

COLTON PARISH COUNCIL MEETING, WEDNESDAY 2nd MARCH 2022

AT 7:30 PM AT COLTON VILLAGE HALL

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

Parishioner: Concerned about safety and effective barrier around hole in pavement, due to broken manhole cover near entrance to Village Hall.

Parishioner to check current situation and **Clerk** to report to Highways if required.

(No member of public may address meeting hereafter)

BUSINESS AGENDA

1. To note attendance and receive apologies for absence

In attendance were Councillors Noel Talbot (Chair for this meeting), Richard Birkin and Steve Jenkinson and Clerk Alison James. Apologies received from Councillors Sarah Plater, Emma Godwin, Mel Havelock-Crozier and Nigel Parry, District Councillor Shirley Barnett and County Councillor Richard Cox. 2 members of the public observed.

2. To receive declarations of interest – None.

3. To approve minutes of meeting held on 2nd February 2022 – Approved and signed.

4. Chairman's Announcements – None.

5. Payments

a) To approve the following payments:

i)	1884	Rob Keyzor Tree Surgeons – Tree inspections and report (including VAT)	£756.00
ii)	1885	Glasdon UK Ltd – 3 village signs (incl. VAT)	£3,180.67
iii)	1886	LDC – Annual play area inspection, October 2021 (incl. VAT)	£80.40
iv)	1887	Alison James – Clerk's salary, March (269.98); Home working expenses, 4 weeks, 5 Feb - 4 Mar (16.00);	£285.98
v)	1888	HMRC – Payroll taxes, January - March	£230.00

(Total of new payments for approval above is £4,533.05)

All payments above were approved. Village signs had been delivered. Mel Havelock-Crozier had contacted a further contractor who did not wish to quote for the installation work whilst another parishioner had expressed interest in quoting. **Clerk** to gather official quotes for consideration at next meeting.

6. HS2

Standings orders revoked to enable wider discussion.

To consider any developments and agree any action required including

a) Letters and questionnaires from HS2 about PC land off Heathway and common land at Stockwell Heath and potential ecology surveys – Clerk had chased a response from Hinson Parry but still awaited.

b) Response from Liz Davis to queries raised at January meeting and agreeing available dates for evening presentation on Early Environmental and Civils work - **Andy Chappell** had recently attended design webinar and downloaded various useful information as screen prints, which he offered to circulate to councillors. He and Sarah Plater had also attended the daytime presentation on Environmental and Civils work, which focused mainly on

construction routes whereas design issues are of more interest. It was agreed to try and arrange a meeting with HS2 either at 6.30pm before next PC meeting on 6th April or in first few days of following week (**Clerk**).

- c) Potential multi-agency meeting to discuss flooding issues in Fradley to Colton – Andy Chappell pointed out links between environmental modelling by Environment Agency, looking at flooding from Moreton Brook, and HS2 construction in areas higher up course of Brook down to Trent Valley. In particular, flooding down Sherracop Lane to B5013 could impact HS2 underpass. However, if that water was instead diverted onto fields this could ultimately put more water into Brook near church or at Trent Valley. It was agreed these links should be highlighted to HS2 and ideally in advance of any meeting (**Clerk**, using draft from **Andy Chappell**).
- d) Raising issues about connectivity to existing rail network – Andy Chappell's points had been put previously to SCC.

Standing orders reinstated.

7. Planning Matters

- a) To note any applications received and make observations to the Planning Authority:
 - i) 21/00817/FUL – Heavy Plant Services Ltd, Colton Road, Colton – Redevelopment of site and erection of 5 small industrial units (Use Class B2) with associated car parking and new highway access – Amended scheme of development – Comments already submitted as deadline reached.
 - ii) 22/00235/FUL – Land Off Colton Road, Colton – Erection of detached garage with first floor ancillary residential accommodation above – **Clerk** to submit comments made about residential use and parking etc.
 - iii) 22/00216/FUL - Newlands Cottage, Newlands Lane, Blithbury – Section 73 application for the variation of Condition 3 (external lighting) of application 21/00998/FUL to allow installation of 6 lighting columns – **Clerk** to submit comment requesting lighting impact assessment.
- b) To report on any recent decisions of the Planning Authority – None.
- c) To consider any further action required on application 18/01303/FULM – Proposed gas fired power station on Land North of Bellamour Lane – Nothing to report.
- d) To consider any update on application relating to mobile home at Moor Lane – Progress update to be sought from LDC for next meeting (**Clerk**).

8. Highways, Footpaths and Open Spaces

- a) To report on progress and agree any action required:
 - i) Flooding including Blithbury Road and Colton Road by the Yorkshireman and Environment Agency's modelling of brook flow – Discussed under HS2. Modelling does not appear to have given useful answers so far but clearing of drains on Blithbury Rd seems to have helped.
 - ii) Drain and gully clearance around the parish, including any response from Highways – Some clearance has made a difference as recent high rains have not caused problems. But Hollow Lane dip needs monitoring.
 - iii) Any footpath/Rights of Way issues – Unsuitable gate and electric fence on bridleway Colton 32 – **Clerk** to ask Emma Godwin if any progress.
 - iv) Potentially diseased ash trees by B5013 towards Admaston – Update to landowners – **Clerk** contacted 1 landowner but further updates needed.

- v) Rats at Stockwell Heath pond and response from LDC Environmental Health – **Clerk** to check with Sarah Plater if anything further heard from LDC. Still considered to be a problem.
- vi) Erosion of path alongside Moreton Brook – 2 parishioners had complained and Noel Talbot had circulated some photographs of exposed roots etc. Concerns expressed for safety due to volume of use, although difficulty of resolving it recognised. **Clerk** to contact a couple of suggested parishioners regarding land ownership and responsibility and also to ask SCC Rights of Way.

9. To receive update on delivery and installation of new village signs – see item 5.

10. To receive update on signage for village defibrillator – Richard Birkin had obtained and put up signs in various locations around the village.

11. To discuss action on Climate Change and working towards Carbon Neutral Colton

Another meeting held the previous week. Noel Talbot circulated a draft sheet which supported the Carbon Neutral Pledge, by listing some easy steps to take, with a reward system of points, stickers and badges. The school was to be approached to try to get children and their parents involved. An occasional Saturday repair shop had been suggested, possibly funded by a grant to enable tradesmen to be paid to offer repairs, demonstrations or advice. An article will be put in the parish magazine listing some easy wins. Various parishioners have expressed interest in planting some trees on their land and Nigel Parry is trying to get a quote for a bulk order. An approach to the British Trust for Conservation Volunteers was suggested.

12. To hear update from parish-wide meeting to discuss ways to celebrate the Queen's Platinum Jubilee in the parish

A group of interested parishioners, including some councillors, are working on this and meeting again the following week. Events planned from Thursday through to Sunday. As minuted previously (item 12 of meeting on 2/2/22) the PC has agreed a financial contribution.

13. Correspondence

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

- a) LDC – Community Governance Review, looking at current and future parish level provision across Lichfield District, with consultation launched inviting comments from parish councils, residents, businesses, community groups etc. (Email, circulated to cllrs)
- b) LDC – Request for information about planned Jubilee events, to compile district-wide list of events and potentially offer support (Email, circ. to cllrs) – **Clerk** to update LDC.
- c) TGM – Copies of insurance certificates for 2022 grounds maintenance (Email) – Clerk had instructed TGM for 2022 season.
- d) HS2 – Invitation to online presentation 'The journey of designing HS2 Phase 2a' on Monday 28th February 6-7pm, appointments for one-to-one virtual meetings with the Engagement team available on various dates and apprenticeship opportunities (Emails circulated to cllrs)
- e) '20's plenty for us' campaign – Invitation to online presentation about benefits of 20mph limits and campaign to get parish councils and SCC to support them, on Monday 28th February (revised date) at 7.30pm (Email, circulated to cllrs) – PC had previously agreed not to pursue this.

- f) Keep Britain Tidy – Opportunity to join The Great British Spring Clean between 25th March and 10th April and register for partner pack and collection bags (Email)
- g) Royal British Legion Industries – Invitation to 'Plant a tree for the Jubilee' as part of The Queen's Green Canopy project (Email, circulated to cllrs) – RBL thought to be too expensive but another option might be pursued.
- h) Community Foundation for Staffordshire – Entries invited for 2022 Best Kept Village competition (Email)
- i) CPRE, the countryside charity – Newsletter including invitation to join Star Count between 26 Feb and 6 March (Email)
- j) Rural Services Network – National inquiry into Rural Health and Care, to address rural health inequalities (Email)
- k) SCC – IT Buddy Sessions at Lichfield Library, where volunteers provide free drop-in service for support with IT on Mondays 2-3pm and Wednesdays 10-11am (Email)
- l) LDC – Residents asked to give views on re-developing Beacon Park golf course area for other uses (Email)
- m) SPCA – Weekly bulletins (Emails, circulated to cllrs)

14. Committees

To receive any update from Burial Ground Committee – Nothing to report.

15. Finance and audit

- a) 2021/22 accounts – To receive report of year-to-date receipts and payments against budget and bank reconciliations – Clerk had circulated report (attached) and highlighted main points. Purchase of village signs caused an overspend against budget but sufficient funds available in general reserves to cover that. **Clerk** to ask **Emma Godwin** to check and approve latest bank reconciliation. It was suggested that PC laptop might benefit from an upgrade to its drive or other maintenance to prolong its life.
- b) 2021/22 accounts – To agree any earmarking of reserves at end of financial year – Table, previously circulated, of suggested earmarking at year end (attached) was approved. A suggestion had also been made to earmark £1,000 for Climate Action initiatives. Clerk explained that she did not think this was appropriate at the moment, in the absence of specific costed proposals. There are sufficient funds in general reserves to enable projects to be pursued once firmer costed proposals are put forward.
- c) To agree arrangements for Clerk's salary review for 1st April – **Clerk** to contact Sarah Plater re undertaking review agreed in employment contract.
- d) War Memorial - To consider progress on arranging a professional inspection and estimate of re-instatement value for insurance – Latest firm approached had said they hoped to call by the memorial that week and prepare a quote.
- e) To follow up actions on revised Risk Assessment including safe document storage – Scanning of burial registers – **Clerk** still to complete.

16. Parish Council matters

- a) To review progress and response to delivery of parish magazine to households – March magazine had gone out. Responses so far were appreciative.
- b) To agree any action required following tree inspection report – Steve Jenkinson had studied report, which did not contain any pressing safety

issues. Only 2 trees mentioned for further consideration – an oak in pit area on PC land off Heathway and a willow by Stockwell Heath pond. **Andy Chappell** offered to check its location in relation to the HS2 line.

- c) To review draft information pack for new councillors – Update with finance information – **Clerk** still to add this.
- d) To consider further arrangements for Parish Assembly on Thursday 19th May – **Clerk** to issue invitations to village organisations soon, stressing intention for a more sociable, enjoyable occasion with chance to advertise for new members rather than report on past activity. **Clerk** to also put advert in April and May parish magazines. Start time of 7pm agreed.
- e) To consider whether to support petition to allow remote and hybrid meetings and write to Secretary of State accordingly – **Clerk** to write in support.
- f) Date of next meeting – Wednesday 6th April at 7.30pm
Close of meeting: 9.05 pm