



COLWICH PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 4TH SEPTEMBER 2025 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 Dunn; Cllr B Forster; Cllr M Forster; Cllr Hill; Cllr Mosley; Cllr Upton-Loach.

IN ATTENDANCE: Mr Egan (Deputy Chief Officer); Miss Alineri-Willis (Events Officer); Cllr Cooper and Cllr McKeown (SBC).

PUBLIC PARTICIPATION: Two members of the public were in attendance.

PCSO Garreth Higgins did a presentation to council about local policing.

One MOP spoke to the council regarding the Colwich Parish In Bloom.

MINUTES

103/25 Cllr Plant led the Council in **PRAYERS**

104/25 **APOLOGIES** were received from Cllr Hall (away), Cllr Hardwick (work), Cllr Meakin (work), and Cllr Walters (work).

RESOLVED to accept reasons of absence.

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

105/25 **DECLARATIONS OF INTEREST** were received from Cllr Upton-Loach re: 117/25, Cllr Dunn, Cllr B Forster, Cllr M Forster, and Cllr Hill re: 114/25 as they were on the hearing panel.

106/25 There were no **WRITTEN REQUESTS FOR DISPENSATION UNDER THE LOCALISM ACT 2011.**

107/25 **THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 3RD JULY 2025.**

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

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

SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE 2ND OCTOBER 2025

108/25 THE MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON 10TH JULY 2025.

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

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

109/25 THE MINUTES OF THE COMPLAINTS COMMITTEE HEARING HELD ON 4TH AUGUST 2025.

RESOLVED to agree and sign the minutes as an accurate record subject to amendment.

AMMENDED 7/25C "...Colwich Prish Council..." should read "...Colwich Parish Council..."

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

110/25 THE CHAIRMAN'S REPORT was noted.

111/25 THE BOROUGH COUNCILLORS' REPORTS were noted.

112/25 There was no **COUNTY COUNCILLOR'S REPORT.**

113/25 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 & iii & iv}
- b. The receipts received since the last Full Council meeting were noted ^{v & vi & vii & viii}
- c. The Bank Statements and Reconciliation were noted.
- d. The purchase of a replacement photocopier and scanner for the office and to agree the virement of funds to facilitate the purchase.

RESOLVED to lease a replacement photocopier and to vire the funds to facilitate the purchase.

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

- e. The virement of funds to cover the current payments.

RESOLVED to vire the funds.

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

- f. Ear Marked Reserves for the Twinning Association

RESOLVED to move £1000 from General Reserves to an Ear Marked Reserves for the Twinning Association.

PROPOSED Cllr Plant **SECONDED** Cllr Upton Loach.

SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE 2ND OCTOBER 2025

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

114/25 THE RESPONSE TO THE APPEAL AGAINST THE COMPLAINTS COMMITTEE DECISION OF 4TH AUGUST 2025.

RESOLVED to defer to 2nd October Meeting

PROPOSED Cllr Plant **SECONDED** Cllr Bloor.

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

115/25 THE NEIGHBOURHOOD PLAN COMMITTEE.

RESOLVED to:

- Reform the committee
- Elect six councillors.
- Elect six residents.
- Advertise Committee

Councillors Elected to Committee

Cllr Hill

Cllr Mosley

Cllr Bloor

Cllr Plant

An additional two councillors will be elected at the 2nd October meeting.

PROPOSED Cllr Plant **SECONDED** Cllr Mosley

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

116/25 The “THANK YOU” CARD FROM THE PUPILS AT ANSON SCHOOL, FOLLOWING THE APPROVAL OF THE SMALL GRANT APPLICATION, was noted.

117/25 THE SMALL GRANTS APPLICATION.

During the discussion, the Chairman noted that the meeting had been running for 2 hours and so should be adjourned in line with Standing Order 1.28.

RESOLVED to continue for a further 30-minutes, in line with Standing Order 1.29.

PROPOSED Cllr Upton Loach **SECONDED** Cllr Bloor.

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

Cllr Mosley left the meeting.

RESOLVED to award a grant of £408 to Colwich Parish In Bloom.

PROPOSED Cllr Plant **SECONDED** Cllr Hill.
On being put to the vote, the Resolution carried with a majority vote.

118/25 PAY POLICY AND CODE OF CONDUCT FOR CO-OPTED MEMBERS.

RESOLVED to accept the proposed policies.

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

119/25 THE COUNCIL'S POSITION TO THE EVENTS COMMITTEE QUERIES:

During the discussion, the Chairman noted that the meeting had been running for 2.5 hours and so should be adjourned in line with Standing Order 1.29.

RESOLVED to continue for a further 30-minutes, in line with Standing Order 1.29.

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

RESOLVED to cancel the 2026 Summer fete due to pending works on the JPF and replace with smaller events.

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

120/25 THE PARKING OF VEHICLES ON TRENT CLOSE.

RESOLVED that the Chief Officer contacts the County Council and homes plus to discuss the parking issues and the broken bollard, and to contact Crave Cave Café to discuss how they manage their parking.

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

121/25 AUTUMN NEWSLETTER 2025.

RESOLVED to include the following articles:

Parish Assembly Report	Dates for Diary
Flower and Veg Show	Neighbourhood Plan
Defibrillators	Plaque information
Twinning	Births, Deaths, Marriages
Drs Surgery	

PROPOSED Cllr Plant **SECONDED** Cllr Upton-Loach.
SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE 2ND OCTOBER 2025

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

122/25 DATE OF NEXT MEETING: 2ND OCTOBER 2025.

Meeting closed: 22.26pm

Current & Deposit Bank A/cs
Payments made between 01/06/2025 and 30/06/2025

Nominal Ledger Analysis									
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
02/06/2025	Ash Waste Services	DD	217.85		36.31	4308	301	181.54	AWS - Waste collection
02/06/2025	CloudyIT Ltd	DD	351.00		58.50	4053	101	246.50	MS365/Teams
						4303	301	46.00	Phone
02/06/2025	Eddy Leisure Ltd	EP	2,064.00		344.00	4038	105	1,720.00	Tea cup rides - Fete
02/06/2025	Mrs K Squires	EP	206.00			4025	101	206.00	Internal audit
09/06/2025	Table Football Plus	EP	1,300.00			4038	105	1,300.00	Table Football - Fete
09/06/2025	Bradleys Acctnt.& Tax Services	EP	876.84		146.14	4006	102	730.70	Payroll service
09/06/2025	OSB Events Hire Ltd	EP	2,271.60		378.60	4038	105	1,893.00	Stage/ PA System - Fete
10/06/2025	Lloyds Bank Multipay Card	Transfer	50.43				203	50.43	Repayment of payment card
12/06/2025	Allstar Business Solutions Ltd	DD	72.73		12.12	4209	201	60.61	Fuel for truck
16/06/2025	Corona Energy Retail 4 Limitd	DD	480.58		22.89	4304	301	248.47	Electricity May 25 P Ctre
						4304	401	209.22	Electricity May 25 JPF
17/06/2025	Clubz4Kidz	EP	266.25			4038	105	266.25	Tomahawk Throwing - Fete
17/06/2025	270 Adventure Limited	EP	855.00		142.50	4038	105	712.50	Activity Wall - Fete
17/06/2025	Rialtas Business Solutions Ltd	EP	304.80		50.80	4015	101	254.00	Data Backup Subscription
17/06/2025	Rialtas Business Solutions Ltd	EP	1,518.00		253.00	4015	101	1,265.00	Cashbook Ann supp and Licence
17/06/2025	PPL PRS Ltd	EP	435.76		72.63	4038	105	363.13	Music Licence
17/06/2025	Ash Waste Services	EP	276.00		46.00	4038	105	230.00	AWS - Waste collection - Fete
18/06/2025	Ash Waste Services	DD	276.00		46.00	4038	105	230.00	AWS - Waste

SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE 2ND OCTOBER 2025

								collection - Fete
18/06/2025	Hutchison 3G UK Ltd	DD	90.62	15.10	4303	301	75.52	Mobile phones
18/06/2025	Teleshore (UK) Ltd	EP	118.86	19.81	4231	205	99.05	Memorial Plaque 43972
18/06/2025	Teleshore (UK) Ltd	EP	118.86	19.81	4231	205	99.05	Memorial plaque 44003
18/06/2025	Follwell Farming Limited	EP	465.00	77.50	4038	105	387.50	Portable toilets - Fete
23/06/2025	Peter W Hedges	EP	1,100.00		4038	105	1,100.00	Skabucks - Fete
30/06/2025	Unity Trust	DD	11.70		4019	101	11.70	Bank service charge
30/06/2025	Ash Waste Services	DD	195.31	32.55	4038	105	162.76	AWS - waste collection
30/06/2025	Breakthrough Communications	EP	594.00	99.00	4010	102	247.50	Data Protection Toolkit
					4054	101	247.50	Data Protection Toolkit

Subtotal Carried Forward: 14,517.19 0.00 1,873.26 12,643.93

Date: 08/10/2025

Colwich Parish Council 2025/2026

Page 2

Time: 15:57

Cashbook 1

User: A.EGAN

Current & Deposit Bank A/cs**Payments made between 01/06/2025 and 30/06/2025****Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
30/06/2025	Cat Island	EP	500.00			4038	105	500.00	Boat Band - Fete
30/06/2025	Colwich Parish In Bloom	EP	300.00			4600	601	300.00	Colwich Parish In Bloom
30/06/2025	David Hardwick	EP	44.99			4307	301	44.99	Banner Garden of Remembrance
30/06/2025	Ansio Ltd	EP	1,000.00			4600	601	1,000.00	S137 Grant

SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE 2ND OCTOBER 2025

30/06/2025	Salaries, PAYE, NI, Pensions	Transfer	17,375.74			204		17,375.74	Salaries, PAYE, NI, Pensions
Total Payments:			33,737.92	0.00	1,873.26			31,864.66	

ii

Lloyds Bank Multipay Card

Payments made between 01/06/2025 and 30/06/2025

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
18/06/2025	Costco Wholesale UK Limited	CARD	46.75		7.79	4038	105	38.96	Sundries for fete
18/06/2025	Costco Wholesale UK Limited	CARD	3.49			4017	102	3.49	Expenses SLCC Bootcamp
20/06/2025	Tesco Stores	CARD	14.72			4038	105	14.72	Refreshments Volunteers- Fete
26/06/2025	Lloyds Bank Plc	CARD	12.00			4019	101	12.00	Bank fee
Total Payments:			76.96	0.00	7.79			69.17	

iii

Current & Deposit Bank A/cs

Payments made between 01/07/2025 and 31/07/2025

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
01/07/2025	Water Plus	DD	32.33			4301	301	32.33	WaterPlus June
01/07/2025	Ash Waste Services	DD	219.66		36.61	4308	301	183.05	AWS - Waste

SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE 2ND OCTOBER 2025

								collection
01/07/2025	Ash Waste Services	EP	-276.00	-46.00	4038	105	-230.00	Contra entry 17.06.25 duplicat
04/07/2025	Cloudy Group Ltd	DD	351.00	58.50	4303	301	46.00	Phones Jul
					4053	101	246.50	MS365/Teams Jul
10/07/2025	Lloyds Bank Multipay Card	Transfer	76.96		203		76.96	Repayment of payment card
14/07/2025	Nelly's Delhi	EP	200.00		4038	105	200.00	200 x samosas for fete
14/07/2025	St John Ambulance	EP	377.52	62.92	4038	105	314.60	Medical cover - fete
21/07/2025	Hutchison 3G UK Ltd	DD	90.62	15.10	4303	301	75.52	Hutchison 3G UK Ltd
21/07/2025	Sovereign Design Play Systems	EP	3,740.71	623.45	4406	401	3,117.26	JPF 30% equip & surfacing
					342		-3,117.26	JPF 30% equip & surfacing
					6000	401	3,117.26	JPF 30% equip & surfacing
24/07/2025	Corona Energy Retail 4 Limitd	CREDITNOTE	-219.69	-10.47	4304	401	-209.22	Credit Note JPF 01/05 to 31/05
24/07/2025	Corona Energy Retail 4 Limitd	DD	72.22	3.44	4304	401	68.78	Electricity JPF 01/05
24/07/2025	Corona Energy Retail 4 Limitd	DD	153.63	7.32	4304	401	146.31	Electricity JPF 01/06 to 30/06
24/07/2025	Corona Energy Retail 4 Limitd	DD	234.77	11.18	4304	301	223.59	Electricity P C 01/06 to 30/06
24/07/2025	Information Commissioner	DD	47.00		4015	101	47.00	Renewal of ICO certificate
24/07/2025	Allstar Business Solutions Ltd	DD	62.49	10.41	4206	201	52.08	Fuel for truck
29/07/2025	Water Plus	DD	58.03		4301	301	58.03	WaterPlus July
31/07/2025	Unity Trust	DD	14.25		4019	101	14.25	Service Charge
31/07/2025	Salaries, PAYE, NI, Pensions	Transfer	17,375.74		204		17,375.74	Salaries, PAYE, NI, Pensions
Total Payments:			22,611.24	0.00	772.46		21,838.78	

SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE 2ND OCTOBER 2025

iv

Lloyds Bank Multipay Card
Payments made between 01/07/2025 and 31/07/2025

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
02/07/2025	DVLA	CARD	347.50			4206	201	347.50	Truck Annual Road Fund Tax
02/07/2025	SWS London Trading Ltd	CARD	17.79		2.97	4401	401	14.82	Toilet rolls for JPF
02/07/2025	SWS London Trading Ltd	CARD	24.99		4.17	4300	301	20.82	Paper hand towels for office
02/07/2025	Chawla Industries UK Ltd	CARD	5.21		0.87	4300	301	4.34	Gloves for use at Parish Centr
02/07/2025	Bailey Sports Therapy Limited	CARD	4.95		0.83	4300	301	4.12	Gloves for Parish Centre
15/07/2025	Ryman	CARD	3.49		0.58	4026	101	2.91	Plastic carry wallet for offic
17/07/2025	Wickes Building Supplies	CARD	22.00		3.66	4211	201	18.34	Dutch Hoe x 2
28/07/2025	Lloyds Bank Plc	CARD	12.00			4019	101	12.00	Bank fee
Total Payments:			437.93	0.00	13.08			424.85	

v

Current & Deposit Bank A/cs
Receipts received between 01/06/2025 and 30/06/2025

Nominal Ledger Analysis									
Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		BGC Banked: 02/06/2025	150.00						
		BGC E Carney	150.00			1200	105	150.00	Fete - Contribution
		BGC Banked: 02/06/2025	50.00						

SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE 2ND OCTOBER 2025

BGC	JMA Catering Limited	50.00	1200	105	50.00 Fete - Contribution
BGC	Banked: 03/06/2025	742.44			
BGC	CCLA Investment Management Ltd	742.44	1190	101	742.44 Dividend/Interest
BGC	Banked: 06/06/2025	10.00			
BGC	J Tabernor	10.00	1203	105	10.00 Donation
BGC	Banked: 09/06/2025	118.86			
BGC	C Mills	118.86	1200	105	118.86 Contribution - Fete
BGC	Banked: 10/06/2025	10.00			
BGC	FINLEX K9	10.00	1203	105	10.00 Donation - Fete
BGC	Banked: 16/06/2025	20.00			
BGC	Hansons Auctioneer	20.00	1200	105	20.00 Contribution - Fete
BGC	Banked: 18/06/2025	5.00			
BGC	S Reed	5.00	1203	105	5.00 Donation - Fete
BGC	Banked: 24/06/2025	50.00			
BGC	F Alinieri Willis	50.00	1200	105	50.00 Payment for samosas
000109	Banked: 25/06/2025	790.50			
000109	C Birt	120.00	1202	205	120.00 Memorial Plaque
000109	Petty Cash	426.00	1200	105	426.00 Contribution from
000109	Petty Cash	140.50	1200	105	140.50 Payment for samosas
000109	Petty Cash	104.00	1203	105	104.00 Donations from stalls
000110	Banked: 25/06/2025	15.50			
000110	Petty Cash	15.50	1203	105	15.50 Loose change donations
BGC	Banked: 27/06/2025	4.50			
BGC	E Upton Loach	4.50	1200	105	4.50 Payment for samosas

SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE 2ND OCTOBER 2025

Total Receipts:	1,966.80	0.00	0.00			1,966.80
------------------------	----------	------	------	--	--	----------

Lloyds Bank Multipay Card
Receipts received between 01/06/2025 and 30/06/2025

Nominal Ledger Analysis									
Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		Banked: 10/06/2025	50.43						
Transfer		Current & Deposit Bank A/cs	50.43			200		50.43	Repayment of payment
		Total Receipts:	50.43	0.00	0.00			50.43	

Current & Deposit Bank A/cs
Receipts received between 01/07/2025 and 31/07/2025

Nominal Ledger Analysis									
Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	BGC	Banked: 02/07/2025	10.00						
	BGC	1st Great Haywood Rainbow	10.00			1203	105	10.00	Donation - Fete
	BGC	Banked: 02/07/2025	711.80						
	BGC	CCLA Investment Management Ltd	711.80			1190	101	711.80	PSDF Dividend
	BGC	Banked: 17/07/2025	50.00						
	BGC								

SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE 2ND OCTOBER 2025

Colwich Allotments Association	50.00	1203	105	50.00	Donation charities
BGC Banked: 28/07/2025	5.00				
BGC					
G Stanaway	5.00	1203	105	5.00	Scarecrow entry
BGC Banked: 28/07/2025	5.00				
BGC					
CJ & M Roe	5.00	1203	105	5.00	Scarecrow competition
BGC Banked: 29/07/2025	5.00				
BGC					
WG & PBA Ives	5.00	1203	105	5.00	Scarecrow competition
BGC Banked: 31/07/2025	479.40				
BGC					
CCLA Investment Management Ltd	479.40	1190	101	479.40	Locsl Authorities Prop
Total Receipts:	1,266.20				
				1,266.20	

viii

Lloyds Bank Multipay Card

Receipts received between 01/07/2025 and 31/07/2025

Nominal Ledger Analysis

Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		Banked: 10/07/2025	76.96						
Transfer		Current & Deposit Bank A/cs	76.96			200		76.96	Repayment of payment
		Total Receipts:	76.96	0.00	0.00			76.96	

SIGNED AS A TRUE AND ACCURATE RECORD.....
DATE 2ND OCTOBER 2025