

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 2nd SEPTEMBER 2020
AT 7:30 PM BY ZOOM VIDEO CONFERENCE**

PUBLIC PARTICIPATION (Maximum of 20 mins at the beginning of the meeting to hear public questions and comments)

No members of the public joined the meeting.

(No member of public may address meeting hereafter).

BUSINESS AGENDA

1. To note attendance and receive apologies for absence

In attendance were Chairman Emma Godwin, Cllrs Sarah Plater, Noel Talbot and Steve Jenkinson, District Cllr Shirley Barnett and Clerk Alison James. Apologies received from Matt Crompton who wished to resign (see item 5).

2. To receive declarations of interest

Emma Godwin – item 7 (HS2)

3. To approve minutes of meeting held on 15th July 2020 via Zoom video conference

Minutes approved and Clerk to arrange for Chairman to sign at a later date.

4. To review councillors' attendance requirement

Advice received from SPCA that if apologies and reason for absence had been accepted by the council then the requirement for disqualification for a councillor's non-attendance at meetings for 6 months did not apply.

5. Chairman's Announcements

Cllr Matt Crompton wished to resign, having recently moved out of the parish and his resignation was accepted, with thanks expressed for his contribution in recent years. Clerk to notify LDC and update website etc.

The PCC was considering putting low wooden bars across the 2 entrances to Pedley's Croft and had asked the PC for its view. The bars could easily be removed for events such as weddings, funerals and fetes. It was understood that the PCC was concerned about its insurance cover with parents using Pedley's Croft for school pick ups. The PCC recognised approval would be needed from LDC Planning and the Conservation Officer. Councillors expressed some concerns about additional parking on the road and safety. The PCC is to put an article in the parish magazine, which Sarah Plater had received and would circulate to cllrs for information before any PC response was made.

The village play area surface had been maliciously damaged in several places recently. The VHMC had asked the PC for the cost of the repairs (about £688) to be taken from its allocation for play area maintenance. An insurance claim was not cost effective because of the excess and loss of no claims discount. PC approved payment, using any balance from this year's budget or drawing on the earmarked reserves. Clerk to notify VHMC and obtain payee details. It was also recommended that the VHMC investigate use of CCTV as other local halls do.

6. Payments

a) To ratify the following payments, previously approved by councillors by email due to Coronavirus pandemic and August break:

- i) 1812 TGM – Grass cutting, July – Closed BG, 2 cuts (90.00); Village Hall, 2 cuts (184.00); Stockwell Heath, 1 cut (30.00); Heathway footpath, 1 cut (45.00) plus VAT £418.80

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|---------------------------------------|------|---|---------|
| ii) | 1813 | Alison James – Clerk’s salary, August (233.38); Home working expenses, 5 weeks, 18 July-21 Aug (20.00); Re-imburement for Zoom licence, 26 July-25 Aug (14.39) | £267.77 |
| b) To approve the following payments: | | | |
| i) | 1814 | Toplis Associates – Internal audit, 2019/20 including VAT | £136.20 |
| ii) | 1815 | Vision ICT – Website hosting & support, Oct20 – Sept21 including VAT | £150.00 |
| iii) | 1816 | SPCA – ‘Creating accessible documents’ training for Clerk | £40.00 |
| iv) | 1817 | Alison James – Clerk’s salary, September (233.38); Home working expenses, 2 weeks, 22 Aug – 4 Sept (8.00); Re-imburement for Zoom licence, 26 Aug – 25 Sept (14.39) | £255.77 |

(Total new payments above, to approve this month = £581.97)

All payments under items 6 a) and 6 b) were approved. Clerk apologised that she had overlooked the SPCA training webinar but had obtained the presentation slides to work through instead.

7. HS2

To consider any developments and agree any action required – PC agreed that HS2 should be asked to do an additional traffic survey on B5013 (Clerk), because the closure of JCB in Rugeley appeared to have generated a lot of extra traffic to and from Uttoxeter and another accident had closed the road that day.

Details still awaited for annual meeting between HS2 and affected councils, which HS2 had recently decided should be held virtually.

8. Planning Matters

- a) To consider any recent applications and make observations to the Planning Authority – An application for a leisure building and garaging at Parchfield House Farm had recently been circulated for comment by the Clerk.
- b) To report on any recent decisions of the Planning Authority including 19/00753/OUTMEI - Developments at Rugeley Power Station site – Applications passed by both LDC and CCDC but progress likely to be slow. Concerns expressed about whether the new school will be part of the early building to ensure there are sufficient places available as the new houses become occupied.
- c) To consider any further action required on application 18/01303/FULM – Proposed gas fired power station on Land North of Bellamour Lane – Nothing further heard.

9. Highways & Footpaths

- a) To report on progress and agree any action required:
 - i) Flooding including Blithbury Road and Colton Road by the Yorkshireman – Chairman had submitted several reports online recently about the flooding at Trent Valley corner, flooding at Stockwell Heath and disintegrating drain cover on High St. Clerk to ask Mary Lee for Highways action at Trent Valley, as that had been a problem since the STW drain cover was replaced.
 - ii) Blocked drains at Stockwell Heath – Dangerous due to water lying on the road and had been reported several times. Chairman asked if the

water in the pond should be tested as it looked very murky and Sarah Plater offered to make enquiries for suitable contacts.

- iii) Footpath alongside Colton Rd – email of 13/8 from parishioner and e-petition response from SCC – Clerk had chased up a response from SCC and County Cllr Martyn Tittley had raised at Council but no action had yet been promised. It was suggested the PC write to Alan White, the new SCC leader (Clerk).

10.To consider request from PCC for contribution to cost of mowing Pedley's Croft

PC had suggested that the PCC obtain other quotes as the cost per cut looked considerably higher than the PC's own contractor. For this year, the PC agreed to contribute £200, the amount set aside in the budget. Clerk to arrange payment.

11.To consider options for replacing potted plants at War Memorial

Sarah Plater had looked at artificial plants but they were not suitable. So she had purchased 3 replacement box plants at a cost of £94.99, which were now in place and PC approved re-imburement (Clerk to arrange cheque).

12.Correspondence

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

- a) LDC – Parish Forum meeting on 17th September, 6pm-8pm, by Zoom to be training on the new LGA Model Code of Conduct (Email circulated to cllrs)
- b) SPCA – Various training courses available for Clerks and Councillors (Email circulated to cllrs)
- c) SLCC – Virtual Training Festival for Clerks, 12th -16th October, £25 plus VAT – Clerk to check programme and consult cllrs if there were sessions of value
- d) LDC – Electoral Registration: The Annual Canvass and Canvass Reform (Email circulated to cllrs)
- e) Her Majesty's Lord Lieutenant of Staffordshire – Thank you card and letter to all those around the County who have helped during the Covid-19 pandemic (Email circulated to cllrs and card received in post)
- f) LDC – Local funding opportunities (Email circulated to cllrs)
- g) Marie Curie charity – Request for funding for Emergency Appeal for their nursing service for those with terminal illness (Email circulated to cllrs)

13.Finance and audit

To note submission of Certificate of Exemption for 2019/20 and consider any other audit matters arising - Certificate of Exemption submitted to external auditors, Mazars, so nothing further should be heard. Period for public inspection of accounts is running at the moment. Clerk to produce financial report on first 6 months of 20/21 for the next meeting.

14.Parish Council matters

- a) To consider request for further PC representative on the VHMC – Following Matt Crompton's resignation a new representative was needed. Sarah Plater offered to do this if another councillor took her place on the Burial Ground Committee. Noel Talbot offered to find out what is involved on BGC and consider.
- b) To note date of next meeting – Wednesday 7th October at 7.30pm.

Format of meeting (Village Hall or Zoom) to be decided nearer the time.

Shirley Barnett asked for any comments on the Government's White Paper on Planning and also on proposals for unitary councils. Meeting closed at 8:30pm.