

COLTON PARISH COUNCIL MEETING, WEDNESDAY 1st JULY AT 7.30PM AT COLTON VILLAGE HALL

(to follow Burial Ground Committee inspections/meeting)

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 24th June

4. Chair's Announcements

5. Payments

a) To confirm the following payments approved for June:

- i) EP82 with payment date of 29 June:
M Barlow – Delivery of July parish magazine £20.00
- ii) EP83 with payment date of 30 June:
Alison James – Clerk's salary, June (382.83);
Home working expenses, 7 weeks, 9 May –
26 Jun (28.00); Renewal of Microsoft 365
subscription to 9 May 2027 (84.99) £495.82
- iii) EP84 with payment date of 30 June:
HMRC – Payroll taxes, Q1 Apr – Jun (314.63)
and Employer NI contributions (48.32) £362.95
- iv) EP85 with payment date of 30 June:
TGM – Grass cutting in March, April and May –
Village Hall, 2 cuts in May (200.42); Closed Burial
Ground, 6 cuts in March – May (296.64);
Stockwell Heath, 2 cuts in May (65.92) plus
VAT (112.59) £675.57

Total of payments approved is £1,554.34. In addition, bank charges of £5.12 were debited on 19 June.

b) To approve the following payments for July:

- i) EP86 with payment date of 27 July:
M Barlow – Delivery of August parish magazine £20.00
- ii) EP87 with payment date of 31 July:
Alison James – Clerk's salary, July (382.83);
Home working expenses, 1 week, 27 Jun –
3 Jul (4.00); BGC Clerk salary, 1 Apr – 30 Jun
(137.50) less tax (27.50) £496.83

Total of payments for approval is £516.83

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) Clerk's salary and expenses for August
- ii) Parish magazine delivery for September issue
- iii) Trent Grounds Maintenance for June, and possibly July, grass cutting

6. Planning Matters

- a) To note any applications received and make observations to the Planning Authority:
 - i) 26/00601/FUH – Wall End Barn, Bellamour Lodge Farm, Colton Road, Colton – Erection of detached double garage (Deadline for comments has passed. Response of no objections or comments submitted)
 - ii) 26/00678/FUH – 102 High Street, Colton – Single storey front and rear extension to form new living space and kitchen plus relocation of garage doors (Deadline for comments has passed. Response of no objections or comments submitted)
 - iii) 26/00693/FUL – Land at Colton Rd, Colton – Erection of horticultural building and polytunnel for the propagation, cultivation, storage, packaging and dispatch of herbs, salad crops and ornamentals
- b) To report on any recent decisions of the Planning Authority:
 - i) 26/00126/FUL – Rydal Estate, Colton Road, Colton – Erection of industrial building (Class B2) and associated works – Approved
 - ii) 26/00444/FUH – Wharf Cottage, Bellamour Lane, Colton – Demolition of two existing conservatories, erection of two new side extensions, addition of a new entrance/porch and internal alterations – Approved
- c) To hear any update on site works including trees felled at 8 Williscroft Place

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 reasons for flooding; Hollow Lane drainage and update from SCC FAIR team; flooding on Admaston Rd and Newlands Lane
 - ii) State of roads – Stoneyford Lane and Newlands Lane
 - iii) Speeding issue in the village raised by parishioners and speeding on Admaston Road – Any further correspondence between County Councillors, Highways and others to discuss B5013 speeding and traffic surveys including meeting proposed for 4 September; Any further information from County Cllr Janet Higgins re Neighbourhood Speed Check Initiative and Staffs Safer Roads Partnership
 - iv) Removal of fallen tree on footbridge over brook
 - v) Footpath issues raised on Martlin Hill and towards Rugeley/Rydal Estate
 - vi) Improving the appearance of the village

8. Correspondence

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

- a) SCC – Audit of grit bin provision and potential new arrangements, with reply requested from PC by 31 July on any PC provision (Email, circulated to cllrs; Clerk to reply)
- b) LDC – Email asking if Colton play area is to be included in their annual play area inspection schedule (Clerk has replied yes.)
- c) SCC – Road closure notice for Stoneyford Lane on Weds 8 July for highway repairs, with diversion via B5014 Uttoxeter Road and Blithbury Road (Email, to be posted on Colton Residents Facebook page)
- d) SCC – Road closure notice for B5014 Uttoxeter Road, Blithbury on Weds 29 July for pole replacement works (Email, to be posted on Colton Residents Facebook page)

- e) SCC – Road closure notice for Hollow Lane on 31 August (Bank Holiday Monday apparently) for highway repairs, with diversion via Blithbury Road and B5013 Colton Road (Email, to be posted on Colton Residents Facebook page)
- f) SCC – Road closure notice for Pipe Lane, Pipe Ridware on 1-3 July for highway repairs (Outside parish but discussed at a PC meeting some months ago) (Email)
- g) Member of public – Blithfield fishing to be closed by South Staffs Water (Email)
- h) LDC – Information about the new food waste recycling collections and invitation to briefing webinar on 30 June (Emails)
- i) SCC – Celebrating Differences campaign, focusing on Inclusive Travel (Email)
- j) Staffordshire Search and Rescue Team – Update on purchase of drone and equipment for searches, following PC donation (Email, circulated to cllrs)
- k) SPCA and NALC – Various bulletins including no forthcoming legislation to enable remote/hybrid meetings, removal of requirement to publish a councillor's home address, advice on keeping minutes safe by sending to county archives, free West Midland Clerks' Away Day on 29 June (Emails, some circulated to cllrs)

9. Committees

To hear any update from the Burial Ground Committee

10. Finance and audit

- a) 2025/26 accounts – To hear update on submission of Certificate of Exemption for Annual Governance and Accountability Return (AGAR) 2025/26 to external auditors Mazars and upload of required information for transparency onto PC website.
- b) 2025/26 accounts - To note the ongoing period for the Exercise of Electors Rights, running to Friday 7th August
- c) 2025/26 accounts – To consider any follow up required to report from internal auditor Kim Squires, including IT policy and Data Audit
- d) To note the renewal of PC annual insurance with Gallaghers from 1st June
- e) To note HMRC increase in tax free car mileage allowance from 45p per mile to 55p per mile backdated to 6 April 2026 and to request approval for the higher rate to be claimed by Clerk
- f) To hear any update on banking including adding R Monbiot for internet access to Lloyds account
- g) To review first draft of revised risk assessment policy (t.b.c.)

11. Other Parish Council matters

- a) To hear update on 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 and potential costs

12. Date of next meeting – Wednesday 2nd September at 7pm (No meeting in August)