

COLTON PARISH COUNCIL MEETING, WEDNESDAY 4th MAY 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) – No items raised.

(No member of public may address meeting hereafter)

BUSINESS AGENDA

1. To note attendance and receive apologies for absence

In attendance were Councillors Sarah Plater, Mel Havelock-Crozier (left after item 8), Steve Jenkinson, Nigel Parry and Noel Talbot and Clerk Alison James. Apologies were received from Councillors Emma Godwin and Richard Birkin, District Councillor Shirley Barnett and County Councillor Richard Cox. 1 member of the public observed. Sarah Plater was appointed to chair this meeting.

2. To receive declarations of interest - None

3. To approve minutes of meeting held on 6th April 2022 – Approved and signed.

4. Chairman's Announcements - None

5. Payments

a) To approve the following payments:

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| i) | 1897 | Starboard Systems – Scribe Accounts software and support, 1 Jul 22 – 30 Jun 23, incl. VAT | £345.60 |
| ii) | 1898 | Alison James – Clerk's salary, May, at new rate after pay increase following review (315.33); Home working expenses, 4 weeks, 9 Apr – 6 May (16.00); Back pay for April after increase backdated to 1 Apr (40.56); Reimbursement for set of printer cartridges (36.59) | £408.48 |
| iii) | 1899 | Insurance provider – Annual PC insurance, 1 Jun 22 – 31 May 23 (Payee and amount subject to agreement at item 15 c)) | t.b.c. |

(Total of new payments for approval above is £754.08 plus insurance renewal premium to be agreed)

Cheques 1897 and 1898 were approved as above. Cheque 1899 to be agreed at item 15 c).

6. HS2

Standing orders revoked and reinstated at end of item, to enable contribution from Andy Chappell, who is acting as a PC representative in HS2 discussions.

To consider any developments and agree any action required including

- Questionnaires from HS2 about PC land off Heathway and common land at Stockwell Heath and potential ecology surveys – New letter with Health and Safety questionnaire received about surveys to be carried out at land around Stockwell Heath pond over the next 2 years from 13th May.
- Response from Liz Davis to queries raised at January meeting – Liz Davis had arranged for certain misleading road signs to be removed. **Clerk** to follow up questions about junction of Hollow Lane and Blithbury Rd.
- Meeting with HS2 and Environment Agency to discuss flooding issues and issue raised about location of spoil sites – Emma Godwin had asked some questions about spoil sites and Andy Chappell recommended raising whether

they would be permanent or temporary. Flooding meeting and site meeting to go ahead on 23rd/24th May. Location of site visit not confirmed but Andy Chappell suggested meeting on Sherracop Lane to discuss flooding issues there and as they affect B5013. He stressed that Environment Agency work on flooding along Moreton Brook was relevant as all inter-linked. **Clerk** to promptly ask if HS2 have received details of the EA modelling of brook flow and also raise question about spoil sites.

7. Planning Matters

- a) To note any applications received and make observations to the Planning Authority: None received
- 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 – **Clerk** had raised again with LDC Enforcement and would chase response for next meeting.

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 item 6 c).
 - ii) Drain and gully clearance around the parish – Steve Jenkinson had obtained updated quotes from 2 contractors for their daily rate and waste disposal charges. After discussion, it was agreed that Steve Jenkinson should seek an updated quote from the 3rd contractor, clarifying whether they charged extra for waste disposal, and also establish roughly how many gullies they could clear in a day. They should be told to move on to another gully if they found it significantly blocked and Highways should be asked to do those. Subject to confirmation that the 3rd contractor was still competitive, PC agreed that **Steve Jenkinson** would confirm details by email to all councillors and **Clerk** would be authorised to instruct the contractor, with a spend of up to £1,000 approved. **Sarah Plater** offered to produce a map of the gullies to be tackled (to include Bellamour Way near bridge, those under Bellamour Lane bridge, 1 in Hollow Lane, 1 at Bellamour Corner and 1 under Trent Valley railway bridge).
 - iii) Any footpath/Rights of Way issues – It was noted that some new kissing gates had been installed on the Staffordshire Way.
 - iv) Rats at Stockwell Heath pond and any response from LDC Environmental Health – Sarah Plater had not had response from LDC to her further questions. It was understood from residents that situation had deteriorated but PC agreed to wait for LDC response.
 - v) Erosion of path alongside Moreton Brook - Enquiries about land ownership – Enquiries of long-standing parishioner had not proved possible yet. Noel Talbot commented that path is becoming dangerous. **Sarah Plater** and **Mel Havelock-Crozier** to find a map and ask a solicitor contact about obtaining Land Registry ownership details.
 - vi) Hole in pavement near Village Hall drive – Highways had passed details to BT as party responsible for the defective manhole cover. **Clerk** to ask Highways who they have contacted at BT in order to pursue.

- vii) Safety issues at junction of B5013 and Bellamour Lane – An email had been received from a parishioner expressing concerns about boy racers and accidents. Mel Havelock-Crozier said she had regularly reported incidents to the police and she provided recent incident numbers to Clerk. **Clerk** to contact SCC road safety team and police contacts suggested by Richard Birkin.
- viii) Fallen willow near the brook bridge – PC aware of this but not sure if anyone affected other than farmer.
- ix) Email of 27 April from Colton WI Committee requesting action on weeds on pavements around village, particularly High St – PC recognised the problem but had been advised of difficulty of removing weeds without use of weedkiller. **Clerk** to request action from SCC Highways. An article in the parish magazine was also suggested, asking residents if they could remove any weeds against their own walls etc.

9. To receive update on installation of new village signs and licence from SCC

PC had now received licence from SCC permitting installation of the signs but chosen contractor would need to obtain a permit to dig and pay fee. Sarah Plater had asked SCC for guidance, explaining that PC wished to use a local contractor that would not be accredited for street works. Steve Jenkinson had sought quotes from 2 larger contractors without success so far.

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

Nigel Parry had circulated a draft presentation and planned to launch the 'Pledges' scheme at the Parish Assembly. PC approved up to £100 to be spent on stickers and badges for the scheme.

11. To receive update on celebration of the Queen's Platinum Jubilee in the parish, including road closure application

LDC had previously said they had no objection in principle to the proposed road closure for the Street Party in the afternoon of Sunday 5th June but ultimately it was a police decision. Clerk had put in the formal application with the closure time extended to 2pm-8pm and a response was awaited.

12. War Memorial

To note plans for service at the War Memorial to mark the centenary of its unveiling on Saturday 30th July at 3pm and approval of road closure for Bellamour Way between 2.30pm and 4pm – Clerk had passed the road closure notice to those organising the service and to magazine editor.

13. Correspondence

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

- a) County Cllr Richard Cox – 2022 Community Fund now open for applications (by end October). Each county councillor has up to £2,500 funding for community groups for projects about looking after ourselves, those around us and the place you live (Email, circulated to cllrs)
- b) County Cllr Richard Cox – Agenda for Lichfield Rural West Division inaugural Parish Forum meeting on Monday 25th April (Email, circulated to cllrs)
- c) HS2 – Further series of one-to-one appointments available for booking with HS2 Engagement team including 25 May at Colton Village Hall (Email)
- d) CPRE – Spring newsletter (Email)
- e) SPCA – Weekly bulletins (Emails, circulated to cllrs)

14. Committees

To receive any update from Burial Ground Committee – Meeting to be held on 17th May. Noel Talbot raised that children's graves had been left smothered in grass which had upset relatives. **Sarah Plater** agreed to check and discuss with TGM.

15. Finance and audit

- a) 2021/22 accounts – To update on progress with Annual Governance and Accountability Return (AGAR) and internal audit – **Clerk** to prepare year end accounts and draft AGAR for internal audit on 13th May.
- b) 2022/23 accounts – To note LDC remittance advice for precept of £12,427
- c) To agree required cover and provider for PC's annual insurance renewal on 1st June – Clerk had circulated renewal quote from existing insurers together with a lower quote from brokers recommended by auditor as used by SLCC. PC agreed to take up quote from Gallaghers/Hiscox (**Clerk**)
- d) War Memorial - To consider progress on arranging a professional inspection and estimate of re-instatement value for insurance - Clerk had been unable to find a firm willing to provide these at an acceptable cost so PC agreed that item be dropped.
- e) To follow up actions on revised Risk Assessment including safe document storage – Scanning of burial registers – **Clerk** still to do.

16. Parish Council matters

- a) To hear any update from Parish Lands Trust on their proposal for planters and bulbs at entrances to village – PLT confirmed that they intended to provide money but wanted PC to organise, which it had previously agreed it was not prepared to take on.
- b) To review draft information pack for new councillors – Update with finance information – **Clerk** still to do.
- c) To agree any further arrangements for Parish Assembly on Thursday 19th May – Ideas for promoting the social evening were discussed and a broad agenda for the evening was agreed, to include a reminder about the gas power station planning application, information about Carbon Neutral Colton and Jubilee celebrations and ideas and what's involved in applying for HS2 Community and Environment funds. PC approved a budget of up to £100 for refreshments.
- d) Date of next meeting – Wednesday 1st June at 7.30pm
Nigel Parry agreed to chair the meeting.

Close of meeting 9:05pm