

## COLTON PARISH COUNCIL MEETING, WEDNESDAY 5<sup>th</sup> JULY 2023

AT 7:00 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 the public may address the meeting hereafter)**

### **BUSINESS AGENDA**

1. To note attendance and receive apologies for absence
2. To receive declarations of interest
3. To approve minutes of the meeting held on 7<sup>th</sup> June
4. Chairman's Announcements
5. Payments

- a) To note the following payments approved additionally at the last meeting:
  - i) 1957 TGM - Replace cheque 1947 for March & April grass cutting as rejected by bank for illegible date £468.42
  - ii) 1958 Colton Burial Ground Admin Committee – Funding for Burial Ground maintenance 23/24 as agreed at BGC meeting on 7 June, prior to PC meeting £1,500.00
- b) To approve the following payments:
  - i) 1959 Colton Village Hall – Room hire for 5 meetings including Parish Assembly, Apr - Jul £75.00
  - ii) 1960 Alison James – Clerk's salary, July (336.13); Home working expenses, 4 weeks, 10 Jun-7 Jul (16.00); Reimbursement for bank payment on 28 June to magazine delivery girl for July (20.00); Reimbursement for replacement solid state drive & labour from Burntwood Computer Centre for PC laptop (143.33 plus VAT 28.66); BGC Clerk salary for 1 Apr – 30 Jun (137.50) less tax (27.50) £654.12
  - iii) 1961 SCC - Installation of 3 village signs & disposal of old signs (no VAT) £3,458.54
  - iv) 1962 TGM – Grass cutting in June – invoice expected after issue of agenda but before meeting – amount t.b.c.

(Total of new payments at item b) above is £4,187.66 plus TGM invoice not yet received)

- c) To note the following payments which are likely to be required in August and authorise them to be approved by email when received and then ratified at September meeting:
  - i) TGM for grass cutting in July
  - ii) Clerk's PC salary and reimbursements for August
  - iii) Any other payments falling due, provided in line with approved budget

### 6. HS2

To consider any developments and agree any action required including

- a) Any further updates about HS2 Phase 2a
- b) Initiative to progress projects and applications for funding from Community and Environment Fund including update from Richard Cox re grants available

#### 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:
  - i) 23/00480/FUL – Middle Cottage, Bellamour Lane, Colton – Installation of 30 free standing PVs (solar panels) on paddock adjacent to Middle Cottage - Approved
  - ii) 23/00190/COU – 8 Old Wood Farm, Blithbury Rd, Colton – Conversion and alteration of agricultural buildings to form 1 dwelling and ancillary annex – To be determined at LDC's Planning Committee on 3 July

#### 8. Highways, Footpaths and Open Spaces

- a) To report on progress and agree any action required:
  - i) Flooding or drain issues
  - ii) Parking issues in the village
  - iii) Overgrown hedge at Aspley House
  - iv) Potential joint hire of road sweeper with PCC and Burial Ground Committee

#### 9. To consider progress on installation of new village signs

#### 10. To consider progress on reducing dog fouling around village

To agree purchase of bag dispensers

#### 11. Correspondence

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

- a) Staffordshire Sustainability Board – 'Climate Change consultation 2023: Let's talk Staffordshire' for anyone to respond on what they think about climate change and the barriers that stop people being greener (Email, circulated to cllrs)
- b) SCC – Road closure notice for B5013 Colton Rd within 30m either side of railway bridge, for bridge examination works, overnight on Sunday 20<sup>th</sup> August from 10pm to 5am (Email)
- c) SPCA – Weekly bulletins (Emails, circulated to cllrs)

#### 12. Committees

To note any update from Burial Ground Committee

#### 13. Finance and audit

- a) To note the submission of the Certificate of Exemption (AGAR 2022/23 Form 2 page 3) to external auditors Mazars on 18<sup>th</sup> June
- b) To note the acceptance of appointment from Kim Squires Internal Audit Services as internal auditor for 2023/24
- c) To authorise Clerk to renew McAfee anti-virus subscription for PC laptop for 2 years (likely cost of £129.99) before mid September
- d) To hear progress on update of bank mandate and options for internet banking
- e) To hear update on actions from review of PC's risk assessment

#### 14.Parish Council matters

- a) To review any progress in recruiting new councillors including posters
- b) To discuss ideas to raise profile of PC on social media and with younger generation
- c) Date of next meeting – Wednesday 6<sup>th</sup> September (No meeting in August)  
(Meeting to be held at 7.30pm approximately, after Burial Ground Committee meeting at 7pm)