

**COLTON PARISH COUNCIL – PARISH ASSEMBLY, WEDNESDAY 7th APRIL
2021 AT 7:30 PM BY ZOOM VIDEO CONFERENCE**

BUSINESS AGENDA

1. To agree to defer arrangements and any open forum discussion for the Annual Parish Assembly to a later date, as legislation and circumstances allow

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 7th APRIL 2021 AT
7:30 PM BY ZOOM VIDEO CONFERENCE**

PUBLIC PARTICIPATION (Maximum of 20 mins at the beginning of the meeting to hear public questions and comments)

(No member of public may address meeting hereafter).

BUSINESS AGENDA

2. To note attendance and receive apologies for absence
3. To receive declarations of interest
4. To approve minutes of meeting held on 3rd March by video conference
5. Chairman's Announcements
6. Payments

- a) To approve the following payment:
 - i) 1840 SPCA – Annual subscription 21/22 (231.00);
Explore Chairmanship course (50.00) £281.00
 - ii) 1841 HMRC – Payroll taxes, Q4, Jan – March £207.38
 - iii) 1842 Alison James – Clerk's salary, April (239.82);
Home working expenses, 5 weeks, 6 Mar – 9 Apr
(20.00); Re-imburement for Zoom licences
26 Feb–25 Mar and 26 Mar–25 Apr (28.78);
BGC Clerk salary, 1 Jan – 31 Mar (137.50)
less tax (27.50) £398.60

(Total new payments above, for approval this month = £886.98)

7. HS2

To consider any developments and agree any action required including

- a) Further HS2 consultation on impacts of Phase 2a and response to Sarah Mallen
- b) Availability of Community and Business Funds
- c) Possible engagement meeting mentioned by Hinson Parry
- d) 'In your area' interactive map to check for any local area works
- e) Phase 2a newsletters including Ground Investigation works and presentations and postponement of ecology presentations

8. Planning Matters

- a) To note the following application and any more recent applications and make observations to the Planning Authority:
 - i) 21/00359/FULM (Full application (Major)) – Land at Colton Mill Farm and Cawarden Springs Farm, Blithbury Road, Colton – Installation of a 49.9MW ground-mounted Photo Voltaic solar panels (109,000) and associated infrastructure including sub station, transformers, fencing, CCTV, access track, landscape mitigation and ecological/ecosystem services enhancements
- b) To report on any recent decisions of the Planning Authority
- c) To consider any further action required on application 18/01303/FULM – Proposed gas fired power station on Land North of Bellamour Lane
- d) To consider any other current planning/enforcement issues

9. Highways & Footpaths

- a) To report on progress and agree any action required:
 - i) Flooding including Blithbury Road and Colton Road by the Yorkshireman and further feedback to Environment Agency
 - ii) Enquiries into possible de-silting of Moreton Brook
 - iii) Recent flooding questionnaire and other information from SCC Flood Risk Management team
 - iv) Drain and gully clearance around the parish
 - v) Footpath alongside Colton Rd
 - vi) Any other footpath issues
 - vii) Progress with Litter picking initiative
 - viii) Additional gritting of High Street
 - ix) Removal of fallen tree over Moreton Brook below weir
 - x) Overgrown hedge on Heathway
 - xi) Safety of Blue Wall
 - xii) Lamp post opposite school missing cover
 - xiii) Railings on stream bridge at end of nature reserve

10. To consider progress and further action required on proposed new village gating/signs

11. Request from VHMC for a PC contribution towards running a post-lockdown parish social event

12. Correspondence

To note items of correspondence received and agree any actions required:

- a) SCC - Regular updates on community testing for Coronavirus (Emails)
- b) SCC Flood Risk Management Team – Flooding questionnaire, for completion by any residents, especially those whose homes have been flooded (Email, circulated to cllrs & parishioner email list)
- c) LDC – Covid-secure voting at the May elections (County councillor and Fire, Police & Crime Commissioner) including registering for a vote by 19th April or for a postal vote by 20th April or a proxy vote by 27th April (Email)
- d) Keep Britain Tidy – The Great British Spring Clean between 28th May and 13th June and charity webshop for buying equipment (Email)
- e) Stafford Samaritans – Request for a donation (Email, circulated to cllrs)
- f) SCC – ‘Let’s Beat Loneliness Together’ campaign, information pack and survey (Email)

- g) CCDC – Consultation on Cannock Chase Local Plan, Preferred Options and accompanying Sustainability Appraisal, open till 30th April (Email)
- h) LDC - Business start-up grants of £3,000 to local residents who have been made redundant or are out of work, and planning to start a business over the next year; also SCC's various Back to Business support schemes (Email)
- i) SPCA – Regular weekly bulletins including updates on legality of virtual meetings (Email)
- j) LDC – Consultation on Hammerwich Neighbourhood Plan (Email)
- k) TGM – Letter of acceptance and current insurance certificates for 2021 grass cutting (Email)

13. Committees

To receive any update from Burial Ground Committee

14. Finance and audit

- a) To note receipt of the Annual Governance and Accountability (AGAR) form and guidance for 2020/21 from the external auditors Mazars, with submission deadline of 30th June
- b) To consider Internal Auditor's recommendations regarding War Memorial including regular inspection and estimate of re-instatement value for insurance
- c) To agree the appointment of an internal auditor for 2021/22
- d) To review the Risk Assessment
- e) To decide if any amendments are needed to Financial Regulations following the interim audit and/or for additional powers to be delegated to the Clerk to keep essential services running in unforeseen circumstances such as the Covid pandemic
- f) To update bank mandate to include new councillors

15. Parish Council matters

- a) To consider adoption of the Local Government Association's new Model Councillor Code of Conduct, supported by NALC
- b) To update on progress with renewal of Heathway grazing licence
- c) To consider arrangements for duck race in village in 2021
- d) To update on request from parishioner as to whether there is any land in the parish that could be made available for allotments
- e) To consider any response for volunteer to arrange another hanging basket competition
- f) To register any interest in SPCA training courses
- g) To discuss possible arrangements to prevent parking damage to area of common land by brook (in front of new vicarage)
- h) To agree a request to SCC regarding catchment area of proposed new secondary school on Rugeley Power Station development site and its implications for Colton
- i) To consider who might be appointed PC representatives on the Burial Ground Committee and Village Hall Management Committee at the Annual Meeting in May

- j) To discuss arrangements for meetings after 7th May when virtual meetings are no longer permitted for parish councils
- k) To note date of next PC meeting – Wednesday 5th May at 7.30pm, to include Annual Meeting