

**COLTON PARISH COUNCIL MEETING, THURSDAY 5th APRIL 2018,
COLTON VILLAGE HALL AT 7:00 PM**

PRESENT:

APOLOGIES:

DISCLOSURE OF INTERESTS:

PUBLIC PARTICIPATION (Maximum of 20 mins):

AGENDA (No member of public may address meeting hereafter):

1. Minutes of meeting held on 8th March 2018

2. Chairman's Announcements

3. Payments

- a) To ratify the following payment, dated 23/3/18, from earmarked reserves:
 - i) 1667 Biffa Waste Services – Playground Project
3rd party payment £5,962.03
- b) To approve the following payments:
 - i) 1668 HMRC payroll taxes Q4, Jan-Mar cheques £182.53
 - ii) 1669 Alison James – Clerk's salary, April, including annual increment (217.71); Home working exps, 4 weeks, 10 Mar –6 Apr (16.00) £233.71
 - iii) 1670 Hinson Parry – Plan of Heathway land £336.00
 - iv) 1671 SPCA – Annual subs 18-19 £230.00
 - v) 1672 CCRPG – Annual membership £5.00

(Total payments above, for approval this month = £987.24)

4. HS2

- a) Petitioning including any update on Colton PC petition
- b) Phase 2a Additional Provision
- c) Approval of Construction Routes
- d) Further ecological survey at Stockwell Heath
- e) Any other HS2 matters

5. Police matters

New PCSO, Rhys Rockley

6. Planning Matters

- a) To ratify/consider and make observations to the Planning Authority:
 - i) 18/00315/FUL – Heavy Plant Services Ltd, Colton Road – Build retaining wall behind existing blue brick wall and faced with stained close board timber with 2.1m palisade fence on top
 - ii) 18/00342/COU – Sherracop, Newlands Lane, Stockwell Heath – Change of use of domestic outbuildings to form 1 one bedroom dwelling and 1 three bedroom dwelling
 - iii) 18/00406/FUL – Office next to the Yorkshireman, Colton Road – Erection of 1.13m high brick wall adjacent to office; erection of smoking shelter
- b) To report on decisions of the Planning Authority: None notified
- c) Any other planning matters – Works at Narrow Lane
- d) Neighbourhood Planning

7. Highways & Footpaths

- a) Pending. To report on progress of pending issues:
 - i) Action on state of roads and pavements around parish – Flooding on river bridge and under railway bridge; Flooding on B5013 to Abbots Bromley near Hamley Heath; Newlands Lane
- b) Matters arising since last meeting:
 - i) Email of 13/3 from parishioner complaining about flooding and lack of action to rectify

8. Village Hall play area

Update from VHMC/Playground Group

9. Refurbishment of War Memorial

10. Commemoration of 100th anniversary of end of First World War

11. Bus service

12. Adoption of phone box

13. Correspondence

To consider items of correspondence received:

- a) TGM – Certificates of Insurance for Employer’s Liability and Public Liability (Post)
- b) LDC – Copy of presentations from Parish Forum meeting on 7th March (Email, circulated to cllrs)
- c) LDC – Copy of training presentation on General Data Protection Regulation (Email, circulated to cllrs)
- d) CCRPG – Papers for meeting on Tuesday 27th March (Email, circulated to cllrs)
- e) CCS – Press release about merger of Community Council of Staffordshire with Support Staffordshire (Email, circulated to cllrs)
- f) Groundwork UK – Annual report on work of HS2 Community and Environment Fund and Business and Local Economy Fund (Email)
- g) SCC – Dying Matters Staffordshire Campaign: Talking openly about death and dying wishes (Email)
- h) CCDC – Cannock Chase Local Plan update (Email)
- i) SPCA – Weekly bulletins (Emails, circulated to cllrs)
- j) LDC – Calendar of Meetings and Forward Plan (Emails)
- k) Rural Services Network – Various bulletins (Emails)

14. Committees

Burial Grounds Committee

15. Finance

- a) Clerk’s meeting with internal auditor Alan Toplis
- b) Receipt of cheque for £2,200.83 from BGC to reimburse PC for BGC bills paid during 2017-18
- c) Financial report on income and expenditure vs budget for 2017-18
- d) Earmarked reserves
- e) Asset register

- f) Review of Risk Assessment
- g) Annual Governance and Accountability Return 2017-18

16. Parish Council matters

- a) Registration of Council land – Access land at Heathway
- b) Development of new Parish Council website using transparency grant
- c) General Data Protection Regulation and Data Protection Officer
- d) Storage of Council papers
- e) Clerk's Contract of Employment
- f) Parish Assembly – Thursday 12th April at 7.30pm

Next meeting date (provisional) – Thursday 10th May 2018 (including Annual Meeting)

Close of meeting