,000.
- The Mill Lane proposal has been drawn up but is awaiting clearance from Network Rail.
- Cllr Francis's email to be added to the Planning Meeting.

**123/18 TO MAKE A DONATION, IN MEMORY OF CLLR BARRIE BIRT RIP, TO A LOCAL CHARITY.**

**RESOLVED** to make a donation of £1,000 to St Giles Hospice and £1,000 to a local group helping young people through sport. The Clerk to liaise with the Birt family.

**PROPOSED** Cllr Lyall

**SECONDED** Cllr Billingsley.

**124/18 REVISED 2018/19 COMMITTEE MEMBERSHIP**

<p><b><u>Planning</u></b> (8 Members)</p> <p>Cllr Billingsley Cllr Cooper Cllr Bloor Cllr Featonby Cllr Fletcher Cllr Sarjant Cllr Stafford Northcote Cllr Wells</p>	<p><b><u>Policy</u></b> (6 members)</p> <p>Cllr Billingsley Cllr Clendon Cllr Dunn Cllr Fletcher Cllr Stafford Northcote</p>
<p><b><u>Environment &amp; Leisure</u></b> (8 Members)</p> <p>Cllr Billingsley Cllr Clendon Cllr Cooper Cllr Dunn Cllr Featonby Cllr Gibson Cllr Lyall Cllr Sarjant</p>	<p><b><u>Communications</u></b> (7 members)</p> <p>Cllr Billingsley Cllr Bloor Cllr Cooper Cllr Gibson Cllr Sarjant Cllr Stafford Northcote Cllr Wells</p>
<p><b><u>Finance</u></b> (6 members)</p> <p>Cllr Billingsley Cllr Clendon Cllr Dunn Cllr Fletcher Cllr Sarjant Cllr Stafford Northcote</p>	<p><b><u>Employment</u></b> (6 members)</p> <p>Cllr Billingsley Cllr Dunn Cllr Featonby Cllr Fletcher Cllr Sarjant Cllr Wells</p>

**125/18 REVISED 2018/19 COUNCIL REPRESENTATION ON OUTSIDE BODIES:**

Great Haywood Memorial Hall Committee	Cllr Bloor; Cllr Sarjant
Colwich & Haywoods Community Association	Cllr Billingsley
Colwich & Haywoods Twinning Association	Cllrs Cooper (GH) Stafford Northcote (LH)
Colwich & Little Haywood Village Hall Committee	Cllr Stafford Northcote
Colwich & Haywoods Voluntary Transport Scheme	Cllr Clendon; Cllr Sarjant
Colwich Parochial Charities	Cllrs Clendon (GH) Stafford Northcote (LH)
AONB	Cllr Clendon; Cllr Featonby
World War I Action Group.	Cllr Cooper Cllr Stafford Northcote
Finance (Petty Cash/Bank Reconciliations etc.)	Cllr Clendon
Colwich Allotment Association	Cllr Gibson; Cllr Lyall; Cllr Sarjant
Recycling Scheme	Cllr Clendon; Cllr Lyall
Staffordshire Wildlife Trust	Cllr Featonby

**126/18 RECOMMENDATIONS FROM THE ENVIRONMENT & LEISURE COMMITTEE MEETING HELD ON 21<sup>ST</sup> JUNE 2018.**

- a. **RESOLVED** to inaugurate an “Annual Sustainability Award” to recognise what businesses are doing to reduce their use of plastic, with the first award being presented at the Annual Parish Meeting on 23<sup>rd</sup> May 2019

**PROPOSED** Cllr Billingsley      **SECONDED** Cllr Featonby

- b. **RESOLVED** to fund the “Plastic Free Colwich” leaflet to be included in the autumn newsletter.

**PROPOSED** Cllr Billingsley      **SECONDED** Cllr Lyall.

**127/18 ADDITIONAL CCTV CAMERAS AT THE JPF.**

**RESOLVED** to install a camera facing towards the front of the JPF building and to extend the metal fencing along the rear of the building to assist in curtailing vandalism.

**PROPOSED** Cllr Billingsley      **SECONDED** Cllr Mosley.

**128/18 TOURIST INFORMATION BOARDS.**

**RESOLVED** to refer consideration to the E&L Committee.

**129/18 THE UPDATES ON COMMITTEES** were noted.

**130/18 FINANCE AND ADMINISTRATION.**

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

Date	Payee Name	Ref	£Gross	£VAT	£Net	Transaction
12-06-2018	Lloyds Bank Multipay Card	DD	£670.94		£670.94	Card repayment
15-06-2018	EDF	DD	£95.00		£95.00	Office electricity
15-06-2018	NALC	EP	£17.00		£17.00	LCR Subs
18-06-2018	Scottish Power	DD	£51.00		£51.00	JPF Electricity
27-06-2018	Water Plus	DD	£15.84		£15.84	Water charges
28-06-2018	Public Sector Deposit Fund	EP	£100,000		£100,000	CCLA Deposit
28-06-2018	Salaries, PAYE, NI, Pensions	SO	£3,890.00		£3,890.00	
30-06-2018	Unity Trust Bank	DD	£28.80		£28.80	Bank charges
02-07-2018	DVLA	DD	£12.25		£12.25	Road Fund Tax
03-07-2018	BT	DD	£118.36	£19.72	£98.64	
<b>Totals</b>			<b>£104,899.19</b>	<b>£19.72</b>	<b>£104,879.47</b>	

- b. RESOLVED to agree and sign/authorise the July cheques/online payments.

PROPOSED Cllr Billingsley      SECONDED Cllr Lyall  
Cllr Billingsley and Cllr Dunn agreed sign/authorise the payments.

Date	Payee Name	Ref	£Gross	£VAT	£Net	Transaction
05-07-2018	Salaries, PAYE, NI, Pensions		£2,853.58		£2,853.58	
05-07-2018	Viking Direct	EP	£59.92	£9.99	£49.93	Stationery
<b>Totals</b>			<b>£2,913.50</b>	<b>£9.99</b>	<b>£2,903.51</b>	

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

**131/18 The CORRESPONDENCE received in June was noted.**

CORRESPONDENT	SUBJECT
SBC	Members' Digest 243
	Draft Statement of Community Involvement consultation
Police & Crime Commissioner	Space 2018
HS2 Ltd	Additional land required
Contact	July & August 2018
Open Spaces Society	Annual Report & Accounts 2017

**132/18 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 the legal confidentiality of matters to be discussed.

**PROPOSED** Cllr Billingsley      **SECONDED** Cllr Dunn.

**133/18 DATE OF NEXT MEETING to be 6<sup>th</sup> September 2018.**  
Meeting closed at 10:00pm.