

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 5TH FEBRUARY 2025
AT 7 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 meeting held on 2nd January
4. Chairman's Announcements
5. Payments
 - a) To approve the following payments:
 - i) 2051 N Parry – Reimbursement for dog poop bags for village dispensers (21.75) plus VAT (4.35) £26.10
 - ii) 2052 Alison James – Clerk's salary, February (370.96); Home working expenses, 5 weeks, 4 Jan – 7 Feb (20.00); Reimbursement for bank payment to magazine delivery girl on 28 Jan for February issue (20.00) £410.96
 - iii) 2053 Information Commissioner – Annual data protection registration fee from 7/1/25 (Replacement for cheque 2046 as apparently posted cheque has not arrived and renewal is now overdue) £40.00
 - iv) 2054 TGM – Gritting of roads on several occasions in January, as arranged by councillors (Invoice expected after issue of agenda) Amount t.b.c.
6. Planning Matters
 - a) To note any applications received and make observations to the Planning Authority:
 - i) 25/00038/COU – Colton Mill Farm, Blithbury Rd, Colton - Conversion of existing milking shed into a single dwelling and associated works
 - ii) 25/00067/FUH – Pool Farm, Newlands Lane, Stockwell Heath – Conversion and extension of existing garage to form dwelling (annexe to existing dwelling)
 - b) To report on any recent decisions of the Planning Authority:
 - i) 24/01075/FUH – 7 Martlin Lane, Colton – Installation of 2 roof lights to rear elevation - 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 flooding and Highways completed work report; Drain near bridge on Bellamour Way; Pothole on Bellamour Way opposite school; Impact of January flooding; Roundabout at bottom of High St

- ii) Items raised by parishioner discussed under Chairman's Announcements at January meeting – State of Newlands Lane and potential clearing of ditches; Potholes on Moor Lane; Request to HS2 to maintain its hedges
- iii) Update email from Highways about revamped pothole reporting system
- iv) SCC flood resilience projects
- v) Improving the appearance of the parish and any progress with work by a parish handyperson
- vi) Litter picking
- vii) Issue of speeding in the village raised by parishioners – Any progress with purchase/installation of electronic monitoring device; Potential SCC speed survey
- viii) Rights of way maintenance including Hollow Lane stiles

8. To discuss plans for Colton Summer Festival on 28 June 2025

9. Correspondence

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

- a) LDC – Next Parish Network Group meeting to be held on Thursday 27th February at 7pm at Alrewas Village Hall (Email)
- b) SPCA – Various bulletins including Health and Wellbeing How To Guide and free webinar sessions and potential county-wide SIDs initiative (Emails, mainly circulated to cllrs)
- c) SCC – A reminder about the terms of receiving funding from its Community Fund (Grant from County Cllr Richard Cox for Colton Festival 2024) and need to retain records for potential audit (Email - Clerk acknowledged and sent copy of Festival accounts)
- d) SLCC – Consultation on 'Strengthening the Standards and Conduct Framework for Local Authorities in England' (Email, circulated to cllrs)
- e) LDC – Enquiry as to whether there are any community gardens in Colton growing fresh produce, as part of Lichfield Food Partnership Network (Email)
- f) Connect Fibre – Update on Project Gigabit in North East Staffordshire as part of the Government's rollout of fast, reliable broadband especially to rural areas (Email, circulated to cllrs)

10. Committees

To hear update from the Burial Ground Committee including new parishioner member

11. Finance and audit

- a) To confirm precept request of £19,000 for 2025/26 submitted to LDC
- b) To hear progress on any action required after 2024/25 interim audit – Letter from Internal Auditor confirming independence; Documents from Clerk for retention by Chair or another councillor on behalf of PC
- c) To review the council's risk assessment
- d) To hear update on switch of banking to Lloyds and agree next steps

12. Parish Council matters

- a) To discuss how to seek improved signage for Village Hall, as raised by Cllr R Monbiot on behalf of VHMC

- b) To discuss arrangements for Parish Assembly to be held before PC meeting on Wednesday 2nd April

13. Date of next meeting – Wednesday 5th March at 7.30pm (approximately, to follow Burial Ground Committee meeting starting at 7pm)