

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 4TH DECEMBER 2024
AT 7 PM (APPROXIMATELY, TO FOLLOW BUDGET DISCUSSION MEETING
STARTING AT 6.15PM) 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 meeting held on 6th November

4. Chairman's Announcements

5. Payments

- a) To confirm the following payment agreed at the November meeting:
 - i) 2043 Colton Parish Council – To transfer adequate working funds to new Lloyds Bank current account, once opened, pending closure and transfer of funds from NatWest reserve accounts £5,000.00
- b) To approve the following payments:
 - i) 2044 M B Contracts – Strimming on High Street & other work (150.00) plus VAT (30.00) £180.00
 - ii) 2045 Colton Village Hall – Room hire for 6 meetings from June to December £90.00
 - iii) 2046 Information Commissioner – Annual data protection registration fee from 7/1/25 £40.00
 - iv) 2047 Alison James – Clerk's salary, December (370.96); Home working expenses, 4 weeks, 9 Nov – 6 Dec (16.00); Reimbursement for bank payment to magazine delivery girl on 28 Nov for December delivery (20.00) £406.96
 - v) 2048 HMRC payroll taxes, Q3, Oct-Dec, £326.77
 - vi) 2049 TGM – Grounds maintenance in October & November – Village Hall, 1 cut (95.85); Closed BG, 1 cut (47.28) plus strim of overgrown area (63.00) and hedge cutting (94.55) plus VAT (60.14) £360.82

(Total of new payments for approval at b) above is £1,404.55).

6. 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) 24/00515/COUM (Change of use (Major)) – Border Collie Trust GB, Narrow Lane, Colton – Section 73 application to vary condition 9 of permission 23/01096/COUM relating to time restrictions on walking of dogs – Approved

- c) To hear any update on planning application for Moreton Brook Solar Farm off Lea Lane in Blithfield parish (East Staffs Borough Council ref. P/2024/00696)

7. Highways, Footpaths and Open Spaces

- a) To report on new issues or progress and agree any action required:
 - i) Flooding and highways maintenance - Hollow Lane flood and further correspondence from parishioner; Drain near bridge on Bellamour Way; Poor state of Newlands Lane
 - ii) SCC flood resilience projects
 - iii) New SCC Environment team – Any action on jobs requested
 - iv) Improving the appearance of the parish and any progress with finding parish handy person
 - v) Litter picking
 - vi) Issue of speeding in the village raised by parishioners - Request to SCC for speed survey

8. To discuss any further progress with arrangements for Colton Summer Festival on 28 June 2025

9. Correspondence

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

- a) SCC – Further email about their 'Road safety for mature road users' initiative, offering a talk to a mature-focused group in the parish and seeking parish council support (Email)
- b) SPCA – Various correspondence including webinar about Parish Council Domains Helper Service on 3rd December and NALC response to budget increase in employer national insurance (Emails, mainly circulated to cllrs)
- c) CPRE – Autumn/Winter newsletter, including online training session on Thursday 23rd January 6-8pm, on 'How parish councils can make effective planning representations' (Email)

10. Committees

To hear any update from the Burial Ground Committee

11. Finance and audit

- a) 2024/25 accounts - To receive report of receipts and payments compared to budget for April to November (provisional)
- b) 2024/25 accounts – To receive bank reconciliation to end September
- c) To hear feedback from interim audit on 18 November
- d) To hear update on process and costs for potential move to gov.uk domain and email addresses
- e) To approve precept request for 2025/26 to be submitted to LDC, as discussed in prior budget meeting
- f) To hear update and sign paperwork for switch of banking to Lloyds

12. Parish Council matters

- a) To hear update on renewal of the grazing licence

13. Date of next meeting – Thursday 2nd January

(Timings to be confirmed – PC meeting at 7.30pm (approximately) to be preceded by Burial Ground Committee meeting at 7pm)