

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 2<sup>nd</sup> APRIL 2025 AT COLTON VILLAGE HALL**

**PARISH ASSEMBLY MEETING/PUBLIC PARTICIPATION FROM 7PM UNTIL 7.30PM**

**(No member of the public may address the meeting hereafter)**

**BUSINESS AGENDA FROM 7.30PM**

1. To note attendance and receive apologies for absence

2. To receive declarations of interest

3. To approve minutes of meeting held on 5<sup>th</sup> March

4. Chairman's Announcements

5. Payments

a) To confirm details of payments agreed at last meeting (all paid, or to be paid, electronically from new Lloyds bank account):

i) 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) EP2 with payment date of 14 March:  
Colton Village Hall – Room hire, Jan-March £45.00

iii) EP3 with payment date of 28 March:  
Alison James – Clerk's salary, March  
(370.96); Home working expenses, 4 weeks,  
8 Feb – 7 Mar (corrected to 16.00);  
Reimbursement for bank payment to magazine  
delivery girl on 27 Feb for March issue  
(20.00) Total corrected to £406.96

iv) EP4 with payment date of 31 March:  
HMRC – Payroll taxes, Q4 Jan-Mar £305.72

b) To approve the following payments:

i) EP5 with payment date of 25 April:  
G Barlow – Delivery of May parish magazine £20.00

ii) EP6 with payment date of 30 April:  
Alison James – Clerk's salary, April  
(370.96); Home working expenses, 4 weeks,  
8 Mar – 4 Apr (16.00); Reimbursement for bank  
payment to magazine delivery girl on 27 Mar  
for April issue (20.00); Reimbursement for  
black XL printer cartridge (£21.64 plus £4.33  
VAT); BGC Clerk salary, 1 Jan – 31 Mar (137.50)  
less tax (27.50) £542.93

iii) EP7 with payment date of 16 April:  
Colton Burial Ground Admin Committee – Funds  
for 2025/26 for ongoing maintenance £1,000.00

(Total of new payments above for approval is £1,562.93)

## 6. Planning Matters

- c) To note any applications received and make observations to the Planning Authority:
  - i) 25/00211/LBC – Lower Newlands Farm, Newlands Lane, Blithbury – Works to listed building to enable repairs to the chimneys, roof and rainwater goods, localised repointing of external elevations including isolated brick replacements, isolated internal plaster repairs, window repairs and the introduction of secondary glazing – Received after issue of March agenda, discussed briefly at March meeting and no comments raised. LDC consultation deadline has now passed.
- d) To report on any recent decisions of the Planning Authority:
  - i) 25/00067/FUH – Pool Farm, Newlands Lane, Stockwell Heath – Conversion and extension of existing garage to form dwelling (annexe to existing dwelling) - Approved
- e) 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)
- f) To consider parishioner email re additional caravan on Moor Lane

## 7. Highways, Footpaths and Open Spaces

- g) To report on new issues or progress and agree any action required:
  - i) Flooding and highways maintenance including SCC investigations on Hollow Lane flooding and flooding by brook bridge
  - 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 further work for 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 – any issues
  - vii) Overgrown hedge on Bellamour Way
  - viii) Suggestion from parishioner for priority road sign at brook bridge

## 8. To discuss plans for Colton Summer Festival on 28 June 2025 including donation offered by PLT

## 9. Correspondence

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

- a) SCC Highways – Temporary road closure on Newlands Lane (about 1,000m from junction with B5014 Uttoxeter Rd) on Thursday 15<sup>th</sup> May (Email, sent to magazine editor)
- b) SCC – Request for article for SCC publicity about how their Community Fund grant for the Colton Festival 2024 was used & benefits achieved (Email, circulated to cllrs)
- c) SPCA – Various bulletins including Supportive Communities training & health data webinars (Emails, mainly circulated to cllrs)

## 10. Committees

To hear any update from the Burial Ground Committee

#### 11.Finance and audit

- h) 2024/25 accounts – To note the requirement for completion and approval of the Annual Government and Accountability Return (AGAR) and related documentation by end June
- i) To hear progress on actions required after 2024/25 interim audit – Any further discussion on Clerk's employment contract and insurance issues raised; Data protection notice
- j) 2025/26 accounts – To note provision of new bank details to LDC for their precept payment due on 16 April
- k) To hear progress on actions in council's approved risk assessment document
- l) To hear update on switch of banking to Lloyds and agree next steps e.g. Potential savings accounts for reserves; Closure of NatWest account

#### 12.Parish Council matters

- m) To discuss progress with improved signage for Village Hall, raised by Cllr R Monbiot on behalf of VHMC
- n) To consider any issues raised at prior Parish Assembly meeting or in correspondence

#### 13.Date of next meeting – Rearranged to Thursday 15 May (to ensure quorum) and consisting of Annual Meeting and then main Parish Council meeting