

**ADDITIONAL MEETING OF COLTON PARISH COUNCIL FOR BUDGET DISCUSSION (BEFORE MAIN MEETING) ON WEDNESDAY 3<sup>rd</sup> DECEMBER 2025 AT 6.30 PM 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 public may address meeting hereafter)**

**BUSINESS AGENDA**

1. To note attendance and receive apologies for absence
2. To receive declarations of interest
3. To prepare a draft budget proposal for 2026/27

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 3<sup>rd</sup> DECEMBER AT 7.15 PM (APPROXIMATELY, TO FOLLOW BUDGET DISCUSSION MEETING STARTING AT 6.30 PM) 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**

4. To note attendance and receive apologies for absence

5. To receive declarations of interest

6. To approve minutes of meeting held on 5<sup>th</sup> November

7. Chair's Announcements

8. Payments

- a) To confirm the following payment (revised payment date as original scheduled for 31 October did not go out):
  - i) EP45 with payment date of 7<sup>th</sup> November:  
Alison James – Reimbursement for purchase of new PC laptop (499.17) plus VAT (99.83) £599.00
- b) To confirm the payments made in 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:  
Cllr 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 approved was £1,330.57. In addition, Lloyds bank charge of £4.25 was debited on 18 November)

- c) To approve the following payments for December:
- i) EP52 with payment date of 23 December:  
M Barlow – Delivery of January parish magazine £20.00
  - ii) EP53 with payment date of 15 December:  
Trent Grounds Maintenance – Grass cutting in  
October - Village Hall, 1 cut (97.29); Closed  
Burial Ground, 1 cut (48.00) plus VAT (29.05) £174.34
  - iii) EP54 with payment date of 31 December:  
Alison James – Clerk's salary, December (382.83);  
Home working expenses, 4 weeks, 8 Nov – 5 Dec  
(16.00); Reimbursement for 128 GB memory  
stick for extra back up of Burial Ground records  
(11.67) plus VAT (2.33) £412.83
  - iv) EP55 with payment date of 31 December:  
HMRC – Payroll taxes for Q3, Oct-Dec  
consisting of taxes (314.63) and Employer NI  
(48.32) £362.95
  - v) EP56 with payment date of 15 December:  
St Mary's Church – PC contribution to cost  
of mowing Pedley's Croft 2025 £ t.b.c.  
(subject to discussion at item 9)
  - vi) Cheque 000002 dated 3/12/25 (no option to pay by bank transfer):  
Information Commissioner's Office – Data  
Protection registration fee to 6/1/27 £52.00

(Total of payments to be approved is £1,022.12 plus 1 payment t.b.c.)

## 9. Planning Matters

- a) To note any applications received and make observations to the Planning Authority:
  - i) 25/00866/FUH – Newlands Cottage, Newlands Lane, Blithbury – Extension and alteration of dwellinghouse – Originally circulated in July and PC offered no objections or comments. New plans on website dated 27/8/25 and included on latest LDC weekly list as validated on 18/11/25
- b) To report on any recent decisions of the Planning Authority:
  - i) 25/01109/FUH – School Cottage, Bellamour Way, Colton – Side and rear extensions - Approved

## 10. 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; Outcome of Community Meeting with SCC FAIR team on 11<sup>th</sup> November
  - ii) Response from HS2 to request to maintain its hedges
  - iii) Improving the appearance of the parish including clarifying mowing responsibilities and future grounds maintenance arrangements
  - 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; Response from County Cllr Janet Higgins re Neighbourhood Speed Check Initiative

- v) Suggestion from parishioner for priority road sign at brook bridge and correspondence from County Cllr Janet Higgins
- vi) To update re cost and arrangements with TGM for additional road gritting in the parish in the coming winter
- vii) Maintenance of Reading Room Drive

11.To review correspondence from PCC regarding responsibility for Remembrance Sunday arrangements

12.To consider request from PCC for contribution to the cost of mowing Pedley's Croft during 2025

13.To discuss any further correspondence about parish magazine costs and options

14.Correspondence

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

- a) LDC – Report of annual inspection of Village Hall play area (Email; also received by VHMC)
- b) Email of 24/11 from parishioner's relative concerning speeding on High St (Email, circulated to cllrs)
- c) Police, Fire & Crime Commissioner – Government announcement that PFCCs will be replaced in May 2028 (Email, circulated to cllrs)
- d) SCC – Stoneyford Lane to be closed from Tuesday 2<sup>nd</sup> to Thursday 4<sup>th</sup> December for ironwork repairs, with diversion via Uttoxeter Rd and Blithbury Rd (Email, posted on Colton Residents Facebook page)
- e) SCC – Uttoxeter Rd to be closed on Monday 22<sup>nd</sup> December from its junction with Stoneyford Lane to its junction with Blithbury Road for pole replacement works (Email, posted on Colton Residents Facebook page)
- f) SCC – Road closure notice for Blithbury Rd from its junction with B5013 Colton Rd to its junction with B5014 Uttoxeter Rd and for Hollow Lane from its junction with Blithbury Rd to its junction with High St, from Monday 19<sup>th</sup> January for no more than 5 days, for highway improvement works (Email, to be posted on Colton Residents Facebook page and sent to magazine editor)
- g) SCC – Consultations/survey about libraries and their potential development (Email, posted on Colton Residents Facebook page)
- h) LDC – Opportunity to apply for Strategic CIL 2025 for infrastructure projects (Email, circulated to cllrs)
- i) SPCA and NALC – Various bulletins including template training policy, briefing note on Agendas and Minutes and proposed change to the basis of membership fees for 2026/27 (Emails, mainly circulated to cllrs)

15.Committees

To hear any update from Burial Ground Committee

16.Finance and audit

- a) 2025/26 accounts - To receive report of receipts and payments compared to budget for 8 months, April to November
- b) 2025/26 accounts – To receive bank reconciliation report for 30<sup>th</sup> September 2025

- c) 2025/26 accounts - To note any points from interim internal audit visit on 17<sup>th</sup> November
- d) To consider any further suggestions as to how recently received CIL money could be spent
- e) 2026/27 accounts - To agree budget and precept following prior budget discussion meeting, with deadline for precept submission to LDC of 22<sup>nd</sup> January
- f) To hear any update on banking including adding R Monbiot for internet access to Lloyds account and closure of NatWest accounts
- g) To consider any update on arrangements for agreed donation for memorial snowdrops to be planted in village and licence to plant

17. 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 nominee
- c) To hear any update on future arrangements for maintenance of the parish defibrillators

18. Date of next meeting – Wednesday 7<sup>th</sup> January at 7.30pm approximately (to follow Burial Ground Committee meeting starting at 7pm) (Agenda to be issued before Christmas)