

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 6<sup>th</sup> SEPTEMBER 2023**  
**AT 7:30 PM (APPROXIMATELY) AT COLTON VILLAGE HALL**  
**(To follow Burial Ground Committee meeting starting at 7pm)**

**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 5<sup>th</sup> July
4. To co-opt new councillor Lynne Richardson
5. To receive Declaration of Acceptance of Office
6. Chairman's Announcements
7. Payments
  - a) To note the confirmed amount and details of payment approved at the last meeting:
    - i) 1962 TGM – Grass cutting in late May and June – Village Hall, 1 cut (94.75); Closed BG, 3 cuts (139.05); Stockwell Heath, 1 cut (30.90); Heathway footpath, 1 cut (46.35); Verge from bridge to B5013, 1 cut (72.00); Corner by vicarage, 1 cut (25.00) plus VAT (81.61) £489.66
  - b) To ratify the following payments approved by email during August:
    - i) 1963 TGM – Grass cutting in July - Village Hall, 2 cuts (189.50); Closed BG, 3 cuts (139.05) plus VAT (65.71) £394.26
    - ii) 1964 Alison James - Clerk's salary, August (336.13); Home working expenses, 3 weeks, 8 Jul – 4 Aug excl. 1 week of leave (12.00); Reimbursement for bank payment on 31 July to magazine delivery girl for August (20.00); Reimbursement for printer cartridge (22.55); Reimbursement for mobile phone top up on 5 Aug (10.00); Reimbursement for renewal of McAfee Live Safe subscription for 2 years to 11 Sep 2025 (129.99) £530.67
    - iii) 1965 Vision ICT – Website hosting & support, October 2023 – September 2024 (134.38) plus VAT (26.88) £161.26
  - c) To approve the following payments:
    - i) 1966 SPCA – Councillor Fundamentals course for Garren Edwards, July (30.00) plus VAT (6.00) £36.00
    - ii) 1967 Alison James – Clerk's salary, September (336.13); Home working expenses, 5 weeks, 5 Aug – 8 Sep (20.00); Reimbursement for bank payment on 28 Aug to magazine delivery girl for September (20.00); Mileage claim for Jan – July (90.00) £466.13

- iii) 1968 TGM – Grass cutting in August – invoice expected after issue of agenda but before meeting – amount t.b.c.

(Total of new payments at items b) & c) above is £1,588.32 plus 1 invoice t.b.c.)

## 8. HS2

To consider any developments and agree any action required including

- a) Initiative to progress projects and applications for funding from Community and Environment Fund – Proposed further meeting with HS2 and Balfour Beatty

## 9. Planning Matters

- a) To note any applications received and make observations to the Planning Authority:
  - i) 23/00905/FUH – 1 High Street, Colton – Erection of first floor rear extension and formation of off-road parking at front
- b) To report on any recent decisions of the Planning Authority:
  - i) 23/00190/COU – 8 Old Wood Farm, Blithbury Rd, Colton – Conversion and alteration of agricultural buildings to form 1 dwelling and ancillary annex – Considered at LDC's Planning Committee on 3 July with approval recommended in report but no decision recorded yet
  - ii) 23/00523/FUH – Bank Top View, Hollow Lane, Colton – Erection of single storey extension to form kitchen - Approved
  - iii) 23/00758/FUH – The Hayloft, Bellamour Lodge Farm, Colton Road, Colton – Erection of conservatory – Approved (*PC does not appear to have received the original consultation*)

## 10. Highways, Footpaths and Open Spaces

- a) To report on progress and agree any action required:
  - i) Flooding or drain issues – Sewage drainage issue raised by parishioner at July meeting
  - ii) Parking issues in the village – Email from parishioner of 7 August; Draft article from councillor for parish magazine
  - iii) Overgrown hedge at Aspley House
  - iv) Potential joint hire of road sweeper with PCC and Burial Ground Committee
  - v) Overgrown state of Narrow Lane (at end of Heathway)
  - vi) Potholes on Newlands Lane

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

To hear update on proposed installation of bag dispensers

## 12. To discuss arrangements for Remembrance Sunday (12<sup>th</sup> November) including road closure application and wreath

## 13. To consider request from PCC for contribution to parish magazine costs for 2023

## 14. Correspondence

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

- a) Staffordshire CC – Possible change to mobile library visiting time from 11.35am on a Thursday to 9am on a Friday – official consultation to follow but comments sought from any users (Email, circulated to cllrs)
- b) SCC – Road closure, with signed diversion, on Uttoxeter Road, Blithbury and Lichfield Road, Abbots Bromley (B5014) between Pinfold Lane and Newlands Lane from 14<sup>th</sup> September to 1<sup>st</sup> December for brickwork repairs (Email)

- c) SCC – Funding available from Climate Action Fund for sustainable projects (Email circulated to cllrs)
- d) VHMC – Details of AGM on Weds 27<sup>th</sup> September at 7.30pm and opportunity for PC representatives (Email, circulated to cllrs)
- e) LDC – Details of draft strategy for 'Lichfield District 2050' and consultation survey (Email)
- f) Local Government Boundary Commission for England – Consultation on draft recommendations for division boundaries in Staffordshire, but no changes proposed affecting Colton (Email)
- g) HS2 – Latest Phase 2a newsletter for July (email, circulated to cllrs)
- h) SCC Library newsletter – Book and talks by author about history of Great Haywood and exhibition about Rugeley Power Station (Email)
- i) SPCA – Invitation and papers for AGM on Monday 30<sup>th</sup> October at 7pm at Staffordshire Place (Email)
- j) SPCA – Weekly bulletins including appointment of new Chief Executive, new Health and Wellbeing Officer and government request to ensure all defibrillators are registered on The Circuit (Emails, circulated to cllrs)

#### 15. Committees

To note any update from preceding Burial Ground Committee meeting

#### 16. Finance and audit

- a) To approve and sign the Neighbourhood Community Infrastructure Levy Annual Report for 2022/23 for submission to LDC
- b) To confirm successful update to bank mandate and any update on options for internet banking
- c) To hear update on actions from review of PC's risk assessment

#### 17. Parish Council matters

- a) To review any progress in recruiting new councillors including posters
- b) To consider suggestion of PC organising annual summer event
- c) To discuss ideas to raise profile of PC on social media and with younger generation
- d) Date of next meeting – Wednesday 4<sup>th</sup> October (Agenda to be issued early around 21<sup>st</sup> September due to Clerk's annual leave)