



COLWICH PARISH COUNCIL

MINUTES OF THE FULL COUNCIL HELD ON 5TH MARCH 2020 AT THE PARISH CENTRE, ST. MARY'S ROAD, LITTLE HAYWOOD, COMMENCING AT 7:30PM.

PRESENT (for all or part of the meeting): Cllr Wells (Chairman); Cllr Bloor; Cllr Harris; Cllr Roberts; Cllr Scattergood; Cllr Spencer; Cllr Walters and Cllr Whitfield.

IN ATTENDANCE: Michael Lennon (Parish Clerk and RFO); Anthony Egan (Deputy Clerk and Finance Officer) and Cllr McKeown (SBC).

PUBLIC PARTICIPATION: Four members of the public were present.

The Chairman presented small grant awards to Colwich and Little Haywood Village Hall and the Great Haywood Under 5s. The Representatives of the Under 5s thanked the Council and left the meeting.

MINUTES

23/20 Revd Mr Lennon led the Council in **PRAYERS**.

24/20 **APOLOGIES** were received from Cllr Dunn; Cllr Jackson; Cllr Rattray and Cllr Upton-Loach (Dispensation). Cllr Brown (SBC) and Cllr Francis (SCC) also sent apologies.

RESOLVED to accept the Parish Councillor apologies and to note the Borough and County Councillor apologies.

PROPOSED Cllr _____ **SECONDED** Cllr _____
On being put to the vote, the Resolution carried unanimously.

25/20 There were no **DECLARATIONS OF INTEREST**.

26/20 There were no **WRITTEN REQUESTS FOR DISPENSATIONS UNDER THE LOCALISM ACT 2011**.

27/20 **THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 6TH FEBRUARY 2020.**

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

PROPOSED Cllr Bloor **SECONDED** Cllr Roberts.
On being put to the vote, the Resolution carried unanimously.

28/20 **BOROUGH COUNCILLOR'S UPDATE.**

Cllr McKeown talked about the Local Plan review and asked how he and Cllr Brown might be able to assist Colwich. Cllr McKeown noted that no decision had yet been made on how many additional dwellings are required in the Borough nor how these should be dispersed. Cllr McKeown noted that the Plan review mentions consideration of Garden Villages, including ones

at Weston and Hixon, and the Borough are keen on views as to whether this is the way forward and if so how many should be included and where should they be located.

29/20 There was no **COUNTY COUNCILLOR UPDATE** see 24/20 above.

30/20 THE RESOLUTION TRACKER.

The Clerk noted that he was unable to provide an update due to issues with his PC. A revised version will be emailed to Cllrs for information with consideration deferred until the April meeting.

31/20 AMENITY VISITS TO THE JUBILEE PLAYING FIELD IN 2020/21.

RESOLVED to commission a 2-hour visit every month, ideally on the same Saturday.

PROPOSED Cllr Harris **SECONDED** Cllr Walters

On being put to the vote, the Resolution carried unanimously.

32/20 THEO CLARKE MP.

RESOLVED to write a letter of congratulations to Theo Clarke MP and to invite her to a Full Council meeting and other parish events.

PROPOSED Cllr Whitfield **SECONDED** Cllr Spencer.

On being put to the vote, the Resolution carried unanimously.

33/20 THE DRAFT NEW STAFFORD BOROUGH LOCAL PLAN 2020-2040.

The Clerk talked to this item, which had previously been forwarded to Councillors, and went through the Strategic Housing and Employment Land Availability Assessment (SHELAA). The Clerk drew Councillors' attention to the impact on the parish of the proposed Garden Villages in Weston and especially Hixon which would see an increase in traffic along the A51 as well as through the village en-route to Stafford.

RESOLVED that the Clerk writes to Stafford Borough Council objecting to the parish sites within the SHELAA as well as the proposed Garden Villages in Hixon and Weston.

PROPOSED Cllr Harris **SECONDED** Cllr Whitfield.

On being put to the vote, the Resolution carried unanimously.

Cllr McKeown and one member of the public left the meeting.

34/20 THE STAFFORDSHIRE FIRE & RESCUE SERVICE SAFETY PLAN 2020-2024 CONSULTATION.

RESOLVED that Councillors forward comments to the Clerk who will collate these and draft a formal response from the Council.

PROPOSED Cllr Harris **SECONDED** Cllr Spencer.

On being put to the vote, the Resolution carried unanimously.

35/20 THE COMMITTEE MEMBERSHIP FOR THE REMAINDER OF 2019/2020.

There were no volunteers to fill the current vacancies.

36/20 THE PLANNED CLOSURE OF LITTLE TIXALL LANE FOR THE INSTALLATION OF THE NEW LINK ROAD TO THE A51.

RESOLVED that the Clerk writes to County Highways requesting the schedule of works and to ask their intention for Little Tixall Lane East post works.

PROPOSED Cllr Harris **SECONDED** Cllr Whitfield.
On being put to the vote, the Resolution carried unanimously.

Cllr Harris left the meeting.

37/20 THE DRAFT SPRING NEWSLETTER.

RESOLVED, that with a few minor typographical amendments, the draft Newsletter be agreed and sent to Benhill Press.

PROPOSED Cllr Roberts **SECONDED** Cllr Scattergood.
On being put to the vote, the resolution carried unanimously.

38/20 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
28/12/2019	Allstar Business Solutions Ltd	DD	85.29	14.21	71.08	Fuel for van
30/12/2019	Salaries, PAYE, NI & Pensions		4,602.00		4,602.00	
31/12/2019	BT	DD	147.63	24.6	123.03	December 2019
10/02/2020	Lloyds Bank Multipay Card*	Card	187.36	29.20	158.16	Repayment of Card
14/02/2020	Water Plus	DD	42.00		42.00	Water Plus
14/02/2020	Water Plus	DD	0.04		0.04	Water Plus
17/02/2020	BT	DD	115.08	19.18	95.90	Broadband
19/02/2020	Opus Energy (Corporate) Limited	DD	151.43	7.21	144.22	Electricity
19/02/2020	Opus Energy (Corporate) Limited	DD	56.60	2.70	53.90	Electricity
19/02/2020	SLCC	EP	288.40	38.90	249.50	Conference
19/02/2020	Staff Parish Councils Association	EP	552.00		552.00	SPCA Subscription
21/02/2020	Konica Minolta Business Solutions	EP	99.97	16.66	83.31	Rental
21/02/2020	Konica Minolta Business Solutions	EP	69.94	11.66	58.28	Copying 20.11.19 to

28/02/2020	Allstar Business Solutions Ltd	DD	93.29	15.55	77.74	Diesel for van
28/02/2020	Salaries, PAYE, NI & Pensions		4,602		4,602	
01/03/2020	Ash Waste Services	DD	83.17	13.86	69.31	Refuse collection
02/03/2020	DVLA	DD	12.25		12.25	Van Road Fund Tax
Totals			11,188.45	193.73	10,994.72	

***Lloyds Multi card**

Date	Payee Name	Ref	£Gross	£VAT	£Net	Details
10/01/2020	Home Bargains	CARD	15.65	2.61	13.04	Clening products
10/01/2020	Screwfix Direct Ltd	CARD	109.36	18.21	91.15	Stone Cutter Cutting tool & Goggles
13/01/2020	Screwfix Direct Ltd	CARD	25.97	4.32	21.65	
15/01/2020	Wilko	CARD	4.40	0.73	3.67	Cleaning products
24/01/2020	British Garden Centres	CARD	19.98	3.33	16.65	Pruning Saw x2
27/01/2020	Lloyds Bank Plc	CARD	12.00		12.00	Bank fee
Totals			187.36	29.20	158.16	

Cllr Harris returned to the meeting.

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

PROPOSED Cllr Walters

SECONDED Cllr Spencer

On being put to the vote, the resolution carried unanimously.

Date	Payee Name	REF	£ Gross	£ VAT	£ Net	Details
28/02/2020	Salaries, PAYE, NI and Pensions	301324	1802.08		1802.08	
28/02/2020	Colwich Little Haywood Village	301325	2160.00		2160.00	Small grant
28/02/2020	Great Haywood Under 5s	301327	500.00		500.00	Small grant
28/02/2020	Colwich Little Haywood Village	301328	1140.00		1140.00	Small grant
28/02/2020	SBC	EP	147.46		147.46	Uncontested election Great Haywood ward
28/02/2020	SBC	EP	157.55		157.55	Uncontested election Little Haywood ward
28/02/2020	Salaries, PAYE, NI and Pensions	EP	1480.8		1480.8	
28/02/2020	Staff Parish Councils Assoc	EP	20.00		20.00	Local Cllr Training
04/03/2020	Michael Lennon	EP	55.35		55.35	Travel Expenses 02/20
05/03/2020	S Egan	EP	20.70		20.70	Travel Expenses 02/20
Totals			7,483.94	0	7,483.94	

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

- d. There were no funds to vire within budget heads for 2019/20.
- e. **RESOLVED** to accept the Earmarked Reserves as detailed.

PROPOSED Cllr Roberts **SECONDED** Cllr Scattergood.
On being put to the vote, the Resolution carried unanimously.

39/20 **The CORRESPONDENCE** received in February 2020 was noted.

CORRESPONDENT	SUBJECT
Theo Clarke MP	HS2 letter
My Village Voice	Feb/Mar 2020
Clerks and Councils Direct	Issue 128
David Austin	Handbook of Roses 2020
LCR	Winter 2020

40/20 **UPDATES ON OUTSIDE BODIES.**

Cllr Roberts noted that he had attended the recent lunch at St Michael’s wher the issue of the lampstand outside the parish office was raised. He was also asked about the recent road monitoring survey that has been undertaken near the junction of Main Road and Crossheads.

Cllr Whitfield noted that Colwich Parish in Bloom (CPiB) will be entering Great Haywood in this year’s competition. CPiB has agreed a new constitution. There will be no private gardens competition this year.

Cllr Bloor noted that the Memorial Hall is well subscribed. They have acquired a new noticeboard for Hall notices only and wondered whether there was scope for a general noticeboard elsewhere in the village. The Hall will be erecting mirrors near the carpark entrance.

The Chairman noted that the meeting had been running for 2 hours and so should be adjourned in line with Standing Order 1.26

RESOLVED that the meeting continue for a further 30 minutes in line with Standing Order 1.27.

PROPOSED Cllr Whitfield **SECONDED** Cllr Walters.
On being put to the vote, the resolution carried unanimously.

Cllr Bloor noted the Hall’s concern over parking near to the entrance to the car park. The Clerk noted that causing an obstruction is a Police matter and suggested the Hall may wish to contact one of our PCSOs.

Cllr Whitfield noted that CPiB were very grateful for the account the Council had set up at Roseacre which is working well.

Cllr Bloor noted that the Twinning Association is in its 38th Year. The visit to Rimbach is planned for 26th – 31st October. However, they may struggle to take a youth group this year due to work commitments of the previous group leader.

41/20 **DATE OF NEXT MEETING** to be 2nd April 2020.

The meeting closed at 9:41pm.