

## **COLTON PARISH COUNCIL MEETING, WEDNESDAY 2<sup>nd</sup> JULY 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 meeting held on 4<sup>th</sup> June

4. Chair's Announcements

5. Payments

a) To confirm the final details of all payments approved at the June meeting (following issues with online access and authorisation in sufficient time):

i) EP14 – Cancelled. Paid instead by Clerk personally and included in July pay and expenses claim.  
(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 – Cancelled. Replaced by Lloyds cheque 000001.  
J Flint – Clearing weeds and general tidy up of area around Village Hall and play area (£100.00) and additional payment for first regular weeding/tidying session on 4 June (30.00) £130.00

v) EP18 with revised payment date of 30 June:  
K Squires – Internal audit 24/25 £155.00

vi) EP19 with revised payment date of 30 June:  
Cllr G Edwards – Reimbursement for dog poop bags (8.99) and Festival banner (45.83) plus VAT (9.17) £63.99

b) To approve the following payments:

i) EP20 with payment date of 28 July:  
G Barlow – Delivery of August parish magazine £20.00

- ii) EP21 with payment date of 31 July:  
 Alison James – Clerk’s salary, July (370.96)  
 Home working expenses, 3 weeks, 7 June –  
 4 July excl. 1 week leave (12.00); Payment to  
 magazine delivery girl set up for 26 June to  
 replace cancelled electronic payment (20.00);  
 Reimbursement for set of 4 colour XL printer  
 cartridges ordered 24 June (55.08) plus VAT  
 (11.02); BGC Clerk salary for 1 April - 30 June  
 (137.50) less tax (27.50) £579.06
- iii) EP22 with payment date of 16 July:  
 Cllr N Parry – Reimbursement for rubbish bag  
 stand/holder for Festival (32.97) plus VAT (6.59) £39.56
- iv) EP23 with payment date of 16 July:  
 Trent Grounds Maintenance – Grass cutting in  
 May – Closed BG, 2 cuts (96.00), Village Hall,  
 1 cut (97.29), Stockwell Heath, 2 cuts (64.00),  
 Heathway footpath, 1 cut (48.00) plus VAT  
 (61.05) £366.34
- v) EP24 with payment date of 16 July:  
 Colton Village Hall – Hire of hall for Festival on  
 28 June, 10am – 10pm £210.00
- vi) EP25 with payment date of 16 July:  
 Cllr N Talbot – Reimbursement for payment to  
 band for Festival evening performance (400.00);  
 Reimbursement for balance paid for Festival bouncy  
 castle hire £ t.b.c.
- vii) EP26 - Payment date and amount to be confirmed:  
 J Flint – Clearing weeds and tidying area  
 around Village Hall and play area (Visits  
 since 4 June) £ t.b.c.

(Total of new payments for approval at item 5 b) is £1,214.96 plus additional amounts to be confirmed).

- c) To approve the following payments in principle for August (as no council meeting to be held), with final details to be circulated to councillors by email and ratified at September meeting:
  - i) J Flint for additional gardening at Village Hall
  - ii) Clerk’s salary and expenses for August
  - iii) Magazine delivery for September issue
  - iv) Trent Grounds Maintenance for June, and possibly July, grass cutting including additional cutting for Festival

## 6. Planning Matters

- a) To note any applications received and make observations to the Planning Authority:

- i) 25/00693/FUH – 27 High Street, Colton – Demolition of existing front and rear conservatories, construction of porch, extensions to the front and rear and construction of a pitched roof over existing garage
- d) To report on any recent decisions of the Planning Authority: None received by time of issue of agenda
- 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) 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
  - v) Speeding issue in the village raised by parishioners and speeding on Admaston Road and recent accidents – Any progress with purchase/installation of electronic monitoring device, potential SCC speed surveys or other action
  - 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 – follow up on initial discussions and email of 14 June from another parishioner commenting about untidiness of village
  - ix) Issue with a public footpath sign at Stockwell Heath

## 8. To consider feedback and any outstanding issues after Colton Summer Festival on 28 June

## 9. Correspondence

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

- a) LDC – Arrangement of annual inspection of Village Hall play area (Email; confirmed by VPMC that it is required and PC to be invoiced)
- b) SCC – Temporary road closure notice for Tuesday 1<sup>st</sup> to Thursday 3<sup>rd</sup> July on Bellamour Lane (from outside Middle Cottage to near Colwich Lodge) for full fibre installation works (Email, summary posted on Residents' Facebook page)
- c) SCC – Temporary road closure notice for Monday 7<sup>th</sup> July for Moor Lane, Hamley Heath (outside Rose Cottage) for pole replacement works (Email, summary posted on Residents' Facebook page)
- d) SCC – Temporary road closure notice for overnight on Friday 15<sup>th</sup> August (into Saturday 16<sup>th</sup> August) 8pm – 6am, on B5013 Colton Road between roundabout on Rugeley Bypass and Blithbury Road for vegetation clearance (Email, sent to parish magazine editor and summary posted on Residents' Facebook page)

- e) Woodland Trust – Invitation to apply for free tree packs to plant for the community, offering deliveries of various tree types in early November (and March) (Email, circulated to cllrs)
- f) NALC – Various bulletins including update that government has accepted value of remote/hybrid meetings and proposes to amend legislation to allow it (Emails)
- g) SPCA – Various bulletins including campaign pack against the Government's decision to stop support and funding for Neighbourhood Plans, new edition of 'Local Councils Explained' and YouTube video of briefing on Local Government Reorganisation (Emails, mainly circulated to cllrs)

#### 10. Committees

To hear any update from Burial Ground Committee

#### 11. Finance and audit

- a) 2024/25 accounts – To note the submission of the Certificate of Exemption to external auditors Forvis Mazars, the availability of the Annual Governance and Accountability Return (AGAR) and other related information on the PC website and the current period for the Exercise of Electors' Rights
- b) To note the acceptance of appointment by Kim Squires as internal auditor for 2025/26
- c) To hear any update on banking including adding R Monbiot as additional signatory on Lloyds account, statements and invoices to go paper-free and closure of NatWest accounts

#### 12. Parish Council matters

- a) To discuss any progress with improved signage for Village Hall, raised by Cllr R Monbiot on behalf of VHMC
- b) To consider any possible nominees as replacement PC representative on Parish Lands Trust

13. Date of next meeting – Wednesday 3<sup>rd</sup> September at 7pm (No meeting in August)