

COLTON PARISH COUNCIL MEETING, WEDNESDAY 5TH MARCH 2025
AT 7.30 PM APPROXIMATELY (TO FOLLOW BURIAL GROUND
COMMITTEE MEETING STARTING 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 5th February
4. Chairman's Announcements
5. Payments
 - a) To confirm details of payment agreed at last meeting:
 - i) 2054 TGM – Gritting of roads on 3 occasions in January, as arranged by councillors (285.00) plus VAT (57.00) £342.00
 - b) To approve the following payments (either as cheques from existing NatWest account or as electronic payments from new Lloyds account, depending on progress):
 - i) 2055 or EP1 with payment date of 14 March:
J Flint – Clear pavement & overgrowth etc on part of right hand side of High St £250.00
 - ii) 2056 or EP2 with payment date of 14 March:
Colton Village Hall – Room hire, Jan-March £45.00
 - iii) 2057 or EP3 with payment date of 28 March:
Alison James – Clerk's salary, March (370.96); Home working expenses, 4 weeks, 8 Feb – 7 Mar (20.00); Reimbursement for bank payment to magazine delivery girl on 27 Feb for March issue (20.00) £410.96
 - iv) 2058 or EP4 with payment date of 31 March:
HMRC – Payroll taxes, Q4 Jan-Mar £305.72
6. Planning Matters
 - a) To note any applications received and make observations to the Planning Authority:
 - i) 25/00174/FUH – School Cottage, Bellamour Way, Colton – Single and two storey side and rear extensions
 - b) To report on any recent decisions of the Planning Authority: None notified by time of issue of agenda
 - 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 – SCC investigations on Hollow Lane flooding and flooding by brook bridge; Drain near bridge on Bellamour Way; Pothole on Bellamour Way opposite school; Roundabout at bottom of High St; Blocked drain near Bellamour Corner
 - 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) Improving the appearance of the parish and any progress with work by a parish handyperson
 - iv) Litter picking
 - v) Issue of speeding in the village raised by parishioners – Any progress with purchase/installation of electronic monitoring device or potential SCC speed survey
 - vi) Rights of way maintenance including Hollow Lane stiles
 - vii) Items raised by parishioner under Public Participation at February meeting – Overgrown hedge on Bellamour Way; Request for dropped kerbs by brook bridge

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) Parishioner – Email of 22/2 asking if PC has any plans to mark the 80th anniversary of VE Day on 8th May (Email, circulated to cllrs)
- b) SPCA – Various bulletins including plans and timescale for local government reorganisation in Staffordshire and free rural-themed seminar on 5th March (Emails, mainly circulated to cllrs)
- c) LDC – Agenda and previous minutes for Parish Network meeting on 27th February (Email, circulated to cllrs)
- d) LDC – Information about a community led research project on community safety and invitation for volunteers to get involved (Email, circulated to cllrs and taken up with LDC)
- e) Keep Britain Tidy – The Great British Spring Clean between 21 March and 6 April (Email, circulated to cllrs)
- f) TGM – Insurance certificates for 2025 season (Email)
- g) Blithfield PC – Enquiry about contractors used to install village gateway signs as they plan to install some on B5013 Admaston Rd (Email; Clerk replied)
- h) Staffs Community Foundation – Best Kept Village competition 2025 update, with entries opening 1st March (Email)
- i) LDC – Invitation to councillors from LDC Chair to Civic Service on Sunday 23rd March (Email, circulated to cllrs)

10. Committees

To hear update from the prior Burial Ground Committee meeting

11. Finance and audit

- a) To receive report of receipts and payments compared to budget for 2024/25 year to date

- b) To agree any earmarking of funds at end of 2024/25 financial year
- c) To hear progress on any action required after 2024/25 interim audit – Any further discussion on Clerk's employment contract; Data protection notice
- d) To hear progress on actions in council's approved risk assessment document including update of version on PC website and proposed review at April, July, October 2025 and February 2026 meetings (if required)
- e) To hear update on switch of banking to Lloyds and agree next steps e.g. Potential savings accounts for reserves; Closure of NatWest account
- f) To hear update on review of financial regulations against NALC model template

12. Parish Council matters

- a) To discuss progress with improved signage for Village Hall, raised by Cllr R Monbiot on behalf of VHMC
- b) To instigate arrangements for Parish Assembly to be held before PC meeting on Wednesday 2nd April including circulating Annual Report

13. Date of next meeting – Wednesday 2nd April at 7.30pm approximately (to follow Parish Assembly meeting starting at 7pm t.b.c.)