

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 7th OCTOBER 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)

Parishioner – Had sent PC various information and a proposal for signs/gating for the 3 entries to the village, on Bellamour Way, Hollow Lane and top of High St. Had also consulted parishioner who raised idea several years ago. Thinks village needs to create a welcome on entering. All one-sided gating as hedge/wall/brook on opposite side of road. Willing to answer any questions or provide more information if wanted.

(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 and Noel Talbot, District Cllr Shirley Barnett and Clerk Alison James. Also 2 members of the public for part of the meeting. Apologies received from Steve Jenkinson.

2. To receive declarations of interest

Emma Godwin – item 6 (HS2); Sarah Plater – item 5 a) i)

3. To approve minutes of meeting held on 2nd September 2020 by video conference

Minutes approved and to be signed by **Chairman** at a later date (**Clerk** to arrange).

4. Chairman's Announcements

Congratulations offered on the opening of the shop at the Dun Cow, which had provided a great service to villagers during lockdown (**Clerk** to send letter).

5. Payments

a) To ratify the following payments, agreed by councillors at the previous meeting:

i)	1818	S Plater – Re-imburement for box plants for pots at War Memorial	£94.99
ii)	1819	St Mary's Church – Contribution to mowing of Pedley's Croft, 2020 season	£200.00

b) To approve the following payments:

i)	1820	TGM – Grass cutting, August – Closed BG, 2 cuts (90.00); Village Hall, 2 cuts (184.00); Stockwell Heath, 1 cut (30.00) plus VAT; Grass cutting, September – Closed BG, 2 cuts (90.00); Village Hall, 3 cuts (276.00); Stockwell Heath, 2 cuts (60.00) plus VAT	£876.00
ii)	1821	CPRE – PC membership for 20/21	£29.00
iii)	1822	SLCC – Membership for Clerk for 2020/21	£109.00
iv)	1823	D Bradbury – Re-imburement for PC poppy wreath from Royal British Legion	£19.25
v)	1824	HMRC – Payroll taxes, Q2	£202.52
vi)	1825	Alison James – Clerk's salary, October, after National Pay Award (239.82); Back pay for April – September (38.64); Home working expenses, 5 weeks, 5 Sept – 9 Oct (20.00); Re-imburement for Zoom licence, 26 Sept – 25 Oct (14.39); Re-imburement for set of	

printer cartridges (36.95) and stamps (4.56);
BGC Clerk salary, 1 July – 30 Sept (137.50)
less tax (27.50) £464.36

(Total new payments above, to approve this month = £1,700.13 plus additional payments of £294.99 from previous meeting)

All payments above were approved.

Sarah Plater raised that TGM are considering increasing their prices for next year by inflation rate. PC thought reasonable, as had not increased for 3 years.

It was noted that TGM are cutting hedges in burial grounds in sections so they can use bin till full each time.

6. HS2

To consider any developments and agree any action required – Request for traffic survey on B5013 had been passed by Liz Davis to HS2's Traffic and Transport Manager to raise with SCC during highways discussions. **Clerk** to ask HS2 to ensure that roadside hedges are cut for any properties they now own.

7. Planning Matters

- a) To note the following application and any more recent applications and make observations to the Planning Authority:
 - i) 20/00748/FUH – Parchfield House Farm, Colton Road, Colton – Erection of a single storey leisure building with basement (swimming pool, gym and games room) with glazed link and a four-bay detached garage block. Also 20/00749/LBC for works to listed building to enable these. Comments sent in, focusing on its position on flood plain, with reference to previous flooding at Blithbury Rd. Also septic tank and swimming pool discharge and questioning need for additional garaging.
- b) To report on any recent decisions of the Planning Authority - **Clerk** to ask LDC for update on application at the Yorkshireman, in view of ongoing work.
- 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.
- d) To consider any other current planning/enforcement issues – No report

8. Highways & Footpaths

- a) To report on progress and agree any action required:
 - i) Flooding including Blithbury Road and Colton Road by the Yorkshireman – Mary Lee had said clearing gullies near Yorkshireman/Blithbury Road had been put on priority list but no timescale given. **Clerk** to reply with further information about flooding near STW grid. Shirley Barnett very concerned about general lack of SCC action and how stronger representations can be made to prevent the flooding issues of last winter. **Clerk** to write to Shirley Barnett formally asking her to raise parish's concerns with SCC about lack of action on highways and Colton Road footpath petition, copied to Martyn Tittley.
 - ii) Blocked drains at Stockwell Heath – Clear after recent rain but not sure if SCC have taken any action yet.
 - iii) Footpath alongside Colton Rd – covered by 8 a) i) above.
 - iv) Parishioner's email of 30/9 about Footpath 11 – This asked PC to give its backing to Paul Rochfort for approach to landowner to install gate where footpath currently blocked. **Chairman** to find details for **Clerk** to write direct to landowner asking if any objection to installing a stile, if PC can obtain latter from SCC.

9. To consider Remembrance Sunday arrangements in light of Covid-19 restrictions

PC thought that an outdoor service would attract too many people to be compliant with current Covid regulations, especially as LDC are not issuing any road closure orders this year. Shirley Barnett suggested that PC should wait for national guidance. However, in view of parish magazine deadline, it was agreed to include something recommending that, for safety, people do not congregate at the war memorial. Instead they are invited to pay their respects in other ways and lay a wreath in their own time. Very sad that Remembrance cannot be marked in usual way, especially given VE75 anniversary.

10. To consider update from PCC about cost of mowing Pedley's Croft

PCC had obtained quote from TGM which was higher than current contractor. Clerk to contact PCC again for next year's requirement, before PC sets its budget in December.

11. To note update on arrangements for playground repairs

VHMC are arranging damage repairs, with bill to be addressed to PC to enable VAT reclaim and using PC funds budgeted or earmarked for playground maintenance.

12. To consider parishioner's ideas for a village sign or gateway and potential costs and funding

Councillors agreed in principle to the suggested signs/gating, thinking they looked nice and would demonstrate a pride in the village. Exact design details to be considered further, as some thought a little wide and also best separate from speed limit signs. Would need to agree with Highways and Clerk to also ask LDC if planning permission needed. Initial cost quoted as about £5,000. PC may be able to use CIL money but other sources of funding would need to be investigated e.g. possibly HS2. Article to be submitted to parish magazine (Clerk with help from parishioner).

13. Correspondence

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

- a) LDC – Copy of presentation from Parish Forum training session on 17th September, on new LGA Model Code of Conduct (Email circulated to cllrs) – Shirley Barnett had found this a useful and interesting session.
- b) LDC – Latest Parish council funding opportunities (Email circulated to cllrs) – Clerk to pass to Shirley Barnett and village organisations, if appropriate
- c) Colton PCC – Distribution of the parish magazine (Email, circulated to cllrs)
- d) CCDC – Invitation to virtual Power for All meeting on 15th October at 10am (Email, circulated to cllrs)
- e) Support Staffordshire – Invitation to Zoom session on 8th October, 6-7pm titled 'Introducing Transforming the Trent Valley Landscape Partnership Scheme for Parish Councils' (Email, circulated to cllrs)
- f) HS2 – Information sessions for parish councillors about local business opportunities from HS2 and also the Business and Community Funds available for those disrupted by the railway (Email, circulated to cllrs)
- g) SCC – Road traffic order for 22nd October for Lea Lane, Admaston with diversion through Colton parish (Email, circulated to cllrs)
- h) Staffs Fire & Rescue Service – Launch of Safety Plan 2020-2024 (Email)

14. Committees

To receive Burial Ground Committee update – PC suggested Zoom BGC meeting be arranged to feed into December budget discussions (Clerk).

15. Finance and audit

- a) To receive financial report of income and expenditure for 6 months, April to September, compared to budget - Report discussed and to be put on website. Noted that, in some instances, there was no budget shown but expenditure was actually to be met from CIL money or NALC grant in earmarked reserves. **Clerk** to check with auditor or SPCA about accounting requirements for earmarked and other funds and whether existing 3 bank accounts could be condensed. **Clerk** to also pursue online banking.
- b) To ratify instruction to TGM to strim footpath on PC land off Heathway – Ratified by PC following prior approval by councillors by email.
- c) To note National Pay Award for Clerks backdated to 1st April – Approved.
- d) To receive update on amendments to bank mandate – Noel Talbot and Steve Jenkinson were confirmed as signatories. **Clerk** to arrange for Matt Crompton to be removed from mandate.

16. Parish Council matters

- a) To discuss any ideas for filling vacancies on the parish council – **Sarah Plater** to circulate her draft parish magazine article to other councillors for comments. **Clerk** to schedule next Zoom meeting now so link and i.d./password can be published in parish magazine.
- b) To consider if any interest in available training courses e.g. SPCA planning - None
- c) To note date of next meeting – Wednesday 4th November at 7.30pm, to be held by Zoom.

Meeting closed at 8.40pm