

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 28<sup>th</sup> AUGUST 2024  
AT 7 PM AT COLTON VILLAGE HALL**

**(MOVED FROM 4<sup>th</sup> SEPTEMBER TO ENSURE A QUORUM)**

**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 meeting held on 3<sup>rd</sup> July
4. To note the resignation of Councillor Lynne Richardson on 27<sup>th</sup> July
5. To co-opt new councillor Richard Monbiot (postponed from July meeting)
6. To receive his Declaration of Acceptance of Office
7. Chairman's Announcements
8. Payments
  - a) To note the following payment confirmed at July meeting:
    - i) Petty cash – Cllr G Edwards – Barrier tape and bin liners for Summer Festival (15.64) plus VAT (3.13) £18.77
  - b) To ratify the following payments for August approved by email:
    - i) 2024 TGM – Grass cutting in June – Village Hall, 1 cut (95.85); Closed Burial Ground, 2 cuts (94.56), Stockwell Heath, 2 cuts (63.04); Bridge to B5013, 1 cut (73.44); Corner by Vicarage, 1 cut (25.50); Heathway footpath, 1 cut (47.28) plus VAT (79.94) - (Total bill 479.61); Grass cutting in July – Village Hall, 2 cuts (191.70); Closed Burial Ground, 1 cut (47.28); Stockwell Heath, 2 cuts (63.04) plus VAT (60.41) - (Total bill 362.43) £842.04
    - ii) 2025 M B Contracts – Removing fallen tree by brook bridge and strimming footpaths by side of brook for duck race, further down footpath and footpath to Rugeley (200.00) plus VAT (40.00) £240.00
    - iii) 2026 Alison James – Clerk's salary, August (356.93) Home working expenses, 4 weeks, 6 July – 9 Aug less 1 week on leave (16.00); Reimbursement for bank payment to magazine delivery girl made on 31 July for August delivery (20.00); £392.93
    - iv) 2027 Vision ICT Ltd – Website hosting & support, Oct24 – Sep25 (134.38) plus VAT (26.88) £161.26

(Total of payments at b) above is £1,636.23)

- c) To approve the following payments for September:
  - i) 2028 Alison James – Clerk's salary, September (356.93) Home working expenses, 4 weeks, 10 Aug – 6 Sep (16.00); Reimbursement for bank payment to

		magazine delivery girl set up for 28 August for September delivery (20.00);	£392.93
ii)	2029	HMRC – Payroll taxes, Q2, July - Sept	£295.19
iii)	2030	TGM – Grass cutting in August – invoice expected after issue of agenda	t.b.c.
iv)		Petty cash – Cllr N Parry – Green dog poop bags for village dispensers (9.92) plus VAT (1.99)	£11.91

(Total of new payments for approval at c) above is £700.03 plus TGM invoice t.b.c.).

#### 9. Planning Matters

- a) To note any applications received and make observations to the Planning Authority: None notified by time of issue of agenda
- b) To report on any recent decisions of the Planning Authority: None notified by time of issue of agenda

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

- a) To report on new issues or progress and agree any action required:
  - i) Flooding and highways maintenance - Drain near bridge on Bellamour Way; Hollow Lane
  - ii) SCC flood resilience projects
  - iii) Road closures – any further issues
  - iv) Grass cutting programme and overgrown verges
  - v) Pavement on High St near Littlehay Manor – emails from parishioners
  - vi) Improving the appearance of the parish and any jobs for parish handyperson
  - vii) Litter picking
  - viii) Bridleway issues reported by parishioner on 31<sup>st</sup> July
  - ix) Issue of speeding in the village raised by parishioners - Proposed purchase and installation of speed detection device

#### 11. To discuss accounts and conclusions from wash up meeting on the Colton Summer Festival in June and plans for future

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

Follow up on draft Engagement Plan circulated by Noel Talbot

#### 13. Correspondence

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

- a) SCC Highways – Road closure by Trent Valley railway bridge overnight from 10pm on Friday 30<sup>th</sup> August to 5am on Saturday 31<sup>st</sup> (Email, details put on Facebook)
- b) SCC Highways – Road closure notice for 16<sup>th</sup> - 18<sup>th</sup> September for Hollow Lane for tree maintenance works (Email, circulated to cllrs and magazine editor)
- c) SCC Highways – Temporary road closure notice from 14<sup>th</sup> October for 2 days up to 5 days, on Blithbury Road from Hadley Gate to junction with B5013 Colton Rd for highways drainage works (Email, sent to magazine editor)
- d) SCC Highways – Temporary road closure notice for 28<sup>th</sup> October, potentially until 1<sup>st</sup> November, on Blithbury Rd from junction with B5013 Colton Rd for 200m for gas service works (Email, sent to magazine editor)
- e) SCC Highways – Temporary road closure notice affecting Blithbury Rd, Hollow Lane and Stoneyford Lane but not clear when or where! (Email)

- f) LDC – Invitation and then minutes of Parish Network meeting on 24<sup>th</sup> July for parish councils to exchange views/discuss common issues, as a replacement for the Parish Forum (Emails, circulated to cllrs)
- g) VHMC – Agenda and request for PC representatives for Colton Village Hall AGM on Thursday 26<sup>th</sup> September at 7.30pm (Email, circulated to cllrs)
- h) SCC – Information about development of its new Communities Strategy and online sessions held in August with town and parish councils (Email, circulated to cllrs)
- i) SCC – Information about re-opened Climate Action Fund (Email, circulated to cllrs)
- j) SPCA/SCC – Information about meeting in Stafford on Weds 20th September, 1pm-3pm approx., to discuss strategic approach for Local Transport Plan (Email, circulated to cllrs)
- k) SLCC Staffs branch – Draft list of contractors used by member councils, to be added to and recirculated on ongoing basis, to help others seeking alternative suppliers to approach for quotes (Email)
- l) CPRE – Newsletter including details of ‘Making effective planning representations’ webinar for parish councils on Tues 24<sup>th</sup> September 6-8pm
- m) SPCA – Various correspondence including new County Officer, possible action re rural speed limits, Local Transport Plan, proposed changes to Planning system and NALC survey on community safety initiatives (completed by Clerk) (Emails, mainly circulated to cllrs)

#### 14. Committees

To note any update from the Burial Ground Committee

#### 15. Finance and audit

- a) To hear any update on banking arrangements
- b) To review draft Model Publication Scheme for Colton

#### 16. Parish Council matters

- a) To review the tree inspection report and agree any follow up action required
- b) To agree arrangements for renewing the grazing licence
- c) To discuss future arrangements for PC mobile

#### 17. Date of next meeting – Wednesday 2<sup>nd</sup> October at 7pm