

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 1<sup>st</sup> OCTOBER AT 7.30 PM APPROXIMATELY (TO FOLLOW A 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 meeting held on 3<sup>rd</sup> September
4. Chair's Announcements
5. Payments

a) To confirm the following payments approved for September:

- i) EP36 with payment date of 25 September:  
G Barlow – Delivery of October parish magazine £20.00
- ii) EP37 with payment date of 30 September:  
Alison James – Clerk's salary, September, after National Pay Award (382.83); Net back pay for Apr - Aug (59.36); Home working expenses, 4 weeks, 9 Aug – 5 Sep (16.00); Reimbursement for payment to magazine delivery girl on 28 Aug for September issue (20.00) £478.19
- iii) EP38 with payment date of 30 September:  
HMRC – Payroll taxes for Q2, Jul – Sep, consisting of taxes (323.53) and Employer NI (54.99) £378.52
- iv) EP39 with payment date of 25 September:  
St Mary's Church – PC contribution to printing of parish magazine in 2025 £1,485.00

(Total of payments approved was £2,361.71. Additionally, Lloyds bank service charges of £4.25 were debited on 19 September).

b) To approve the following payments for October:

- i) EP40 with payment date of 28 October:  
G Barlow – Delivery of November parish magazine £20.00
- ii) EP41 with payment date of 17 October:  
CPRE – Annual membership to November 2026 £29.00  
(or additional donation)
- iii) EP42 with payment date of 17 October:  
SLCC – Annual membership for Clerk to 30 September 2026 £150.00
- iv) EP43 with payment date of 17 October:  
Trent Grounds Maintenance – Grass cutting in August - Village Hall, 1 cut (97.29); Closed Burial Ground, 2 cuts (96.00); Stockwell Heath, 2 cuts (64.00) plus VAT (51.45) £308.74

- v) EP44 with payment date of 31 October:  
 Alison James – Clerk’s salary, October (382.83);  
 Home working expenses, 4 weeks, 6 Sep – 3 Oct  
 (16.00); Burial Ground Clerk salary, Jul-Sep  
 (137.50) less tax (27.50); Reimbursement for  
 2 year McAfee LiveSafe Unlimited Devices  
 subscription to 12 Sept 2027 (97.49) plus VAT  
 (19.50); Reimbursement for PC poppy wreath  
 & delivery (20.41) plus VAT (4.08) £650.31
- vi) EP45 with payment date to be agreed:  
 Alison James – Purchase of new PC Clerk’s laptop  
 and any related software and IT support (t.b.c.)

(Total of payments 5 b) i) to v) for approval is £1,158.05)

## 6. Planning Matters

- a) To note any applications received and make observations to the Planning Authority: None notified by time of issue of agenda
- 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) and any further developments regarding solar farms in planning.
- d) To consider any action regarding storage containers noticed on Colton Road near Fogg Cottages

## 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 of culvert under Bellamour Way, Hollow Lane drainage and potential community meeting to co-design flood mitigation
  - ii) Items raised previously by parishioner – State of Newlands Lane; Request to HS2 to maintain its hedges
  - iii) Improving the appearance of the parish including clarifying mowing responsibilities
  - iv) Speeding issue in the village raised by parishioners and speeding on Admaston Road and recent accidents – Update re electronic monitoring device and other alternatives such as SCC speed survey or other action for Bellamour Way; Outcome of meeting arranged by County Councillors with Deputy Police Commissioner to discuss B5013 speeding held on site on 12<sup>th</sup> September
  - v) Overgrown hedge on Bellamour Way – Highways response to parishioner’s report
  - vi) Suggestion from parishioner for priority road sign at brook bridge
  - vii) To agree arrangements for additional road gritting in the parish for the coming winter

## 8. To consider any update on Colton Summer Festival including SCC Community Funding received

## 9. To hear any further update on Parish Magazine printing and related costs

10.To discuss any arrangements for Remembrance Sunday including road closure and PC wreath

11.Correspondence

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

- a) Email from Clerk of Kings Bromley PC – Concerns and questions about reorganisation of local policing areas in Lichfield District and Tamworth Borough to larger areas for PCSOs to cover (Email)
- b) SCC – Temporary road closure notice for Blithbury Road, from its junction with Hollow Lane to its junction with B5013 Colton Rd, from Monday 20<sup>th</sup> October to Friday 28<sup>th</sup> November for water main renewal works (Email, details posted on Facebook residents page)
- c) LDC and VHMC – Arrangements for annual play area inspection, now likely to be late October or November (Emails)
- d) LDC – Delivering faster planning decisions for Lichfield District (Email)
- e) LDC – Invitation to Parish Network meeting on 30<sup>th</sup> September including LDC Planning Officer Kerry Challoner to discuss general planning matters (Email)
- f) SPCA and NALC – Various bulletins including training courses on An Introduction to Artificial Intelligence and on Data Protection; SCC's proposals for Staffordshire for Local Government Reorganisation; Invitation to SPCA AGM and programme of speakers and exhibitors for all parish councils on Monday 24<sup>th</sup> November in Uttoxeter; new Health and Wellbeing Officer and a reminder about SPCA's Health and Wellbeing Toolkit for town and parish councils (Emails, mainly circulated to cllrs)

12.Committees

To hear any update from Burial Ground Committee meeting held prior to this meeting including any request for further funding

13.Finance and audit

- a) To hear any update on banking including adding R Monbiot for internet access to Lloyds account and closure of NatWest accounts
- b) To consider any update on arrangements for agreed donation for memorial snowdrops to be planted in village
- c) To consider PC arrangements for grounds maintenance in 26/27 and beyond, particularly for the burial grounds
- d) To consider any update regarding replacement of PC laptop and software
- e) To hear update on renewal of grazing licence

14.Other 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 response from Parish Lands Trust regarding nominee for PLT and role of PC representatives
- c) To consider future arrangements for maintenance of the parish defibrillators
- d) To hear any update on possibility of remote or hybrid meetings for parish councils

15.Date of next meeting – Wednesday 5<sup>th</sup> November at 7pm