

**COLTON PARISH COUNCIL MEETING, THURSDAY 13th SEPTEMBER 2018,
COLTON VILLAGE HALL AT 7:00 PM**

PRESENT: Acting Chair Mrs Emma Godwin, Cllrs Mrs Sarah Plater and Matt Crompton and Clerk Alison James. Cllr Mrs Shirley Barnett arrived later. 5 members of the public.

APOLOGIES: Mrs Shirley Barnett to be late due to LDC meeting.

DISCLOSURE OF INTERESTS: Emma Godwin – items 4, 6 a) ii) ; Sarah Plater– 4

PUBLIC PARTICIPATION (Maximum of 20 mins):

Agenda items 9 (War Memorial) and 4 (HS2) were taken early for public participation.

Mike Pyle – Had submitted report to PC on behalf of working group, stating that in his view the refurbishment works had been completed by Gary Hancock as per the specification. Had also made additional points about condition of tarmac, with a gap between wall and road tarmac, leading dirt to accumulate and making it look untidy. Had asked Gary Hancock for a quote to rectify. Also, the engineering bricks had spoiled, primarily due to the weather last winter so had not been in the specified works. Blue bricks could be put in so he had also asked for a quote for that too. Gary Hancock had managed to cut out the planters, clean them up and refit them, at his own expense. The remaining items which were left out of the revised specification to reduce costs were the plaque, for which there is a possible sponsor and wording is needed, and the bench. Asked if an official opening or re-dedication is wanted. Noted there is a possible problem with the light as the street light is overpowering the sensor. The overhanging tree still needed trimming but Gareth Hare had offered to do it free of charge, once permission for the work in a conservation area had been received. Regarding time capsule, it might be difficult to lift a slab but thought it might be something that the History Society or schoolchildren might do. He would paint the gate at his own expense once the handrail had been fitted, had filed down the latch and would sort out the problem with the light.

Emma Godwin and Sarah Plater said they supported the PC putting in the bench, which was agreed. Sarah offered to look for something suitable and make a proposal.

Matt Crompton expressed PC's thanks to Mike Pyle and the working group and the benefactor for all their efforts and generosity.

Mike Pyle had also drafted an article for the parish magazine which, after comments from councillors, had been submitted to the editor.

Andy Chappell: There had been a lot of noise recently about cancelling HS2 but we should carry on with pressure for road safety measures via Rachna Shah and also Sarah Mallen and Martyn Tittley.

Clerk reported that Rachna Shah had said the issue was awaiting a response from HS2 CEO's office.

Parishioner: Raised the issue of proposed gas station off Bellamour Lane. No planning application had yet been submitted. A local resident had contacted Stratera to try to get further information.

Parishioner: It is a power station and of significant size. Anything above 50MW needs permission from the Secretary of State with resultant high costs, so Stratera have crept in under that limit, siting 2 separate stations of 49.9MW in 2 parishes under 2 planning authorities. They can also apply for a backup battery system at 49.9MW. Deadline for LDC to deal with any application is much shorter (6 weeks). Site chosen as close to overhead pylons and national gas line. Thinks that although Rugeley power

station has been closed down, it has not been sited there as not a big enough gas pipe there.

Sarah Plater commented that not many turned up to the public exhibition and she is not sure whether those who don't live in the immediate vicinity of the plant will care.

Andy Chappell: Stratera's communication was bad as they didn't tell all residents.

Parishioner: There would be noise from such a gas station and potentially vibration when it starts up. Also the height and size of the towers is a concern. Whilst cleaner than coal, there would still be emissions.

Parishioner: If they allow this sort of development in that rural area, with possibly a backup battery station as well, it could open the floodgates to further developments.

PC agreed Clerk should contact Michael Fabricant urgently and it was noted that under proposed boundary reforms, Colwich would fall into his constituency. It would also be worth working with Colwich and involving Martyn Tittley. Clerk had already contacted Colwich PC but not yet had a reply.

AGENDA (No member of public may address meeting hereafter):

1. Minutes of meeting held on 12th July 2018 were approved and signed.

2. Chairman's Announcements - None

3. Payments

- a) The following payment made during August was ratified:
 - i) 1695 Alison James – Clerk's salary, August (222.06);
Home working expenses, 4 weeks, 14 July-
10 August (16.00) £238.06
- b) To approve the following payments:
 - i) 1696 Trent Grounds Maintenance – Grass cutting at
Village Hall and various verges - 1 cut in July
(167.40), 2 cuts in August (277.80) £445.20
 - ii) 1697 Alison James – Clerk's salary, Sept (222.06);
Home working exps, 5 weeks, 11 Aug – 14
Sep (20.00); BGC Clerk salary 26 May –
25 Aug (125.00) less tax (25.00) £342.06
 - iii) 1698 G Hancock – War Memorial refurbishment
less 5% retainer (*To be confirmed*) £6,418.20
 - iv) 1699 Petty cash £50.00
 - v) 1700 Clarke Computers – 2 hrs IT support
(*To be confirmed*) £100.00

(Total payments above, to ratify or approve this month = £7,593.52)

Payee for cheque 1698 was amended to G.H.L (Staffordshire) Ltd and all payments were approved except cheque 1700. An invoice was still needed to confirm the amount and whether VAT would be charged.

4. HS2

- a) Any update on response to petition and support from Michael Fabricant MP
- b) Road Safety Fund and Woodlands Fund
- c) Any other HS2 matters – Phase 1 engagement drop in sessions

No further discussion on these items after the comments during Public Participation.

5. Police matters

Update on officers covering Colton – Sarah Plater would resend the email with details of the officers' name including Adam Macaree.

Recent thefts and break-in – Emma Godwin said there had been a spate of thefts locally by well-planned criminals e.g. one accessed off Sherracop where they had bypassed cameras and drugged dogs. Need to warn people to be vigilant to use of drones to scope out. If anyone hears anything, they should contact Andy Chappell who can arrange a Smart Alert.

6. Planning Matters

- a) To ratify/consider and make observations to the Planning Authority:
 - i) 18/01030/ABN – Field to the North East of Boughey Hall, School Lane, Colton – Erection of farm building for storage and animal shelter – Comments submitted but application subsequently withdrawn
 - ii) 18/01139/COU – Old Wood Farm, 6 Blithbury Road, Colton – Change of use of part of farm from agricultural use to equine use to form livery consisting of 8 stables and menage – Comments submitted. Highways have now raised similar issues about pulling in off the road.
 - iii) 18/01240/FUL – Hamley Heath Barn, Jonghams Lane, Hamley Heath – First floor extension to side – Nil return submitted. However subsequently a parishioner had asked for support for his comments about loss of privacy. **Clerk** to contact the planning officer to offer PC support for those comments, even though the deadline had passed.
 - iv) 18/01282/FUL – Forge House, Bellamour Way, Colton – Installation of decorative steel entrance gates to replace existing timber entrance gates – Some councillors had commented that they did not think the gates were appropriate but Matt Crompton said that there were other metal gates in the conservation area and thought they might be wanted for better security. **Clerk** to submit the various comments.
- b) To report on decisions of the Planning Authority (List of delegated decisions for June and July received from LDC):
 - i) 18/00652/FUL – 4 Martlin Cottages, Martlin Lane, Colton – Single storey extension to front to form WC - Approved
- c) Any other planning matters:
 - i) Blue Wall - Clerk had further investigated the process of listing, which required contact details for the owners, which she was uncertain of, and a description of why the listing was needed, historical research and references etc. Sarah Plater asked why listing was being considered and Matt Crompton felt that there were other more important things to deal with. Standing orders were revoked to ask the views of a parishioner present, who did not wish the wall to be listed and thought that if it were in any danger of falling down, Network Rail would deal with it because of its impact on the railway. PC agreed not to pursue the listing.
 - ii) New building at Heavy Plant Services site – Clerk had reported this to LDC and was asked to chase a response again and also to ask Shirley Barnett to pursue.
 - iii) Proposed back up energy facility off Bellamour Lane – discussed under Public Participation.

7. Highways & Footpaths

- a) Pending. To report on progress of pending issues:
 - i) Action on state of roads and pavements around parish – Potholes on Colton Road and elsewhere; Flooding on river bridge and under railway bridge; Flooding on B5013 to Abbots Bromley near Hamley Heath; Roundabout at bottom of High St; Footpath alongside Colton Rd –

Clerk and others had reported roundabout again and asked Martyn Tittley to pursue. Clerk to chase a response and also to raise with head of Highways, as work was not done correctly at the time of the road resurfacing. Sarah Plater had again reported the footpath alongside Colton Rd and received the same response as before.

- ii) Trees obscuring view and broken fence at Rugeley Trent Valley station – Fence had already been removed. Sarah Plater had followed up trees with Network Rail and was awaiting a response.
- iii) Speed of traffic on Bellamour Way and High St - nothing heard yet following request to Martyn Tittley for monitoring.
- iv) Flooding of footpath 49 – no longer an issue.
- b) Matters arising since last meeting:
 - i) Various footpath obstructions and damaged stiles/gates – Emma Godwin reported SCC activity on footpath 49, with new stile put in and rubbish dumped by house owner cleared. Also kissing gate at Stockwell Heath repaired. However, no action yet on several other items reported by a parishioner.
 - ii) Letter from parishioner about removal of road sign at Newlands Lane – Emma Godwin to check the situation and report to Clerk for action.
 - iii) Strimming of footpath by PC land at Heathway – PC had asked TGM to do this and their bill is awaited.
 - iv) Bench at bottom of Martlin Lane – Sarah Plater asked if PC was prepared to pay to renovate it, as it belongs to the PC and is rotten. It was agreed she would make some enquiries about cost.

8. Village Hall play area

- a) PC invitation to official opening of playground on 14th September at 3.30pm – Several councillors hoped to attend.
- b) Annual play area inspection – LDC had been in contact and it had been agreed with VHMC that an inspection was still needed for insurance cover.
- c) Email of 25/6 from VHMC chairman about funding of future maintenance work – It had been agreed in principle previously that any non-spend of the annual play area budget would be put into earmarked reserves.

9. War Memorial Refurbishment

- a) Receipt of donation of £4,000 from benefactor towards works
 - b) Completion of refurbishment works and payment of contractor less retainer
- These items were discussed during Public Participation.

10. Commemoration of 100th anniversary of end of First World War

- a) Proposed arrangements including Remembrance services, History Society exhibition, bell ringing, commemorative edition of Parish News and road closure – a meeting of various parties had been held in August and arrangements were in hand.
- b) Request from PCC for donation of £150 towards cost of special edition of Parish News – agreed by PC.
- c) Potential donation to History Society towards cost of exhibition – An outline of plans and costs had been received and PC agreed that it would pay the £250 cost for the exhibition.

11. Adoption of phone box

Workman had contacted Sarah Plater and said he would do the work once he was fit and back at work.

Sarah had previously removed the broken glass and would investigate getting this replaced with perspex.

12. Correspondence

To consider items of correspondence received:

- a) HS2 Ltd – HS2 Phase 2A newsletter (Email, circulated to cllrs, copy for noticeboard and website)
- b) LDC – Notice of next Parish Forum meeting on Monday 22nd October at 7pm (Email, circulated to cllrs)
- c) LDC – ‘Be a councillor’ sessions on 10th October (Email, circulated to cllrs, poster for noticeboard)
- d) CCS – Notice of extraordinary meeting to mark closure of CCS (Post and email, circulated to cllrs)
- e) SPCA – Weekly bulletins including details of SPCA Executive Committee nominations, Small Scale Flood Alleviation funding applications and Round Table on Rural Buses (Emails, circulated to cllrs) – It was raised whether flood funding could be used to look at the brook. **Sarah Plater** offered to find out what was involved in applying for funding.
- f) CCRPG – Agenda and, subsequently, minutes for meeting on 31st July (Email, circulated to cllrs)
- g) SCC – End of WW1 commemorations and availability of Staffs Great War website for information and publicity (Email, circulated to cllrs)
- h) Action on Hearing Loss charity – Information about project funded by LDC to run information sessions and hearing checks (Email, circulated to cllrs, poster for noticeboard)
- i) Staffordshire Police – Newsletter, July (Email, circulated to cllrs)
- j) Staffordshire Commissioner – New governance arrangements for fire and rescue began on 1st August (Email)
- k) Stafford BC – New Local Plan consultation (closing 18th Sept) (Email)
- l) Staffs Playing Fields Assocn – Annual report and papers for AGM (Email)
- m) SCC – Weekly news updates including pothole repairs (Emails)
- n) SCC – Staffordshire History Festival in Sept and October (Email)
- o) LDC – Calendar of Meetings and Forward Plan (Emails)
- p) Rural Services Network – Various bulletins (Emails)

13. Committees

Burial Ground Committee– Update on any matters arising–Next meeting in October

14. Finance

- a) Annual Governance and Accountability Return 2017-18 – After submitting a Part 3 return, Mazars had asked if PC wanted an external audit carried out at cost of £200. After further advice and clarification from Alan Toplis and Mazars, Clerk was told that Colton could after all complete a certificate of exemption. This had been done and required additional information to be put on the website.
- b) Internal Auditor’s comments including revision of standing orders and financial regulations – Clerk had obtained NALC’s template for standing orders which included certain new legal requirements that should be retained. But the template needed to be adapted to fit this PC’s current orders. **Clerk** to pursue.

- c) Asset register – nothing to report.
- d) Review of Risk Assessment – Revised and now awaiting Alan Toplis' comments on his return from holiday. Will then need to be added to website.
- e) Licence for land at Heathway – This needed to be sent soon to licensee for renewal due in October (Clerk).

15. Parish Council matters

- a) PC representation on VHMC – Matt Crompton to be representative but not Sarah Plater as well, otherwise PC would not be quorate on any VH matters.
- b) Registration of Council land – Access land at Heathway – Emma Godwin had put together licence and Clerk sought further clarification as to who it should be sent to (Clerk to send to tenants with letter).
- c) Development of new Parish Council website using transparency grant – A domain name had been agreed (coltonpc.org.uk) but Clerk had not yet been trained to maintain the website as had only recently got new laptop set up. PC asked for the new website go live straight away anyway (Clerk to contact Vision ICT immediately).
- d) Purchase of Parish Council laptop using transparency grant and IT support – After some difficulty in communications, Clerk had a visit from IT support lady and laptop, software and printer were now set up, with invoice awaited.
- e) General Data Protection Regulation – Clerk had created an information and data policy document, based on another council's policy and the NALC toolkit. Clerk to circulate to cllrs for comments.
- f) SPCA training sessions – Available but no interest/already undertaken.
- g) Next meeting date – correct date is Thursday 11th October 2018

Close of meeting 8:40pm