

COLTON PARISH COUNCIL MEETING, WEDNESDAY 2nd SEPTEMBER 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 1st July
4. Chair's Announcements
5. Payments

a) To confirm the following payments approved 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 approved was £516.83. In addition, bank charges of £4.25 were debited on 19 July.

b) To ratify the following payments approved by email and made in August (as no council meeting held):

- i) EP88 with payment date of 3 August:
K Squires – Internal audit services 2025/26 £155.00
- ii) EP89 with payment date of 21 August:
M. B. Contracts – Removal of fallen tree on
brook footbridge in early July (100.00) plus
VAT (20.00) £120.00
- iii) EP90 with payment date of 21 August:
Trent Grounds Maintenance – Grass cutting,
June – Village Hall, 2 cuts (200.42); Closed
Burial Ground, 2 cuts (98.88); Stockwell Heath,
2 cuts (65.92); Corner by vicarage, 1 cut (26.66);
Verge from bridge to B5013, 1 cut (76.78) plus
VAT (93.73) £562.39
- iv) EP91 with payment date of 28 August:
M Barlow – Delivery of September parish
magazine £20.00
- v) EP92 with payment date of 28 August:
Alison James – Clerk's salary, August (382.83);
Home working expenses, 5 weeks, 4 Jul –
7 Aug (20.00); 2 XL black printer cartridges
(37.57) plus VAT (7.51) £447.91

Total of payments made was £1,305.30. In addition, bank charges of £4.25 were debited on 18 August.

- c) To approve the following payments for September:
 - i) EP93 with payment date of 25 September:
M Barlow – Delivery of October parish magazine £20.00
 - ii) EP94 with payment date of 30 September:
Alison James – Clerk’s salary, September (382.83);
Home working expenses, 4 weeks, 8 Aug – 4 Sep
(16.00) £398.83
 - iii) EP95 with payment date of 30 September:
HMRC – Payroll taxes for Q2, July-Sep (314.63)
And Employer NI (48.32) £362.95
 - iv) EP96 with payment date of 25 September:
St Mary’s Church – PC contribution to parish
magazine production costs (subject to agreement
at agenda item 10 c)) £1,200.00 t.b.c.

6. Planning Matters

- a) To note any applications received and make observations to the Planning Authority: None received by time of issue of agenda
- b) To report on any recent decisions of the Planning Authority:
 - i) 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 – Approved
 - ii) 26/00601/FUH – Wall End Barn, Bellamour Lodge Farm, Colton Road, Colton – Erection of detached double garage - Approved
- c) To hear any update on site works including trees felled at 8 Williscroft Place
- d) To hear any update following enquiries to LDC Enforcement about building works

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 – any updates
 - ii) State of roads – Stoneyford Lane 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; Further meeting to be held on 4 September; Parishioner’s suggestion for request to coroner re fatal accident in May.
 - iv) Improving the appearance of the village
 - v) Parking on High Street

8. Correspondence

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

- a) SCC – Road closure notice for Newlands Lane from 14th-25th September for utility repair and maintenance works (Connect Fibre), with diversion via

Colton, Blithbury Road and B5014 Lichfield Road (Email, to be posted on Colton Residents Facebook page)

- b) SCC – Road closure order for Stoneyford Lane on 5 – 9 October for highway repairs, with diversion via B5014 Uttoxeter Road and Blithbury Road (Email, to be posted on Colton Residents Facebook page nearer the time)
- c) SCC – Road closure order for Blithbury Road from Rugeley Trent Valley all the way to Hamstall Ridware on 26-30 October for highway repairs, with signed diversion via Abbots Bromley or via Kings Bromley and Armitage (Email, to be posted on Colton Residents Facebook page nearer the time)
- d) SCC – Road closure notice for Pipe Lane, Pipe Ridware for 2-6 November with diversion, for highway improvement works (Noted here as state of this road was discussed at a previous PC meeting) (Email)
- e) SPCA on behalf of Checkley PC – Sharing details of a motion passed, identifying concerns with forthcoming changes to local planning system, reducing inability for district councillors to call in applications to Planning Committee, reducing local scrutiny and community input (Email, circulated to cllrs)
- f) LDC and SPCA – Government's decision on Local Government Reorganisation in Staffordshire, with Lichfield District to be incorporated in a new south and mid Staffordshire unitary authority along with Cannock, Stafford, South Staffs, Tamworth and East Staffs. A new north Staffordshire unitary to incorporate Newcastle-under-Lyme, Stoke-on-Trent and Staffordshire Moorlands. The new councils will take over services on 1st April 2028 following unitary council elections in May 2027. Call for Evidence issued by SPCA (Emails, circulated to cllrs)
- g) LDC – Community and Voluntary Funding Sector Programme open for applications supporting local organisations to deliver projects that strengthen communities, improve wellbeing and help deliver the ambitions of the Lichfield District 2050 Strategy over the next three years (Email)
- h) LDC – Guidance on the best way for residents to submit comments on planning applications (Email, circulated to cllrs)
- i) SCC – Free support available to start up and grow a business (Email)
- j) SAAA – Information about development of digital portal for completion of annual return (AGAR) from 2027 (Email; Clerk aware)
- k) CCDC – Notice of commencement of a new Cannock Chase Local Plan 2026 - 2046 (Email)
- l) SPCA and NALC – Various bulletins including information and webinar recording about the new Local Plan System, briefing webinar on Asset Transfer, AGM and training/conference event on Monday 23rd November at Uttoxeter Town Hall from 10am (all Clerks and cllrs invited), Councillor training pack with optional draft letter to press for mandatory training for all councillors and a draft training policy, Minutes advice note and briefing on Confidential Minutes (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 note the completion of the period for the Exercise of Electors Rights, running to Friday 7th August with no requests made.

- b) 2025/26 accounts – To consider any follow up required to report from internal auditor Kim Squires, including IT policy and Data Audit
- c) To approve and sign the 2025/26 Community Infrastructure Levy report for LDC
- d) To consider PCC request for PC's contribution to parish magazine costs
- 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 note the National Pay Award agreement notified on 25 August for a 3.3% pay award backdated to 1 April 2026
- g) To hear any update on banking including internet access to Lloyds account for R Monbiot

11. Other Parish Council matters

- a) To hear update on arrangements for maintenance of the parish defibrillators and application to SCC Community Fund for potential purchase of exterior cabinet

12. Date of next meeting – Wednesday 7th October at 7.30pm approximately (To follow Burial Ground Committee meeting starting at 7pm)