

COLTON PARISH COUNCIL MEETING, WEDNESDAY 4th MARCH 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 the meeting held on 4th February
4. To discuss proposed wild area and possible festive lighting near church with PCC representatives to gain mutual understanding of objectives and exchange ideas
5. Chair's Announcements
6. Payments

- a) To note the following payments approved for February:
 - i) EP62 with payment date of 26 February:
M Barlow – Delivery of March parish magazine £20.00
 - ii) EP63 with payment date of 27 February:
Alison James – Clerk's salary, February (382.83);
Home working expenses, 4 weeks, 10 Jan – 6 Feb,
(16.00) £398.83

Total of payments approved was £418.83. In addition, Lloyds bank charges of £4.25 were debited on 17 February.

- b) To approve the following payments for March:
 - i) EP64 with payment date of 13 March:
TGM – Additional road gritting on 5 dates
in January (487.50) plus VAT (97.50) £585.00
 - ii) EP65 with payment date of 13 March:
M.B. Contracts – Removal of tree fallen over
Hollow Lane (70.00) plus VAT (14.00) £84.00
 - iii) EP66 with payment date of 13 March:
Colton Village Hall – Room hire for January to
April PC meetings £60.00
 - iv) EP67 with payment date of 26 March:
M Barlow – Delivery of April parish magazine £20.00
 - v) EP68 with payment date of 27 March:
Alison James – Clerk's salary, March (382.83);
Home working expenses, 4 weeks, 7 Feb – 6 Mar,
(16.00); PC mobile top up to EE on 20 Feb (10.00)
Mileage expenses for Apr25 to Feb26, 91 miles
for 13 attendances @ 45p/mile (40.95) £449.78

Total of payments for approval is £1,198.78.

7. Planning Matters

- a) To note any applications received and make observations to the Planning Authority:
 - i) 26/00201/FUL – Land at Newlands Lane, Stockwell Heath (Malt House Farm) – Demolition of agricultural building and the erection of 4 dwellings (Use Class C3)

- b) To report on any recent decisions of the Planning Authority:
 - i) 25/01590/PND (Prior Notification Dwelling) – Land at Newlands Lane, Malt House Farm, Stockwell Heath – Prior Notification: Conversion of agricultural building to form 6 dwellings with associated operational development - Refused

8. 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 and any further correspondence with SCC FAIR team; flooding on Admaston Rd; Newlands Lane flooding report response
 - ii) State of roads – Stoneyford Lane and Junction of High St and Newlands Lane
 - iii) Speeding issue in the village raised by parishioners and speeding on Admaston Road – Further correspondence between County Councillors, Highways and others to discuss B5013 speeding and traffic surveys; Any further information from County Cllr Janet Higgins re Neighbourhood Speed Check Initiative
 - iv) Roadside foliage on Hollow Lane
 - v) Improving the appearance of the parish including clarifying mowing responsibilities and parishioner suggestion for work party in village

9. To consider any further information regarding Remembrance Sunday responsibilities and practical arrangements

10. Correspondence

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

- a) SPCA – Statutory consultation, on behalf of government, on Local Government Reorganisation (LGR) in Staffordshire, setting out the proposals from the various district and county councils. Also briefing webinar on Friday 6th March at 10.30am (Emails circulated to cllrs)
- b) LDC – Letter to PC about the LGR and seeking support for its proposals for 3 unitary authorities in Staffordshire (Email, circulated to cllrs)
- c) SCC – Road closure notice for Monday 30th March for Uttoxeter Road, Blithbury between Blithbury Road and Stoneyford Lane, for pole replacement works (Email, posted on Colton Residents Facebook page)
- d) Keep Britain Tidy – The Great British Spring Clean between 13-29 March (Email)
- e) Community Foundation for Staffordshire and Shropshire – Details of categories for Best Kept Village and Community Awards 2026, with closing date of 30th April (Email, circulated to cllrs)
- f) SPCA and NALC – Various bulletins including SPCA Member Survey, new business planning course and Health and Wellbeing How-To course by Zoom, Eden Project webinar about The Big Do, combining the Big Lunch and The Big Help Out, proposed for 5-8 June (Emails, some circulated to cllrs)

11. Committees

To hear any update from the Burial Ground Committee

12. Finance and audit

- a) 2025/26 accounts – To receive updated summary of receipts and payments compared to budget and forecast of position at end of financial year
- b) To note submission of VAT claim for 2023/24 (£925.50), with VAT claim for 2024/25 in preparation at time of issue of agenda
- c) 2025/26 accounts – To agree any earmarking of funds required at end of financial year
- d) 2025/26 accounts – To note letter received from Internal Auditor Kim Squires confirming independence
- e) 2025/26 accounts – To consider requirements and best practice to meet Assertion 10 of Annual Governance Statement including gov.uk email addresses for Clerk and councillors and gov.uk website domain
- f) To consider disposal of 2 redundant PC laptops held by Clerk
- g) To hear any update on banking including adding R Monbiot for internet access to Lloyds account and closure of NatWest accounts
- h) To hear update on arrangements and licence for memorial snowdrops to be planted in village and for PC donation to be made

13. Other Parish Council matters

- a) To consider future arrangements for maintenance of the parish defibrillators including potential purchase of exterior cabinet
- b) To hear any update on parishioner request for lights in the village for Christmas
- c) To decide whether a Colton Festival should be held in 2026 following public meeting held on 24th February
- d) To consider arrangements for annual parish assembly

14. Date of next meeting – Wednesday 1st April at 7pm