

ADDITIONAL MEETING OF COLTON PARISH COUNCIL FOR BUDGET DISCUSSION (BEFORE MAIN MEETING) ON WEDNESDAY 6th DECEMBER 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 public may address meeting hereafter)

BUSINESS AGENDA

1. To note attendance and receive apologies for absence
2. To receive declarations of interest
3. To prepare a draft budget proposal for 2024/25

COLTON PARISH COUNCIL MEETING, WEDNESDAY 6th DECEMBER 2023

AT 7:30 PM (APPROXIMATELY) AT COLTON VILLAGE HALL

(to follow budget discussion meeting starting at 7:00 PM)

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

4. To note attendance and receive apologies for absence
5. To receive declarations of interest
6. To note the resignation of Councillor Richard Birkin
7. To approve minutes of the meeting held on 1st November
8. Chairman's Announcements
9. Payments
 - a) To approve the following payments:
 - i) 1980 TGM – Grass cutting in October – Village Hall, 1 cut (94.75); Closed BG, 2 cuts (92.70) plus VAT (37.49) £224.94
 - ii) 1981 Lichfield District Council – Annual play area inspection & meeting with inspector (120.00) plus VAT (24.00) £144.00
 - iii) 1982 Information Commissioner – Annual data protection registration fee (no VAT) £40.00
 - iv) 1983 Alison James – Clerk's salary, December (356.93) and back pay following National Pay Award for Apr-Nov (166.40); Home working expenses,

		5 weeks, 4 Nov – 8 Dec (20.00); Reimbursement for bank payment on 28 Nov to magazine delivery girl for December (20.00); reimbursement for printer cartridges ordered 10 Nov (34.32)	£597.65
v)	1984	HMRC – Payroll taxes, Q3 Oct-Dec	£326.39
vi)	1985	St Mary's Church – Contribution to 2023 costs of mowing Pedley's Croft (amount t.b.c. at item 14)	

(Total of new payments for approval is £1,332.98 plus one amount t.b.c.)

10.HS2

To consider any developments and agree any action required in light of updates from HS2 and SCC including halt to the Community and Environment Fund

11.Planning Matters

- a) To note any applications received and make observations to the Planning Authority:
 - i) 23/01184/COU – Old Wood Farm, 6 Blithbury Road, Colton – Change of use and extension of brick barn to create 1 dwelling; change of use of portal framed building including replacement lean-to to create 2 dwellings; demolition of outbuildings and erection of garages and garden stores, new access and associated works (Comments submitted by deadline of 30th November)
- b) To report on any recent decisions of the Planning Authority:
 - i) 23/01196/FUH – Newlands Cottage, Newlands Lane, Blithbury – Extension and alteration of outbuilding – Approved

12.Highways, Footpaths and Open Spaces

- a) To report on new issues or progress and agree any action required:
 - i) Flooding – Email of 5 Nov from parishioner; reports to Highways about Hollow Lane & Newlands Lane blockages raised with County Councillor Richard Cox
 - ii) Parking issues in the village
 - iii) Potential joint hire of road sweeper with PCC and Burial Ground Committee
 - iv) Overgrown state of Narrow Lane (at end of Heathway)
 - v) Issue of speeding in the village raised by parishioners, suggested set up of Community Speed Watch and other potential measures to reduce speeding
 - vi) Action to clear and maintain local rights of way
 - vii) Condition of benches near the phone box and the Closed Burial Ground
 - viii) Improving the appearance of the parish including ways to reduce litter alongside B5013, parish handyperson etc.
 - ix) Continuing problem with water leak on pavement outside Williscroft Place
 - x) Yew hedge on Bellamour Way overhanging pavement
 - xi) Other issues raised during Public Participation at October meeting
 - xii) Parking arrangements in the vicinity of the school at start and finish times

13.To discuss progress on arrangements for a parish event in June 2024

14.To consider PLT suggestion of setting up a community garden including any feedback from Produce Guild

Email of 5 Nov from parishioner with suggestions of other gardening opportunities within village

15.To consider progress on reducing dog fouling around village

16. To discuss ideas to raise profile of PC on social media and with younger generation

17. To consider request from PCC for contribution to 2023 costs of mowing Pedley's Croft

18. Correspondence

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

- a) SCC – Notice of temporary road closure on Sherracop Lane and diversion from 8am on Wednesday 13th December to 4pm on Thursday 14th December for carriageway repairs (Email, sent to parish magazine editor)
- b) SCC – Notice of temporary road closure on Newlands Lane from 8am on Monday 15th January to 4pm on Friday 19th January for carriageway repairs (Email, sent to parish magazine editor)
- c) SCC – Communities survey, asking about what goes on in local communities and what help and support is needed and might be provided by SCC, open online until 31 January 2024 (Email)
- d) Community Foundation for Staffs – Best Kept Village Community Competition 2024 (Email, circulated to cllrs)
- e) LDC – New pedestrianisation arrangements and enforcement in Lichfield city centre (Email)
- f) SPCA – Weekly bulletins (Emails, circulated to cllrs)

19. Committees

To note any update from Burial Ground Committee and completion of further bank mandate form

20. Finance and audit

- a) To receive financial report on receipts and payments against budget and bank reconciliations for 2023/24 to date
- b) To hear report from Clerk on progress with interim audit by internal auditor
- c) To note National Pay Award for 2023/24 agreed and back dated to 1 April 2023 (£1 per hour rise for Clerk)
- d) To note outcome of prior 2024/25 budget discussion meeting and proposed precept request to LDC (by deadline of 19th January)
- e) To hear update on latest grazing licence from October
- f) To hear any update on banking – Required revisions to PC's bank mandate; internet banking

21. Date of next meeting – Wednesday 3rd January

Burial Ground Committee meeting to be held at 7.00pm with main PC meeting to follow at 7.30pm (approximately).

Agendas to be issued before Christmas.