

COLTON PARISH COUNCIL

ANNUAL MEETING, WEDNESDAY 4th MAY 2022

AGENDA

1. Election of Chair
2. Election of Vice Chair
3. Declarations of Acceptance of Office for those elected
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:

 - 1st June 2022
 - 6th July 2022
 - No meeting in August 2022
 - 7th September 2022
 - 5th October 2022
 - 2nd November 2022
 - 7th December 2022 (possibly with Budget discussion meeting beforehand)

 - 4th January 2023 (Agenda to be issued before Christmas)
 - 1st February 2023
 - 1st March 2023
 - 5th April 2023
 - 3rd May 2023 (including Annual Meeting)

Parish Assembly to be arranged, on a date between 1st March and 1st June.

COLTON PARISH COUNCIL MEETING, WEDNESDAY 4th MAY 2022

AT 7:30 PM AT COLTON VILLAGE HALL

Please observe social distancing at all times.

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 6th April 2022

4. Chairman's Announcements

5. Payments

a) To approve the following payments:

i)	1897	Starboard Systems – Scribe Accounts software and support, 1 Jul 22 – 30 Jun 23, incl. VAT	£345.60
ii)	1898	Alison James – Clerk's salary, May, at new rate after pay increase following review (315.33); Home working expenses, 4 weeks, 9 Apr – 6 May (16.00); Back pay for April after increase backdated to 1 Apr (40.56); Reimbursement for set of printer cartridges (36.59)	£408.48
iii)	1899	Insurance provider – Annual PC insurance, 1 Jun 22 – 31 May 23 (Payee and amount subject to agreement at item 15 c)	t.b.c.

(Total of new payments for approval above is £754.08 plus insurance renewal premium to be agreed)

6. HS2

To consider any developments and agree any action required including

a) Questionnaires from HS2 about PC land off Heathway and common land at Stockwell Heath and potential ecology surveys

b) Response from Liz Davis to queries raised at January meeting

c) Meeting with HS2 and Environment Agency to discuss flooding issues and issue raised about location of spoil sites

7. Planning Matters

a) To note any applications received and make observations to the Planning Authority: None received by time of issue of agenda

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 update on application relating to mobile home at Moor Lane

8. Highways, Footpaths and Open Spaces

a) To report on progress and agree any action required:

- i) Flooding including Blithbury Road and Colton Road by the Yorkshireman and Environment Agency's modelling of brook flow
- ii) Drain and gully clearance around the parish
- iii) Any footpath/Rights of Way issues
- iv) Rats at Stockwell Heath pond and any response from LDC Environmental Health
- v) Erosion of path alongside Moreton Brook - Enquiries about land ownership
- vi) Hole in pavement near Village Hall drive
- vii) Safety issues at junction of B5013 and Bellamour Lane
- viii) Fallen willow near the brook bridge
- ix) Email of 27 April from Colton WI Committee requesting action on weeds on pavements around village, particularly High St

9. To receive update on installation of new village signs and licence from SCC

10. To discuss action on Climate Change and working towards Carbon Neutral Colton

11. To receive update on celebration of the Queen's Platinum Jubilee in the parish, including road closure application

12. War Memorial

To note plans for service at the War Memorial to mark the centenary of its unveiling on Saturday 30th July at 3pm and approval of road closure for Bellamour Way between 2.30pm and 4pm

13. Correspondence

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

- a) County Cllr Richard Cox – 2022 Community Fund now open for applications (by end October). Each county councillor has up to £2,500 funding for community groups for projects about looking after ourselves, those around us and the place you live (Email, circulated to cllrs)
- b) County Cllr Richard Cox – Agenda for Lichfield Rural West Division inaugural Parish Forum meeting on Monday 25th April (Email, circulated to cllrs)
- c) HS2 – Further series of one-to-one appointments available for booking with HS2 Engagement team including 25 May at Colton Village Hall (Email)
- d) CPRE – Spring newsletter (Email)
- e) SPCA – Weekly bulletins (Emails, circulated to cllrs)

14. Committees

To receive any update from Burial Ground Committee

15. Finance and audit

- a) 2021/22 accounts – To update on progress with Annual Governance and Accountability Return (AGAR) and internal audit
- b) 2022/23 accounts – To note LDC remittance advice for precept of £12,427
- c) To agree required cover and provider for PC's annual insurance renewal on 1st June
- d) War Memorial - To consider progress on arranging a professional inspection and estimate of re-instatement value for insurance
- e) To follow up actions on revised Risk Assessment including safe document storage – Scanning of burial registers

16. Parish Council matters

- a) To hear any update from Parish Lands Trust on their proposal for planters and bulbs at entrances to village
- b) To review draft information pack for new councillors – Update with finance information
- c) To agree any further arrangements for Parish Assembly on Thursday 19th May
- d) Date of next meeting – Wednesday 1st June at 7.30pm