

COLTON PARISH COUNCIL MEETING, WEDNESDAY 5th NOVEMBER 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 1st October

4. Chair's Announcements

5. Payments

a) To confirm the following payments made in 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
- 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 of 31 October:
Alison James – Reimbursement for purchase
of new PC laptop (499.17) plus VAT
(99.83) £599.00

(Total of payments approved was £1,757.05. Additionally, Lloyds bank service charges of £4.25 were debited on 20 October).

b) To approve the following payments for November:

- i) EP46 with payment date of 27 November:
M Barlow (new recipient) – Delivery of December
parish magazine £20.00
- ii) EP47 with payment date of 14 November:
Colton Village Hall – Reimbursement for play
area insurance 25/26 £154.35

- iii) EP48 with payment date of 14 November:
Garren Edwards – Reimbursement for dog poop bags for parish dispensers £9.99
- iv) EP49 with payment date of 14 November:
Trent Grounds Maintenance – Grass cutting in September - Village Hall, 2 cuts (194.58); Closed Burial Ground, 2 cuts (96.00); Closed Burial Ground hedge cutting (94.97) and strim of wildlife area (63.95); Stockwell Heath, 1 cut (32.00); Heathway footpath, 1 cut (48.00) plus VAT (105.90) £635.40
- v) EP50 with payment date of 14 November:
Staffs Parish Councils' Assocn – 'An Introduction to Artificial Intelligence for Councillors and Clerks' training webinar attended by Clerk, 20 Oct (40.00) plus VAT (8.00) £48.00
- vi) EP51 with payment date of 28 November:
Alison James – Clerk's salary, November (382.83); Home working expenses, 5 weeks, 4 Oct – 7 Nov (20.00); Reimbursement for IT support for set up of new laptop (50.00) plus VAT (10.00) £462.83

(Total of payments to be approved is £1,330.57)

6. Planning Matters

- a) To note any applications received and make observations to the Planning Authority:
 - i) 25/01109/FUH – School Cottage, Bellamour Way, Colton – Side and rear extensions (LDC deadline for comments was 28th October – no objections raised)
 - ii) 25/01344/FUH – 6 Martlin Lane, Colton – Timber framed porch over existing side entrance and a new rooflight to the rear of the property
- b) To report on any recent decisions of the Planning Authority: None notified by time of issue of agenda

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 and Hollow Lane drainage; Community Meeting with SCC FAIR team on Tuesday 11th November at 6.30pm to explain objectives and begin to co-design flood mitigation
 - ii) Response from HS2 to request 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 – Any update re electronic monitoring device for Bellamour Way; Any follow up from September meeting arranged by County Councillors with Deputy Police Commissioner to discuss B5013 speeding; Email from County Cllr Janet Higgins offering 1 road nomination per parish for Neighbourhood Speed Check Initiative
 - v) Suggestion from parishioner for priority road sign at brook bridge
 - vi) To update re cost and arrangements with TGM for additional road gritting in the parish in the coming winter

8. To discuss any further arrangements for Remembrance Sunday

9. Correspondence

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

- a) SCC – Launch of its new 'Roadmap to a Better Network' plan to overhaul Highways to fix roads and fight for fairer funding (Email, circulated to cllrs)
- b) LDC – Invitation to a Planning and Enforcement training session at LDC on Thursday 4 December at 6pm and information about how to contact Enforcement team (Emails, one circulated to cllrs).
- c) VHMC – Invitation to Village Hall AGM on Thursday 20th November and to nominate 2 trustees as PC representatives (Email, circ to cllrs)
- d) LDC – Community groups invited to apply for district councillor funding of up to £350 before end November (Email)
- e) Cannock Chase Council – Consultation on main modifications to the Cannock Chase Local Plan (2018-2040) (Email)
- f) SPCA and NALC – Various bulletins including update on remote and hybrid meetings, training courses available and Staffordshire Local Councils Conference on Monday 24th November (Emails, mainly circulated to cllrs)

10. Committees

To hear any update from Burial Ground Committee

11. 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 hear update on renewal of grazing licence and receipt of annual fee
- e) To note receipt of CIL money of £1,120.39 from LDC on 22 October and to consider how it could be spent
- f) To note interim internal audit visit arranged for Monday 17 November
- g) To agree arrangements for setting 2026/27 budget and to note LDC's precept request deadline of 21 January

12. 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 any response from Parish Lands Trust regarding role of PC representative
- c) To hear any update on future arrangements for maintenance of the parish defibrillators
- d) To hear update on possibility of remote or hybrid meetings for parish councils

13. Date of next meeting – Wednesday 3rd December (time t.b.c. – possibly to be preceded by budget meeting)