

ANNUAL MEETING, WEDNESDAY 5th MAY 2021

AGENDA

1. Election of Chair
2. Election of Vice Chair
3. Declarations of Acceptance of Office by Chair and Vice Chair
4. Appointments/Confirmation of Committee Members/Representatives
 - a) Burial Ground Committee
 - b) Parish Lands Trust
 - c) Village Hall Management Committee
 - d) Staffordshire Parish Councils' Association

5. Calendar of meetings

The following dates are proposed but subject to change:

2nd June 2021 or another date to be arranged (as physical meeting required)

7th July 2021

No meeting in August 2021

1st September 2021

6th October 2021

3rd November 2021

1st December 2021

Date to be agreed in December 2021 for Budget discussion meeting

5th January 2022

2nd February 2022

2nd March 2022

6th April 2022 (N.B. 1st Thursday)

14th April 2022 (Maundy Thursday - Annual Assembly of the Parish)

4th May 2022 (including Annual Meeting)

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 5th MAY 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

1. To note attendance and receive apologies for absence
2. To receive declarations of interest
3. To approve minutes of meeting held on 7th April by video conference
4. Chairman's Announcements
5. Payments
 - a) To ratify the following payment approved at the previous meeting:
 - i) 1843 Stafford Samaritans - Donation £50.00
 - b) To approve the following payments:
 - i) 1844 BHIB – Annual insurance renewal £643.14
 - ii) 1845 Alison James – Clerk's salary, May (239.82);
Home working expenses, 4 weeks, 10 Apr -
7 May (16.00); Re-imburement for Zoom licence
26 Apr-25 May (14.39); Re-imburement for
PC mobile top up (10.00) £280.21

(Total new payments above, for approval this month = £923.35)

6. HS2

To consider any developments and agree any action required including

- a) HS2 consultation on impacts of Phase 2a and SCC response
 - b) Availability and potential applications for Community and Business Funds
 - c) Letters from HS2 about survey work at Stockwell Heath and Land Interest Questionnaire for PC land off Heathway and common land at Stockwell Heath
 - d) Possible engagement meeting with HS2 and Hinson Parry
7. Planning Matters
- a) To note the following application and any more recent applications and make observations to the Planning Authority:
 - i) 21/00278/FUH – 2 Croft Cottages, Bellamour Way, Colton – Erection of extension to pitched garage roof line at the rear to form sheltered outdoor seating area (Retention of works already completed) – Received shortly before and discussed at last meeting and response submitted.
 - ii) 21/00455/COU – The Yorkshireman Inn, Colton Road, Colton – Change of use from restaurant to residential, for the ground floor

of the Yorkshireman Restaurant to coincide with the existing dwelling on the first floor, to form 1 complete residential dwelling

- 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 proposed solar farm development at Black Flatts Farm off Blithbury Road and invitation from Opdenenergy to arrange virtual meeting/presentation
- e) To consider if any action is required on mobile homes and building works at Heathway
- f) To consider any other current planning/enforcement issues

8. 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) Flooding questionnaire 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) Removal of fallen tree over Moreton Brook below weir
 - ix) Safety of Blue Wall – Response from LDC Building Control
 - x) Lamp post opposite school missing cover
 - xi) Railings on stream bridge on Colton 1 footpath on the Martlins
 - xii) Yew hedge on Bellamour Way
 - xiii) Comments under Public Participation last month about making footpath up to brook bridge safer for pedestrians and preventing vehicles using the ford
 - xiv) Hedgerow at Hamley Heath

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

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

11. Correspondence

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

- a) Stafford Samaritans – Letter of thanks for approved donation (Email, circulated to cllrs)
- b) Keep Britain Tidy – Great British Spring Clean, 28th May - 13th June (Email)
- c) Staffordshire Libraries – Information about library services available including IT support by phone and Telephone Reading Friends (Email)
- d) Community Foundation for Staffs – Grants for local sports clubs (Email)

- e) HS2 – Online presentation about biodiversity enhancement and funding opportunities on Thursday 13th May 12-1pm (Email)
- f) HS2 – Invitation to ecology presentations on 25th May 2-3pm or 1st June 5-6pm (Email, circulated to cllrs)
- g) Ironman Staffordshire – Information about 2021 event on Sunday 18th July and call for volunteers (Email)
- h) Community Foundation for Staffordshire – Best Kept Village Community Competition to showcase community efforts and spirit via photos, articles, videos etc (Email)
- i) Staffs Fire & Rescue Service – Request for help in reporting evidence of fires, BBQs, burnt material and fly tipping in outdoor spaces (Email)
- j) What3Words – Newsletter (Email)

12. Committees

To receive any update from Burial Ground Committee

13. Finance and audit

- a) To note receipt of precept for 2021/22 of £11,739 from Lichfield District Council on 20th April
- b) To receive update from Clerk on progress with completion of the Annual Governance and Accountability (AGAR) form for 2020/21
- c) To note request from LDC for completion of Community Infrastructure Levy (CIL) report for 2020/21 by 31st October
- d) To consider Internal Auditor's recommendations regarding War Memorial including regular inspection and estimate of re-instatement value for insurance
- e) To review the Risk Assessment
- f) 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
- g) To update bank mandate to include new councillors

14. Parish Council matters

- a) To update on progress with renewal of Heathway grazing licence
- b) To hear any update on arrangements for a duck race and a hanging basket competition in 2021
- c) To update on request from parishioner as to whether there is any land in the parish that could be made available for allotments
- d) To discuss possible use of Facebook and/or Nextdoor e.g. to promote PC activities
- e) To discuss improving noticeboard and possible bench at top of High St
- f) To register any interest in SPCA training courses

- g) To discuss arrangements and dates for meetings after 7th May when virtual meetings are no longer permitted for parish councils