



COLWICH PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 5TH MARCH 2026, 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 B Forster; Cllr M Forster; Cllr Grocott; Cllr Hardwick; Cllr Lowbridge; Cllr Martin and Cllr Walters.

IN ATTENDANCE: Revd Mr Lennon (Chief Officer and RFO); Mr Egan (Deputy CO and FO); Miss Alineri-Willis (Events Co-ordinator) and Cllr Mynors (SCC).

PUBLIC PARTICIPATION: No members of the public were present.

MINUTES

16/26 Revd Mr Lennon led the Council in **PRAYERS**

17/26 **APOLOGIES** were received from Cllr Dunn (work); Cllr Hall (work); Cllr Meakin (away) and Cllr Mosley (away).

RESOLVED to accept the reasons for absence.

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

18/26 There were no **DECLARATIONS OF INTEREST**.

19/26 There were no **WRITTEN REQUESTS FOR DISPENSATION UNDER THE LOCALISM ACT 2011**.

31/26 **THE COUNTY COUNCILLOR'S REPORT.**

The Chairman agreed to move this item forward as Cllr Mynors had another engagement.

Cllr Mynors' verbal report was noted.

Cllr Mynors thank the Council and left the meeting.

20/26 **THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 5TH FEBRUARY 2026.**

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

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

27/26 THE MINUTES OF THE YOUNG PEOPLE COMMITTEE MEETING HELD ON 12TH FEBRUARY 2026.

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

PROPOSED Cllr M Forster **SECONDED** Cllr Lowbridge.

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

28/26 THE MINUTES OF THE NEIGHBOURHOOD PLAN COMMITTEE MEETING HELD ON 26TH FEBRUARY 2026.

Consideration was deferred to the next meeting as insufficient Councillors were present who had attended the meeting.

29/26 THE CHAIRMAN'S REPORT – the Chairman moved this item to the end of the meeting.

30/26 No BOROUGH COUNCILLOR REPORTS were received.

32/26 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
- b. No update of receipts received since the last Full Council meeting were presented.
- c. The Bank Statements and Reconciliation were noted.
- d. To consider and confirm the Earmarked Reserves.

RESOLVED to agree the allocations within the various Reserves:

- Move £400 from Biodiversity Enhancement Reserve to General Reserve
- Move £2,000 from Land Conveyance Reserve

and to carry the resulting Ear Marked Reserves forwards to the 2026/27 Financial Year as follows:

Account	Closing Balance
Road Safety Reserve	4,000.00
Biodiversity Enhancement Reser	3,000.00
Land Conveyance Reserve	2,000.00
Benches Reserve	500.00
Parish Office Reserve	4,900.00
Signs & Fences Reserve	1,000.00
Twinning Reserve	1,000.00
Play Equip Repair/Replace	33,679.40

Current & Deposit Bank A/cs
Payments made between 01/02/2026 and 28/02/2026

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
02/02/2026	Ash Waste Services	DD	252.62		42.10	4308	301	210.52	AWS Waste disposal
02/02/2026	Water Plus	DD	58.54			4301	301	58.54	WaterPlus Feb 26
05/02/2026	CloudyIT Ltd	DD	362.52		60.42	4303	301	46.00	Phones
						4053	101	256.10	MS365/Teams/Phon
05/02/2026	Plugman	EP	174.70			4307	301	174.70	PAT Testing
05/02/2026	Forvis Mazars LLP	EP	756.00		126.00	4025	101	630.00	External audit fee
09/02/2026	ACB Motor Services	EP	78.00		13.00	4209	201	65.00	Investigate Truck non start
09/02/2026	Michael Lennon	EP	118.25			4017	102	118.25	Travel reimbursement
09/02/2026	Lloyds Bank Multipay Card	Transfer	73.55				203	73.55	Repayment of payment card
16/02/2026	Corona Energy Retail 4 Limitd	DD	718.85		98.02	4304	401	174.28	Electricity 01/01 to 31/01/26
						4304	301	446.55	Electricity 01/01 to 31/01/26
16/02/2026	BT Telephone/Broadband	DD	191.84		31.97	4303	301	159.87	Broadband Feb 2026
18/02/2026	Hutchison 3G UK Ltd	DD	90.62		15.10	4303	301	75.52	Mobile phones
18/02/2026	Haywood Repair Cafe	EP	180.00			4600	601	180.00	S137 Grant
18/02/2026	SINCH	EP	180.00			4600	601	180.00	S137 Grant
28/02/2026	Unity Trust	DD	11.10			4019	101	11.10	Bank service charge
28/02/2026	Stafford Borough Council	EP	1,008.00		168.00	4408	401	840.00	Civic amenity visits Jan-Dec26
28/02/2026	SLCC	EP	532.00			4015	101	532.00	Membership ML
28/02/2026	Grounds Management	EP	196.00		11.93	4015	101	184.07	Subscription
28/02/2026	Salaries, PAYE, NI, Pensions	Transfer	17,539.86				204	17,539.86	Salaries, PAYE, NI, Pensions

Total Payments:	22,522.45	0.00	566.54	21,955.91
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