

COLTON PARISH COUNCIL MEETING, WEDNESDAY 5th APRIL 2023

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) – Nothing to report

(No member of the public may address the meeting hereafter)

BUSINESS AGENDA

1. To note attendance and receive apologies for absence

In attendance were Cllrs Noel Talbot (NT) (who chaired the meeting), Richard Birkin (RB) and Mel Havelock-Crozier (MH-C) and Clerk Alison James. Apologies received from Cllr Nigel Parry (NP) and District Cllr Shirley Barnett. 3 members of the public observed.

2. To receive declarations of interest - None

3. To approve minutes of the meeting held on 1st March – Minutes were approved and signed by NT.

4. To note resignation of Cllr David Grewer – Regrettably David Grewer had decided to resign due to the volume of correspondence which he did not feel he could devote sufficient time to. **Clerk** to email thanks. In future, **Clerk** to highlight the most significant or urgent correspondence to assist cllrs in prioritising emails.

5. Chairman's Announcements - None

6. Payments

a) To approve the following payments:

i)	1943	SPCA – Annual membership 23/24 including NALC affiliation	£231.03
ii)	1944	Alison James – Clerk's salary, April (336.13); Home working expenses, 5 weeks, 4 Mar – 7 Apr (20.00); Reimbursement for bank payment on 29 Mar to magazine delivery girl for April (20.00); BGC Clerk salary, 1 Jan – 31 Mar (137.50) less tax (27.50)	£486.13
iii)	1945	TGM – Gritting of various roads on 8 and 14 March (150.00) plus VAT	£180.00

(Total of new payments above is £897.16)

Above payments were all approved. **Clerk** was asked to pass on the PC's thanks to the magazine delivery girl for doing a good job.

7. HS2

To consider any developments and agree any action required including

- Feedback from quarterly update meeting between HS2 and local parish councils on 8th March - NP had joined online meeting and Clerk for part of it. Copies of some of the presentations had been circulated afterwards to cllrs.
- Letter from Kier about schedule of non-intrusive surveys on PC land at Heathway and common land by Stockwell Heath pond – Clerk noted receipt of letter but nothing of any particular significance or concern.
- Flooding issues including land ownership/tree planting and flooding at top of High Street/Newlands Lane – No further correspondence recently but it was noted that the previous week's rain did not appear to have raised any more issues.

- d) Initiative to progress projects and applications for funding from Community and Environment Fund – In NP's absence, it was noted that another meeting was to be organised for mid/late May.

8. Planning Matters

- a) To note any applications received and make observations to the Planning Authority:
 - i) 23/00315/FUL – 6 Williscroft Place, Bellamour Way, Colton – Extension of neighbouring dropped kerb – It was noted that existing wall looked unsafe. Application included removal of part of the wall but creation of a new pillar to retain character, plans having been discussed on site with LDC's Conservation Officer apparently. PC agreed, as for a previous application, not to submit any comments and leave LDC to decide.
 - ii) 23/00190/COU – 8 Old Wood Farm, Blithbury Road, Colton – Conversion and alteration of agricultural buildings to form 1 dwelling and ancillary annex – No comments made at meeting.
- b) To report on any recent decisions of the Planning Authority:
 - i) 22/01660/FUL – Lea Hall Farm, Lea Lane, Rugeley – Creation of a new access track from the main access to original farmhouse - Approved

9. Highways, Footpaths and Open Spaces

- a) To report on progress and agree any action required:
 - i) Any flooding or drain issues – Blocked drain near brook bridge – Further report and photo submitted to Highways. **Clerk** to highlight to Richard Cox and Garry Hunt. It was however noted that, despite recent heavy rain, it had not flooded at the brook bridge which suggested that the additional drain clearing funded by the PC had been beneficial.
 - ii) Rats at Stockwell Heath pond - Any update from LDC Environmental Health – PC agreed to take this item off the agenda (**Clerk**) as PC had done what it could and any action rested with LDC.
 - iii) Erosion of path alongside Moreton Brook - Enquiries about land ownership and possible landscaping options – PC agreed to keep item on agenda pending any update from PLT, who were understood to be pursuing the matter with Environment Agency.
 - iv) Litter picking event on Saturday 8th April – Clerk had borrowed equipment from LDC, who can also be contacted to collect bags. The Greyhound would be providing refreshments and would bill the PC afterwards.
 - v) Mud at side of Bellamour Lane near Bellamour Corner – Reported to LDC who were due to sweep road so take off agenda now (**Clerk**).
 - vi) Additional road gritting – 2 lots of gritting carried out in recent frost and snow, which kept High St and side roads clear so a major success. **RB** to thank TGM.
 - vii) Parking issues in the village – Article was included in March magazine but problems were getting worse. **RB** had made some enquiries about whether LDC would put warning notices on vehicles and would pursue.
 - viii) Parishioner's reports about potholes on Newlands Lane and Blithbury road sign – Parishioner had raised with Richard Cox and been advised to report each pothole. LDC had responded about the Blithbury sign saying it was not specifically its responsibility nor SCC and suggesting PC might like to consider replacing the sign.

10.To consider progress on installation of new village signs

After last PC meeting Clerk had asked SCC to instruct its contractor to install and to provide updated cost. SCC had asked for further details of the signs but already had all available detail. **Clerk** to chase up SCC again. **Clerk** to also contact clerk at Hixon, as signs had recently been installed there.

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

Nothing to report in NP's absence and pending another group meeting.

12.To consider progress on reducing dog fouling around village including proposed banners

Informal conversations had suggested that certain PLT members would agree in principle to having bag dispensers and banner on the Martlins. However the PLT meeting had decided against them and PC was disappointed that at least one of its nominees had voted against PC wishes. PC was only trying to respond to many complaints about dog fouling from parishioners. **Clerk** to check latest response from PLT Clerk and put discussion about PLT nominees on next agenda.

13.Correspondence

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

- a) HS2 – Overnight road closures on Jonghams Lane 9pm-5am and occasional daytime temporary traffic lights on B5013 between 20th March and 22nd April (Email, circulated to cllrs)
- b) SCC – Notice of blanket order for preventative pre-patching works requiring one way traffic and 10mph speed restriction on various roads between 1st May 2023 and 30th April 2024 including A51 at Brereton Hill and B5013 Colton Road and Uttoxeter Road (Email, circulated to cllrs)
- c) VHMC – Notification of price rise for Village Hall hire from 1st April (Email, circulated to cllrs)
- d) HS2 – Presentations, including early environmental works and land possessions, from quarterly update meeting with local parish councils (Email, circulated to cllrs)
- e) The Community Foundation for Staffs – Information about 'The Big Help Out' to promote volunteering as part of the celebrations of the Coronation (Email, circulated to cllrs)
- f) The Community Foundation for Staffs – Grants of up to £1,000 available from the We Love Lichfield Fund (closing date 30th April) for local organisations providing services to, or improving the lives of, local people (Email)
- g) SPCA – Weekly bulletins including updated JPAG practitioner's guide (Emails, circulated to cllrs)

14.Committees

To discuss future arrangements for managing the burial grounds and the Burial Ground Committee including response to approach suggested by Cllr Noel Talbot –

The suggested approach was for all councillors to be on the BGC to ensure a quorum and for meetings to be held quarterly immediately before a PC meeting. PC had included extra funds in its 23/24 budget for BGC to increase burial ground maintenance. Parishioner members had responded in agreement and approved instruction of TGM by BGC Clerk for 2 items of work, with 3rd item relating to clearing mounds of soil and use of bins to be deferred for discussion at next BGC

meeting. Meeting proposed for 7pm before PC meeting on Wednesday 7th June (**Clerk** to arrange). **Clerk** to circulate copy of rules and regulations to cllrs.

15. Finance and audit

- a) To note receipt of the Annual Governance and Accountability Return (AGAR) for 2022/23 from the external auditors Mazars – Documents and guidance received by Clerk for completion before internal audit on 19th May and consideration by PC at June meeting.
- b) To confirm terms of instruction of contractors for grounds maintenance for 2023 season – Terms of instruction from previous 2 years had been circulated to cllrs. PC agreed that **Clerk** formally instructs TGM, with quality to be closely monitored and any concerns raised. Any extra tasks could be added as required.
- c) To hear report on actions from PC's risk assessment – Document had been amended in line with PC comments at February meeting and put on website. **Clerk** had made action list and had so far completed notes on VAT returns and would complete her notes for cllrs in the event of unexpected absence. **Clerk** to contact VPMC about potential storage of certain documents in Village Hall loft.
- d) To consider installation of an additional defibrillator at the top end of the village – **Clerk** to ask NP for further details. RB said it may be too expensive and possibly too many for a small village. PC had already arranged signs around village to existing one and its registration on national database.

16. Parish Council matters

- a) To hear update on arrangements for the May 2023 parish elections – 4 candidates had been successfully nominated but 7 seats are available so no vote required and there would be vacancies for co-option afterwards.
- b) To hear response from PLT about receiving feedback from PC nominees – **Clerk** to check PLT Clerk's response but thought some feedback had been agreed.
- c) To further discuss arrangements for village Coronation celebrations – MH-C reported that arrangements are all in hand including ceilidh and duck race. PC thought figures recently received from VPMC treasurer on Jubilee funding were incorrect so **Clerk** to reply. **MH-C** to ask Sarah Plater about whereabouts of PC laminating machine.
- d) To discuss arrangements for Parish Assembly social evening on Thursday 25th May – **Clerk** to send invitations with emphasis on short updates only from organisations, as last year. **MH-C** kindly offered to shop for the refreshments and was thanked for her time and work on PC.
- e) To agree preferred option for Clerk's PC laptop upgrade or replacement – **Clerk** had obtained initial quotes for a new solid state drive or a replacement and cllrs were happy for her to make decision, though probably advisable to wait until after year end accounts and AGAR completed.
- f) Date of next meeting – Revised to proposed date of Wednesday 17th May at 7pm (due to post-election requirements and cllr holidays) and to include Annual Council Meeting. **Clerk** to check with VPMC and other cllrs.

Meeting closed at 9:10pm