

COLWICH PARISH ASSEMBLY

THE COLWICH PARISH ASSEMBLY, CALLED UNDER THE PART III OF THE LOCAL GOVERNMENT ACT 1972, WILL BE HELD ON MONDAY 21ST MAY 2018 AT GREAT HAYWOOD MEMORIAL HALL COMMENCING AT 7:00PM.

PRESENT: Cllr Billingsley (Parish Chairman) and Michael Lennon (Parish Clerk)

IN ATTENDANCE (For all or part of the meeting): Cllr Bloor; Cllr Birt; Cllr Cooper; Cllr Dunn; Cllr Featonby; Cllr Fletcher; Cllr Sarjant; Cllr Wells; Yth Cllr Billingsley and Yth Cllr Dunn.

RESIDENTS PRESENT: 40 residents and community groups were present.

MINUTES

Cllr Billingsley welcomed everyone to the Annual Parish Assembly with a special thank you to the groups who had taken up the offer to have a stand in the hall and to Cllr Cooper for leading the Council as Chairman from 2015 to 2018.

1. **APOLOGIES** were received from Cllr Stafford Northcote; Cllr Lyall; Cllr Gibson; Cllr Mosley; Cllr Birt; Cllr Perkins (SBC); Head Teacher Anson School and the Twinning Association.

PROPOSED Yth Cllr Dunn

SECONDED Cllr Cooper.

2. **MINUTES OF THE COLWICH PARISH ASSEMBLY HELD ON 22ND MAY 2017.**

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

PROPOSED Cllr Billingsley

SECONDED Cllr Fletcher.

3. There were no **MATTERS ARISING FROM THE MINUTES.**

4. **CHAIRMAN'S REPORT INCLUDING THE LAUNCH OF COLWICH PARISH COUNCIL'S ANNUAL REPORT TO 31ST MARCH 2018.**

Cllr Billingsley launched the Parish Council's 2017/18 Annual Report and noted:

The Parish Council had provided a grant to the Great Haywood Memorial Hall to extend the tarmacked area of the carpark. Discussion had taken place with the Hall; St John's school and the Surgery for the installing of a linked footpath from the carpark to the surgery.

The Parish Council's staffing costs have seen a sizeable increase mainly due to the appointment of two part time lengthsman which has been beneficial to the upkeep of the Parish. Approximately half of the staffing costs are salaries with the remainder covering statutory elements such as National Insurance and Pension contributions.

The Parish Council have allocated monies to future projects namely the surgery path, traffic calming on mill lane, new noticeboards, office maintenance and election funds.

The Council is working with Stafford Borough Council to access section 106 monies, to make improvements to the JPF, from the new housing developments in the parish. The Council would welcome ideas for which sports it should cater for at the JPF and residents were urged to speak to their local Councillor face to face rather than through Facebook.

The Councillor Surgery dates are in the noticeboards and on the website and will be included in the quarterly newsletter.

The Council's Internal Auditor attended the office in April and found no problems with the accounts. In his letter to the Council he wrote "Your Council is to be commended on the excellent quality of the financial and governance records and associated record keeping".

Finally, Cllr Billingsley launched the 2018/19 small grants programme which in 2018/19 has a priority of supporting those groups working with young people.

5. CHAIRMAN OF THE YOUTH COUNCIL.

Yth Cllr Billingsley (Chairman) and Yth Cllr Dunn addressed the Assembly to confirm that the membership of the Youth Council had doubled since its inception in 2016. Looking forward its aim in 2018/19 was to raise funds for two local charities through involvement with the Flower and Vegetable Show in September 2019 at the Colwich and Little Haywood Village Hall. The Youth Council is also looking at installing some new play equipment at the JPF aimed primarily at teenagers.

6. PUBLIC QUESTION TIME.

Why are the accounts shown as unaudited when we are told that the Internal Auditor has already checked them?

The Chairman and Clerk explained that the accounts have been checked by the independent Internal Auditor but that this was not the same as having the completed audit by External Auditor which will be concluded by September.

[Part 5 of the Accounts and Audit Regulations 2015 requires the RFO to have published, including on the authority's website or other website:

- Sections 1 and 2 of the Annual Governance and Accountability Return;
- A declaration that the status of the statement of accounts is 'unaudited';
- A statement that sets out details of how public rights can be exercised, as set out in Regulation 15(2)(b), which includes the period for the exercise of public rights; and
- A notice of the conclusion of the external auditor's limited assurance review of the Annual Governance and Accountability Return, together with relevant accompanying information, is published (including on the authority's website or other website) in accordance with the requirements of Regulation 16 the Accounts and Audit Regulations 2015.]

What progress has been made with moving the chicane on Main Road?

The Chairman confirmed that the proposal had now been cancelled and that the Council was working with Staffordshire Highways to have the bollards replaced.

Clarification as to when the accounts will be audited?

The Chairman and Clerk confirmed that this will be by September.

7. PRESENTATIONS.

National Trust

Representatives of the National Trust provided an update on the Shugborough estate.

- They have welcomed over 180,000 visitors;
- They now have 300 volunteers;

- Lots of work has been undertaken on drainage, roof & chimney repairs and renovating the lodges;
- The line of the 1833 path from the farm to the mansion has been surfaced;
- New interventions include Lady Lichfield's Rover, the children's play area and events such as Halloween, Christmas, and Easter.
- Habitat works have been undertaken both within the park and across the A513 on Cannock Chase.
- Encouraging people to explore the estate through the removal of fencing, installing park railings and improved walks;
- The Walled Garden project is progressing with the planting of fruit, vegetables, trees and flowers;
- Some Anti-Social Behaviour has been experienced and the National Trust would like to work with both the Parish Council and the Youth Council to look at ways of combatting this activity;
- Surveying the park and lands including the Cliffs and the Wall along Main Road;
- Conservation works continue including 8 paintings in the Dining Room and improvements to road surfaces;
- Attended the HS2 Select Committee and will be part of the group advising HS2 on enhancement works in the area especially the viaduct and green bridge in Ingestre.

The Chairman thanked the National Trust representatives.

Plastic Free Colwich

The representative of the project made the following points:

- Blue Planet II raised public awareness of the issue surrounding plastic, especially single use plastic.
- Plastic harms both sea life and land life including entering humans.
- 300 million tonnes of plastic are produced globally each year, half of which is single use plastic;
- 8 million tonnes of plastic enter the oceans each year which now contain hundreds of millions of tonnes of plastic;
- Aim of the project is to reduce and eventually eradicate single use plastic in the parish;
- The aim is to visit all businesses in the parish to undertake a plastic audit;
- There will be an item in the upcoming Newsletter with an insert providing additional information;
- Encourage everyone to consider using items such as reusable water bottle with a built in filter; reusable tea/coffee cup when you purchase a take away drink; say "No" to straws; use of metal, wood or bamboo cutlery for picnics and barbecues, longlife shopping bags;
- Would like to engage with the Youth Council and the Green Infrastructure Plan;
- There are plans to show a film later in the year;
- Looking forward there are thoughts on introducing a system whereby people can bring refillable containers and purchase soaps etc.
- As David Attenborough said "The future of all life now depends on us".

The Chairman thanked the Plastic Free Colwich representative.

8. ANNOUNCEMENT OF THE PHOTOGRAPH OF THE YEAR 2017/18.

The Chairman announced the result as:

1st Place Peter Williams
2nd Place Paul Cooper and Colin Roe

who each received a certificate. Peter Williams was awarded a shield to retain until the 2019 Parish Assembly.

9. ANNOUNCEMENT OF THE CITIZEN OF THE YEAR 2017/18.

The Chairman of the Council and Chairman of the Great Haywood Memorial hall announced that Andy and Jenny Lowe as joint winners of this year's award for their work with the Hall.

Those who work with Andy and Jenny are amazed at the amount of time and commitment they put into the smooth, safe running and maintenance of the Hall. They run all the emergency and safety checks every Wednesday morning as well as cleaning and maintaining the building to a very high standard. They constantly come forward with ways to improve the facilities to attract more users and to develop the Hall's use as a community hub. Andy and Jenny are always on hand to help with any event organised by the Committee. They are generous with their time in helping the local branch of the RNLI and the Haywoods Permanent Way Group.

Andy and Jenny Lowe were presented with a shield to retain until the 2019 Parish Assembly.

CHAIRMAN'S AWARD

The Chairman announced that a new special award, the Chairman's Award, had been introduced by the Parish Council at its annual meeting on 3rd May 2018 to recognise those who may have ties with the Council and thus are excluded from the other awards.

A 5-minute comfort break was taken awaiting the recipient of the 2018 Award.

The Chairman announced that Cath Birt was the recipient of this year's award.

Cath has been a volunteer at the Hazeldene House surgery for over 40 years, taking prescriptions to people all over the local area, as well as being an active member of the best Kept Village committee and has supported three Councillors (Cllr Barrie Birt, their daughter Helen and granddaughter Vicky).

Cath Birt was presented with a certificate and a small shield for her to retain.

10. CLOSE: The Chairman thanked everyone for attending and their being no further questions from the floor declared the meeting closed at 7:53pm.