



COLWICH PARISH COUNCIL

MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON THURSDAY 7TH MARCH 2024 AT THE PARISH CENTRE, ST. MARY’S ROAD, LITTLE HAYWOOD, COMMENCING AT 7:30PM.

PRESENT (For all or part of the meeting): Cllr Plant (Chairman); Cllr Bloor (Vice Chairman); Cllr Colwill; Cllr Dunn; Cllr B Forster; Cllr M Forster; Cllr Hall; Cllr Hardwick; Cllr Hill; Cllr Martin; Cllr Mosley; Cllr Upton-Loach and Cllr Walters.

IN ATTENDANCE: Revd Mr M Lennon (Chief Officer and RFO) and Mr A Egan (Deputy Chief Officer).

PUBLIC PRESENT: Five members of the public were present.

PUBLIC PARTICIPATION One member of the public addressed the Council in reference to item 32/24.

Cllr Colwill, Cllr Dunn and Cllr Mosley arrived during the speech.

Cllr Upton-Loach arrived.

The Chairman thanked the member of the public for their contribution. The five members of the public thanked the Council and left the meeting.

MINUTES

21/24 Revd Mr Lennon led the Council in **PRAYERS**.

22/24 **APOLOGIES** were received from Cllr Birt (unwell) and Cllr McKeown. Cllr Bloor noted that she would need to leave by 9:30pm. Cllr Colwill noted that she would need to leave by 9:30pm.

RESOLVED to accept the apologies.

PROPOSED Cllr Hardwick **SECONDED** Cllr M Forster.
On being put to the vote, the Resolution carried unanimously.

23/24 There were no **DECLARATIONS OF INTEREST**.

24/24 There were no **WRITTEN REQUESTS FOR DISPENSATION UNDER THE LOCALISM ACT 2011**.

25/24 **THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 8TH FEBRUARY 2024.**

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

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

DATE.....

PROPOSED Cllr Plant **SECONDED** Cllr Colwill.
On being put to the vote, the resolution carried unanimously.

32/24 TO RECONSIDER ITEM 174/23.
The Chairman agreed to move this item higher up the agenda.

RESOLVED to move the £4,000 contribution into the 2024/25 Financial Year and to pay on completion of the works.

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

26/24 THE CHAIRMAN’S REPORT was noted.

27/24 THE CLERK’S REPORT.

RESOLVED to suspend Standing Order 1.4 and to exclude members of the public and press from the meeting due to the confidential (staffing) nature of the discussion.

PROPOSED Cllr Plant **SECONDED** Cllr Upton-Loach.
On being put to the vote, the Resolution carried unanimously.

The video recording was paused during the discussion.

RESOLVED to reinstate Standing Order 1.4 and to readmit members of the public and press.

PROPOSED Cllr Plant **SECONDED** Cllr Upton-Loach
On being put to the vote, the Resolution carried unanimously.

The video recording recommenced.

28/24 The **BOROUGH COUNCIL** report from Cllr McKeown was noted.

29/24 There was no **COUNTY COUNCIL** report from Cllr Francis.

30/24 FINANCE AND ADMINISTRATION.

- a. The payments made by Standing Order, Direct Debit, Electronic Payment and cheques issued since the last Full Council meeting were noted.ⁱ & ⁱⁱ
- b. The receipts received since the last Full Council meeting were noted.ⁱⁱⁱ
- c. There were no outstanding cheques or online payments.
- d. The Bank Statements and Reconciliation could not be produced due to IT issues.
- e. Earmarked Reserves.
- f. Carry over to next financial year.

RESOLVED to move £50,000 from the Leisure Reserve to General Reserve.

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RESOLVED to move £3,000 from the General Reserve to the Road Safety Reserve.
RESOLVED to agree the allocations within the various Reserves and to carry these forwards to 2024/25 Financial Year.

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

g. Internal Auditors

RESOLVED to appoint Topliss Associates as the Council’s internal auditors for the 2023/24; 2024/25 and 2025/26 accounting years.

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

31/24 THE COUNCIL’S CHARITIES FOR THE NEXT 12 MONTHS.

RESOLVED to agree Little Laura and Troop Aid as the Council’s Charities.

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

33/24 THE PRIORITY FOR THE IDENTIFIED S106 FUNDED PROJECTS.

During discussion 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 should continue for a further 30 minutes in line with Standing Orders 1.26 and 1.27.

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

Cllr Colwill left the meeting.

RESOLVED that the priorities should be:

1. St Mary’s Play Area.
2. Design for the JPF car park.
3. JPF car park works.
4. Design for the JPF building.
5. JPF building works.
6. JPF Green Gym.
7. JPF pitch.
8. Design for Coley Lane Remembrance.
9. JPF Teenage play equipment.
10. Coley Lane Remembrance Garden works.
11. Replace the BMX track with a Pedal and Play area.

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12. St Marys Green Gym.

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

34/24 AIMS AND VALUES POLICY.

RESOLVED to agree and sign the new policy with amendments.

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

The Chairman noted that the meeting had been running for the additional 30 minutes and so should be adjourned in line with Standing Order 1.27.

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

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

35/24 STAFF APPRAISAL POLICY.

RESOLVED to agree and sign the new policy.

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

36/24 STAFF CAPABILITY POLICY.

RESOLVED to agree and sign the new policy.

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

37/24 DATE OF NEXT MEETING to be 11th April 2024.

Meeting closed at 10:15pm.

ⁱ Bank payments 01/02/2024 to 07/03/2024

Date	Payee Name	Reference	£ Total Amnt	£ VAT	A/c	Centre	£ Amount	Transaction Details
01/02/2024	Ash Waste Services	DD	227.82	37.97	4308	301	189.85	ASW - Waste collection Van Road Fund
01/02/2024	DVLA	DD	12.25	0.00	4206	201	12.25	Tax
01/02/2024	CloudyIT Ltd	DD	244.32	40.72	4053	101	203.60	MS365/Teams February
09/02/2024	Lloyds Bank Multipay Card	Transfer	352.58	0.00	203	0	352.58	Repayment of payment card

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14/02/2024	Water Plus	DD	52.34	0.00	4301	301	52.34	Water Plus
16/02/2024	BT Telephone/Broadband	DD	153.11	25.52	4303	301	127.59	BT - Broadband
19/02/2024	Hutchison 3G UK Ltd	DD	83.00	13.83	4303	301	69.17	Mobile phones
26/02/2024	Opus Energy (Corporate) Limitd	DD	-868.33	0.00	4304	301	-868.33	Refund re overpayments
26/02/2024	Opus Energy (Corporate) Limitd	DD	868.33	0.00	4304	301	868.33	Contra incorrect refund
26/02/2024	Opus Energy (Corporate) Limitd	DD	214.71	10.22	4304	301	204.49	Electricity Jan 2024
26/02/2024	Opus Energy (Corporate) Limitd	DD	653.62	108.94	4304	401	544.68	Electricity Jan 2024
29/02/2024	Konica Minolta Business Soluti	EP	38.10	6.35	4027	101	31.75	Photocopying 20.11.23-19.02.24
29/02/2024	SLCC	EP	36.00	6.00	4010	102	30.00	ML SLCC Webinar Social Media
29/02/2024	SLCC	EP	72.00	12.00	4010	102	60.00	ML SLCC Webinar Sub Access Req
29/02/2024	SLCC	EP	36.00	6.00	4010	102	30.00	ML SLCC Webinar Civility Respe
29/02/2024	Salaries, PAYE, NI, Pensions	Transfer	12,639.44	0.00	204	0	12,639.44	Salaries, PAYE, NI, Pensions
01/03/2024	Ash Waste Services	DD	202.50	33.75	4308	301	168.75	AWS Waste Collection - March
01/03/2024	DVLA	DD	12.25		4206	201	12.25	Van Road Fund Tax
Total Payments:			15,030.04	301.30			14,728.74	

ii Payment card payments 26/01/2024 to 26/02/2024

Date	Payee Name	Reference	£ Total		A/c	Centre	£ Amount	Transaction Details
			Amnt	£ VAT				
26/02/2024	Lloyds Bank Plc	DD	12.00		4019	101	12.00	Bank fee
Total Payments:			12.00	0.00			12.00	

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Payment card receipts received between 27/01/2024 and 26/02/2024

Receipt Ref	Name of Payer	Reference	Nominal Ledger Analysis		Centre	£ Amount	Transaction Detail	
			£ Amnt Received	A/c				
	Banked:	09/02/2024	352.58					
Transfer	Current & Deposit Bank A/cs		352.58		200	0	352.58	Repayment of payment card
Total Receipts:			352.58				352.58	

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