



DATE: 4TH SEPTEMBER 2025

108/25 THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 29TH JANUARY 2024.

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

PROPOSED Cllr Dunn **SECONDED** Cllr Mosley.

On being put to the vote, the Resolution carried unanimously by those present who had also been present at the meeting.

109/25 THE MINUTES OF THE POLICY COMMITTEE MEETING HELD ON 9TH JUNE 2025.

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

PROPOSED Cllr Hardwick **SECONDED** Cllr Plant.

On being put to the vote, the Resolution carried unanimously by those present who had also been present at the meeting.

110/25 THE MINUTES OF THE LEISURE COMMITTEE MEETING HELD ON 12TH JUNE 2025.

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

PROPOSED Cllr Plant **SECONDED** Cllr Walters.

On being put to the vote, the Resolution carried unanimously by those present who had also been present at the meeting.

111/25 THE MINUTES OF THE EMPLOYMENT COMMITTEE MEETING HELD ON 19TH JUNE 2025.

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

PROPOSED Cllr Plant **SECONDED** Cllr Bloor.

On being put to the vote, the Resolution carried unanimously by those present who had also been present at the meeting.

112/25 THE MINUTES OF THE COMPLAINTS COMMITTEE MEETING HELD ON 23RD JUNE 2025.

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

PROPOSED Cllr M Forster **SECONDED** Cllr B Forster.

On being put to the vote, the Resolution carried unanimously by those present who had also been present at the meeting.

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DATE: 4TH SEPTEMBER 2025

**113/25 THE MINUTES OF THE ENVIRONMENT COMMITTEE MEETING
HELD ON 26TH JUNE 2025.**

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

PROPOSED Cllr Upton-Loach **SECONDED** Cllr Meakin.

On being put to the vote, the Resolution carried unanimously by those present who had also been present at the meeting.

114/25 CHAIRMAN/VICE CHAIRMAN OF COMMITTEES.

Communications

Chairman

Cllr Hardwick was Proposed by Cllr Boyce and Seconded by Cllr Hall.

On being put to the vote, Cllr Hardwick was elected unopposed.

Cllr Hardwick signed the Acceptance of Office which was witnessed by the Chief Officer.

Vice Chairman

Cllr Boyce was Proposed by Cllr Hardwick and Seconded by Cllr Hall.

On being put to the vote, Cllr Boyce was elected unopposed.

Cllr Boyce signed the Acceptance of Office which was witnessed by the Chief Officer.

115/25 THE CHAIRMAN'S REPORT was noted.

116/25 THE BOROUGH COUNCILLORS'S REPORTS were noted.

117/25 There was no **COUNTY COUNCILLOR REPORT** (see 104/25)

118/25 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 & ^{iv}
- c. The Bank Statements and Reconciliation were noted.

119/25 THE LETTER RECEIVED FROM KATHERINE HOUSE HOSPICE was noted.

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The Chairman moved items 120/25 and 121/25 to the end of the meeting.

122/25 THE REVISED POLICIES.

RESOLVED to defer the Pay Policy (PD108) to the September meeting.

RESOLVED to agree and sign the updated policies.

PROPOSED Cllr Boyce

SECONDED C11r Bloor.

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

123/25 CAMPAIGN CALLING FOR GOVERNMENT TO PROVIDE DEDICATED FUNDING FOR NEIGHBOURHOOD PLANS.

RESOLVED to write to Rt Hon Sir Gavin Williamson MP and the Ministry for Housing, Communities and Local Government in support of the campaign.

PROPOSED Cllr M Forster

SECONDED Cllr Boyce.

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

124/25 THE SUMMER NEWSLETTER

RESOLVED to agree the draft newsletter, with amendments, and to forward it to Benhill Press for printing.

PROPOSED Cllr Plant

SECONDED Cllr Upton-Loach.

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

120/25 PARISH OFFICE STAFFING STRUCTURE.

RESOLVED to suspend Standing Order 1.4 and to exclude members of the public and press due to the confidential nature of the matters under discussion.

PROPOSED Cllr Upton-Loach

SECONDED Cllr Walters.

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

RESOLVED to agree the revised staffing structure.

PROPOSED Cllr Plant

SECONDED Cllr Upton-Loach.

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

121/25 CO-OPTED MEMBERSHIP OF COMMITTEES.

RESOLVED to write to co-opted organisations reminding them of Standing Order 10.

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PROPOSED Cllr Hall **SECONDED** Cllr Bloor.
On being put to the vote, the resolution carried unanimously.

RESOLVED to re-instate Standing Order 1.4 and to readmit members of the public and press to the meeting.

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

122/25 **DATE OF NEXT MEETING** to be 4th September 2024.

Meeting closed at 9:28pm

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Colwich Parish Council 2025/2026

Cashbook 1

Current & Deposit Bank A/cs

Payments made between 01/05/2025 and 31/05/2025

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
01/05/2025	Ash Waste Services	DD	218.99		36.50	4308	301	182.49	AWS - Waste services
01/05/2025	Stafford Industrial Supplies L	EP	91.73		15.29	4050	101	76.44	Hi Vis Clothing
07/05/2025	CloudyIT Ltd	DD	351.00		58.50	4303	301	55.20	Phone system
						4053	101	237.30	MS365/ Teams
07/05/2025	Janitorial Direct Limited	DD	175.95		29.32	4308	301	146.63	Waste collection
08/05/2025	Canalside Holdings Limited	EP	498.53			4230	203	498.53	Canalside CP In Bloom Order
08/05/2025	Colwich Parish In Bloom	EP	100.00			4600	601	100.00	Small Grant CP In Bloom
09/05/2025	Colwich Parish Great War Com C	EP	600.00			4600	601	600.00	Small Grant CP Great War CC
12/05/2025	Lloyds Bank Multipay Card	Transfer	465.19				203	465.19	Repayment of payment card
13/05/2025	Allstar Business Solutions Ltd	DD	87.77		14.63	4209	201	73.14	Fuel for truck
16/05/2025	BT Telephone/Broadband	DD	179.32		29.89	4303	301	149.43	Broadband
19/05/2025	Corona Energy Retail 4 Limitd	DD	636.82		74.02	4304	301	305.79	Electricity April 2025 P Centre
						4304	401	257.01	Electricity April 2025 JPF
19/05/2025	Hutchison 3G UK Ltd	DD	90.62		15.10	4303	301	75.52	Mobile phones May 2025
19/05/2025	ACB Motor Services	EP	50.00		2.50	4208	201	35.00	Van MOT

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					4209	201	12.50	Service Charge Van MOT
20/05/2025	Roseacre Nursery & Plant Centr	EP	385.61	64.27	4230	203	321.34	Roseacre CP In Bloom Orders
20/05/2025	SCP Trans Plan Infra Design	EP	2,100.00	350.00	4419	402	1,750.00	SCP Design Consutlancy Fees
20/05/2025	Stafford Borough Council	EP	3.00		4307	301	3.00	Staffs BC Access Licence
27/05/2025	Salaries, PAYE, NI, Pensions	Transfer	17,375.74		204		17,375.74	Salaries, PAYE, NI, Pensions
31/05/2025	Unity Trust	DD	11.25		4019	101	11.25	Service Charge
Total Payments:			23,421.52	0.00	690.02		22,731.50	

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Colwich Parish Council 2025/2026
Cashbook 3
Lloyds Bank Multipay Card
Payments made between 01/05/2025 and 31/05/2025

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
02/05/2025	Screwfix Direct Ltd	CARD	32.95		5.49	4210	201	27.46	Strimmer wire
08/05/2025	Apple Distribution Internation	CARD	0.99		0.16	4043	105	0.83	Music for VE memorial
13/05/2025	Ryman	CARD	4.49		0.75	4026	101	3.74	Stationery
27/05/2025	Lloyds Bank Plc	CARD	12.00			4019	101	12.00	Bank fee
Total Payments:			50.43	0.00	6.40			44.03	

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Cashbook 1						
Current & Deposit Bank A/cs						
Receipts received between 01/05/2025 and 31/05/2025						
Nominal Ledger Analysis						
Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
50.00						
50.00			1200	105	50.00	Fete contribution
10.00						
10.00			1203	105	10.00	Fete donation
10.00						
10.00			1203	105	10.00	Fete donation
10.00						
10.00			1203	105	10.00	Fete donation
10.00						
10.00			1203	105	10.00	Fete donation
20.00						

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BGC	Crave Cave Cafe	20.00		1200	105	20.00	Fete contribution
BGC	Banked: 28/05/2025	737.48					
BGC	CCLA Investment Management Ltd	737.48		1190	101	737.48	Interest/Dividend PSDF
	Total Receipts:	847.48	0.00	0.00		847.48	

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Cashbook 3

Lloyds Bank Multipay Card

Receipts received between 01/05/2025 and 31/05/2025

Nominal Ledger Analysis

Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		Banked: 12/05/2025	465.19						
Transfer		Current & Deposit Bank A/cs	465.19			200		465.19	Repayment of payment
		Total Receipts:	465.19	0.00	0.00			465.19	

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