

COLTON PARISH COUNCIL MEETING, WEDNESDAY 1st JUNE 2022
AT 7:30 PM AT COLTON VILLAGE HALL

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 Annual Meeting and main meeting held on 4th May 2022
4. To note resignation of Councillor Sarah Plater with effect from 1st June
5. Chairman's Announcements
6. Payments
 - a) To confirm details of payment approved in principle during last meeting, with updated amount approved by email to include revised asset register:
 - i) 1899 Arthur J Gallagher Insurance Brokers Ltd – Annual insurance £568.34
 - b) To approve the following payments:
 - i) 1900 TGM – Grass cutting, March and April – Village Hall, 1 cut (75.00), Stockwell Heath, 1 cut (30.00) Closed BG, 3 cuts (135.00) plus VAT (48.00) £288.00
 - ii) 1901 Colton Village Hall – Room hire, Apr – Jun, for 3 PC meetings and Parish Assembly £48.00
 - iii) 1902 Toplis Associates – Internal audit 2021/22 (128.30) plus VAT (25.66) £153.96
 - iv) 1903 S Plater – Re-imburement for drinks & snacks for Parish Assembly/Social Evening (104.34 incl. some VAT) and magazine delivery, Apr & May (40.00) £144.34
 - v) 1904 Alison James – Clerk's salary, June (315.33); Home working expenses, 4 weeks, 7 May – 3 June (16.00); Mileage Dec-May for PC and BGC (108.00) £439.33
 - vi) 1905 HMRC – Payroll taxes, Apr-Jun £277.42

(Total of all payments above is £1,919.39)

7. HS2

To consider any developments and agree any action required including

- a) Various outstanding queries for Liz Davis
- b) Re-arrangement of meeting with HS2 and Environment Agency to discuss flooding issues
- c) Enforcing correct routes for construction vehicles
- d) Ideas for environmental action to link with Carbon Neutral Colton

8. Planning Matters

- a) To note any applications received and make observations to the Planning Authority:
 - i) 22/00639/PREHST – Land in the vicinity of Hamley Heath, Jonghams Lane, Hamley Heath, Rugeley – Earthworks (Schedule 17, paragraph 3): The creation of 3 ecological mitigation ponds, an associated area of raised ground levels, 2 associated bunds, 6 permanent gates and permanent fencing (Area 4, application 7).
- 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

9. 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) Email of 27 April from Colton WI Committee requesting action on weeds on pavements around village, particularly High St
 - ix) Email of 28 April about parking on pavement in vicinity of the Greyhound
 - x) Flooding of B5013 near Rugeley Trent Valley bridge
 - xi) Condition of road surface on Newlands Lane at Stockwell Heath

10. To receive update on installation of new village signs

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

12. To receive any update on celebration of the Queen's Platinum Jubilee in the parish

13. Correspondence

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

- a) County Cllr Richard Cox – Copy of slides from HS2 presentation 'Traffic and Transport – Keeping communities moving' (Email, circulated to cllrs)
- b) LDC – Create Streets survey, a chance to offer thoughts on redevelopment of Birmingham Road/Frog Lane area of Lichfield (Email)
- c) LDC – Consultation on Street Trading Policy, open until 24th June (Email)
- d) SCC – Reminder about Data Protection service offered to councils (Email)
- e) SPCA – Weekly bulletins (Emails, circulated to cllrs)

14. Committees

To receive any update from Burial Ground Committee after recent meeting

15. Finance and audit

- a) To note the letter of Conclusion of Internal Audit for 2021/22 from Toplis Associates Ltd and the Annual Internal Audit Report 2021/22, forming page 4 of the Annual Governance and Accountability Return (AGAR)
- b) To complete and approve the Annual Governance Statement 2021/22, forming Section 1 of the AGAR
- c) To approve the Accounting Statements 2021/22, forming Section 2 of the AGAR, including the revision to the value of fixed assets (box 9)
- d) To approve the Certificate of Exemption (AGAR 2021/22 Form 2 page 3)
- e) To note the proposed Period for the Exercise of Electors' Rights, being Tuesday 7th June to Monday 18th July.
- f) To note request from LDC for completion of CIL report for 2021/22 by end October
- g) To note requirement from Pensions Regulator to complete any re-enrolment duties by end 2022
- h) To follow up actions on revised Risk Assessment including safe document storage – Scanning of burial registers

16. Parish Council matters

- a) To discuss arrangements to fill councillor vacancy
- b) To discuss arrangements for functioning without elected chairman and who could carry out various tasks including holding keys etc.
- c) To hear any update from Parish Lands Trust on their proposal for planters and bulbs at entrances to village
- d) To review draft information pack for new councillors – Update with finance information
- e) To review the Parish Assembly and any follow up action required
- f) Date of next meeting – Wednesday 6th July at 7.30pm