



COLWICH PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON 7TH NOVEMBER 2019 AT THE PARISH CENTRE, ST. MARY'S ROAD, LITTLE HAYWOOD, COMMENCING AT 7:30PM.

PRESENT (For all or part of the meeting): Cllr Billingsley; Cllr Bloor; Cllr Dunn; Cllr Harris; Cllr Jackson; Cllr Rattray; Cllr Roberts; Cllr Scattergood; Cllr Upton-Loach; Cllr Walters; Cllr Wells and Cllr Whitfield.

IN ATTENDANCE: Revd Mr Michael Lennon (Parish Clerk) and Cllr McKeown (SBC).

PUBLIC PARTICIPATION: No members of the public were in attendance.

MINUTES

172/19 Revd Mr Lennon led the Council in **PRAYERS** reciting verses from "For the Fallen" by Laurence Binyon to mark Armistice Day.

173/19 **APOLOGIES** were received from Cllr Francis (SCC).

RESOLVED to accept the apology.

PROPOSED Cllr Billingsley **SECONDED** Cllr Whitfield.
On being put to the vote, the **RESOLUTION** carried unanimously.

174/19 There were no **DECLARATIONS OF INTEREST**.

175/19 There were no **WRITTEN REQUESTS FOR DISPENSATIONS UNDER THE LOCALISM ACT 2011**.

176/19 **MINUTES OF THE FULL COUNCIL MEETING ON 10TH OCTOBER 2019.**

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

PROPOSED Cllr Billingsley **SECONDED** Cllr Scattergood.
On being put to the vote, the **RESOLUTION** carried unanimously.

177/19 **BOROUGH COUNCIL**

Cllr McKeown confirmed that the Cabinet had met and agreed to introduce a £36 charge for emptying brown bins.

Seven projects had been put forward to HS2 including the canal towpath.

178/19 **COUNTY COUNCIL**

No report provided – see 173/19 above.

Cllr McKeown apologised and left the meeting as he had another meeting in Hixon.

179/19 THE RESOLUTION TRACKER.
AGREED to defer consideration to the December meeting.

180/19 THE VE DAY ANNIVERSARY IN 2020.

AGREED to defer consideration to the December meeting for Councillors to research how others in the parish propose to mark the anniversary.

181/19 CHARITY FOR 2020.

RESOLVED to agree to continue to support Little Laura.

PROPOSED Cllr Billingsley **SECONDED** Cllr Bloor.
On being put to the vote, the **RESOLUTION** carried unanimously.

182/19 THE COMMITTEE STRUCTURE FOR THE REMAINDER OF 2019/2020

<u>Planning</u> (8 Members) Cllr Billingsley Cllr Bloor Cllr Jackson Cllr Roberts Cllr Upton-Loach Cllr Walters Cllr Wells [C] Cllr Whitfield [VC]	<u>Policy</u> (6 members) Cllr Billingsley [C] Cllr Dunn Cllr Wells Cllr Whitfield [VC] Vacancy Vacancy
<u>Environment & Leisure</u> (8 Members) Cllr Bloor [C] Cllr Harris Cllr Jackson Cllr Rattray Cllr Roberts Cllr Scattergood Cllr Walters [VC] Cllr Whitfield	<u>Communications</u> (6 members) Cllr Billingsley Cllr Bloor [C] Cllr Dunn Cllr Rattray Cllr Roberts Cllr Wells [VC]
<u>Finance</u> (6 members) Cllr Billingsley [C] Cllr Dunn Cllr Harris Cllr Roberts [VC] Cllr Whitfield Vacancy	<u>Employment</u> (6 members) Cllr Billingsley [C] Cllr Harris Cllr Rattray Cllr Scattergood Cllr Wells Cllr Whitfield [VC]
<u>Events</u> (6 members) Cllr Billingsley Cllr Bloor [C] Cllr Jackson Cllr Upton-Loach	

Cllr Walters Cllr Wells [VC]	
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RESOLVED that Cllr Whitfield be elected the Vice Chairman for the Policy Committee.
PROPOSED Cllr Billingsley **SECONDED** Cllr Wells

On being put to the vote, the **RESOLUTION** was carried by all those Policy Committee members present and voting.

- a. The number of members per Committee
RESOLVED that the number of members per Committee be 6 except for Planning which will have 8 members (4 from each Ward) and Environment and Leisure which will have 8 members.

PROPOSED Cllr Billingsley **SECONDED** Cllr Scattergood.
On being put to the vote, the **RESOLUTION** carried unanimously.

- b. Members to the Committees.
RESOLVED that the membership of the Committees will be as per the table above.

PROPOSED Cllr Billingsley **SECONDED** Cllr Bloor.
On being put to the vote, the **RESOLUTION** carried unanimously.

Great Haywood Memorial Hall Committee	Cllr Bloor
Colwich & Haywoods Community Association	Cllr Rattray
Colwich & Haywoods Twinning Association	(GH) Cllr Dunn (LH) Cllr Bloor
Colwich & Little Haywood Village Hall Committee	Cllr Roberts
Colwich & Haywoods Voluntary Transport Scheme	Cllr Upton-Loach
Colwich Parochial Charities	(GH) Cllr Dunn (LH) Cllr Roberts
AONB	Vacancy
Colwich Allotment Association	Cllr Harris Cllr Whitfield
Staffordshire Wildlife Trust	Cllr Upton-Loach
Rural Parish Councils Group	Cllr Wells
Trent Valley Collaboration Group	Cllr Billingsley
Colwich In Bloom	Cllr Whitfield

RESOLVED that the representation outside Committees be as the table above.

PROPOSED Cllr Billingsley **SECONDED** Cllr Jackson
On being put to the vote, the **RESOLUTION** carried unanimously.

AGREED that Cllrs should respond as individuals and that the Clerk, in consultation with the Chairman, should respond on behalf of the Council.

184/19 TO CONSIDER AND AGREE A RESPONSE TO THE REDMOND REVIEW

The Council considered the Call for Evidence paper forwarded by SPCA.

RESOLVED that the answers be:

1. Is it reasonable to expect the residents to have a detailed knowledge of accounts and audit information? **No**
2. Does the external audit process cover the right things given the interests of the primary users of the accounts/is the scope of the opinions wide enough? **No**
3. Is the going concern opinion meaningful when assessing local authority resilience? **No**
4. Is the external auditor's value for money opinion very important? **No**
5. Are metrics important for regulators to use when assessing whether financial and vfm audits are delivered to an appropriate level of quality? **Yes**
6. Do external audit firms have enough understanding of the local authority regulatory framework to focus audit work on the right areas? **Yes**
7. Do audit firms allocate sufficient resources to deliver high quality and timely audits? **Yes**
8. Does the Code of Audit Practice provide enough guidance on how much work needs to be done to support the vfm opinion? **No**
9. Are there strong links between the external and internal audit on your council? **Yes**
10. In your view, should Public Interest Reports be used to highlight a lack of transparency? **Yes**
11. For smaller authorities, does the inspection and objection regime allow local residents to hold their council to account in an effective manner? **No**
12. Is Publishing of data for residents comprehensive enough? **Yes**
13. Should there be sharing of services and spending between councils with commonality? **Yes, smaller Councils are expected to undertake the same processes as larger Councils without the access to human/financial resources.**
14. Does your local council have proper check in opportunities for members and officers to agree / communicate their financial decisions? **Yes**
15. Do your councils feel that internal audit at the moment is sufficiently robust? **Yes for larger Councils but No for smaller Councils.**

PROPOSED Cllr Billingsley **SECONDED** Cllr Wells
On being put to the vote, the **RESOLUTION** carried unanimously.

185/19 FINANCE AND ADMINISTRATION.

- a. To note the payments made by Standing Order and Direct Debit and cheques issued since the last Full Council meeting.

Date	Payee Name	Ref	£ Gross	£ VAT	£ Net	Details
10/10/2019	*Lloyds Multipay Card	DD	316.30		316.30	Clear Multipay card
18/10/2019	Opus Energy (Corporate) Ltd	DD	158.08	7.53	150.55	Electricity October
28/10/2019	Allstar Business Solutions Ltd	DD	92.96	15.49	77.47	Fuel for van
28/10/2019	Salaries, PAYE, NI & Pensions		4602.00		4602.00	
29/10/2019	Vision ICT Limited	EP	709.20	118.20	591.00	Annual charge
29/10/2019	SLCC	EP	447.00	57.00	390.00	SLCC National Conf
29/10/2019	S Egan	EP	28.80		28.80	Travel Expenses
29/10/2019	ACB Motor Services	EP	144.00	24.00	120.00	Repair to van
29/10/2019	Salaries, PAYE, NI & Pensions	EP	1480.60		1480.60	
29/10/2019	Morrall Play Services Ltd	EP	179.40	29.90	149.50	Play Area Inspection
29/10/2019	Blachere Illumination UK Ltd	EP	742.80	123.80	619.00	Christmas Trees
Total			8901.14	375.92	8525.22	

***Lloyds Multipay card**

Date	Payee	Ref	£ Total	£ VAT	£ Net	Details
28/08/2019	Home Bargains	CARD	13.04	2.17	10.87	Toilet sundries
28/08/2019	Wickes Building Supplies	CARD	19.50	3.26	16.24	Broom & Gloves YC Event supplies & Sweets for Santa visit
05/09/2019	Booker Ltd	CARD	231.82	33.70	164.77	
06/09/2019	WH Smith	CARD	3.99		3.99	YC Event supplies
06/09/2019	Home Bargains	CARD	2.77	0.31	2.46	YC Event supplies
06/09/2019	Tipsters	CARD	6.65	1.11	5.54	YC Event supplies
06/09/2019	B&M Retail Ltd	CARD	1.99		1.99	YC Event supplies Travel to NEC
06/09/2019	Trainline.com	CARD	14.55		14.55	Conference
12/09/2019	Currys PC World	CARD	9.99		9.99	Laminating pouches
26/09/2019	Lloyds Multicard	CARD	12.00		12.00	Monthly charge
TOTAL			316.30	40.55	275.75	

- b. **RESOLVED** to agree and sign/authorise the cheque/online payments.
PROPOSED Cllr Billingsley **SECONDED** Cllr Whitfield.
On being put to the vote, the **RESOLUTION** carried unanimously.

Cllr Wells and Cllr Whitfield agreed to sign the cheques/authorise the online payment on behalf of the Council.

Date	Payee Name	Ref	£ Gross	£ VAT	£ Net	Details
	Salaries, PAYE, NI &					
25/10/2019	Pensions		1802.08		1802.08	
25/10/2019	PETTY CASH	301316	40.00		40.00	
06/11/2019	SLCC	EP	436.00	61.00	375.00	SLCC National Conf
06/11/2019	M Lennon	EP	236.25		236.25	T&S April - Nov 2019
06/11/2019	C2C Consulting	EP	216.00	36.00	180.00	Site visit footpath
06/11/2019	C2C Consulting	EP	720.00	120.00	600.00	Plans footpath
Total			3450.33	217.00	3233.33	

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

186/19 The **CORRESPONDENCE** received in October 2019 was noted.

CORRESPONDENT	SUBJECT
SBC	Members' Digest 260
Open Spaces Society	Autumn 2019 magazine
Contact	November 2019 edition
Local Council Review	Autumn 2019 magazine
Clerks and Councils Direct	November 2019 magazine
SPCA	Papers for AGM
Jeremy Lefroy	Thank you letter

187/19 There were no **UPDATES ON OUTSIDE BODIES**.

188/19 **DATE OF NEXT MEETING** to be 19th December 2019.

Cllr Harris gave his apologies for the December meeting.

Meeting closed at 9:21pm