

COLTON PARISH COUNCIL MEETING, WEDNESDAY 4th JUNE 2025 AT 7.30PM APPROXIMATELY (TO FOLLOW BURIAL GROUND COMMITTEE MEETING STARTING AT 7PM) 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 Annual Meeting and main PC meeting held on 15th May
4. Chair's Announcements
5. Payments
 - a) To approve the following payments:
 - i) EP14 with payment date of 26 June:
G Barlow – Delivery of July parish magazine £20.00
 - ii) EP15 with payment date of 30 June:
Alison James – Clerk's salary, June (370.96); Home working expenses, 3 weeks, 17 May – 6 June (12.00) £382.96
 - iii) EP16 with payment date of 30 June:
HMRC – Payroll taxes for Q1 Apr – Jun, consisting of Tax (305.72) and Employer NI contributions (41.63) £347.35
 - iv) EP17 with payment date of 11 June:
J Flint – Clearing weeds and general tidy up of area around Village Hall and play area £100.00
 - v) EP18 with payment date of 11 June:
K Squires – Internal audit 24/25 £155.00
 - vi) EP19 with payment date of 11 June:
Cllr G Edwards – Reimbursement for dog poop bags (8.99) and Festival banner (45.83) plus VAT (9.17) £63.99

(Total of new payments above for approval is £1,069.30)

6. Planning Matters

- a) To note any applications received and make observations to the Planning Authority:
 - i) 25/00645/CL – Old Wood Farm, 6 Blithbury Road, Colton – Certificate of Lawfulness (Existing): Confirmation that planning permission 23/01184/COU has been lawfully implemented

- b) To report on any recent decisions of the Planning Authority: None received 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) and any feedback from Stowe-by-Chartley PC on meeting about concerns for all the solar farms in planning.

7. Highways, Footpaths and Open Spaces

- a) 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 – Arrangements for community litter pick
 - 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) Overgrown hedges on Bellamour Way and on Heathway
 - vii) Suggestion from parishioner for priority road sign at brook bridge
 - viii) Email of 18 May from parishioner requesting the PC adopt a 'No mow May' policy in 2026 for the verges approaching the village

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

9. To hear update on request from VHMC for PC to fund maintenance of garden areas at Village Hall, particularly near play area

10. Correspondence

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

- a) SPCA – Various bulletins including online briefing about Local Government Reorganisation, information about Staffordshire Playing Fields Association (sent to VHMC) and request to check and update PC entry on SCC website (Emails, mainly circulated to cllrs)
- b) LDC – Next meeting of Parish Network Group on Monday 30th June at 7pm at Chase Terrace Community Centre, with minutes of previous meeting (Email, circulated to cllrs)

11. Committees

To hear any update from the prior Burial Ground Committee meeting

12. Finance and audit

- a) To receive the final report of receipts and payments compared to budget for 2024/25 and the bank reconciliation at 31st March 2025
- b) To note the letter of Conclusion of Internal Audit for 2024/25 from Kim Squires and the Annual Internal Audit Report 2024/25, forming page 4 of the Annual Governance and Accountability Return (AGAR)
- c) To complete and approve the Annual Governance Statement 2024/25, forming Section 1 of the AGAR

- d) To approve the Accounting Statements 2024/25, forming Section 2 of the AGAR
- e) To approve the Certificate of Exemption (AGAR 2024/25 Form 2 page 3) for submission to the external auditors by 30th June
- f) To note the proposed Period for the Exercise of Electors' Rights
- g) To note the transparency requirements for reports including the AGAR to be displayed on the PC website
- h) To agree the appointment of an internal auditor for 2025/26
- i) To hear any update on banking including adding R Monbiot as additional signatory on Lloyds account and closure of NatWest accounts

13.Parish Council matters

- a) To discuss any progress with improved signage for Village Hall, raised by Cllr R Monbiot on behalf of VHMC

14.Date of next meeting – Wednesday 2 July at 7pm