

**COLTON PARISH COUNCIL MEETING, THURSDAY 13th JUNE 2019,
COLTON VILLAGE HALL AT 7:30 PM (Start delayed)**

PRESENT: Acting Chairman Sarah Plater, Cllrs Steve Jenkinson and Matt Crompton (arrived during Public Participation), County Cllr Martyn Tittley and Clerk Alison James. 6 members of the public.

APOLOGIES: Cllrs Emma Godwin and Noel Talbot, District Cllr Shirley Barnett

DISCLOSURE OF INTERESTS: None

PUBLIC PARTICIPATION (Maximum of 20 mins):

It was agreed that, as previously, agenda items on HS2 and the Power Station should be opened to discussion here.

Parishioner: Recently notified PC that footpath 53 on the PC's land off Heathway is overgrown. Also a large vehicle has ploughed through the fence and dumped a lot of green rubbish.

Sarah Plater confirmed that TGM would be asked to cut back the footpath again, as they had last year. The licensee of PC land had originally said he would replace the fence but not done so far. It might be appropriate for PC to write and ask plans.

Parishioner: Asked about grass cutting around the brook bridge as it seems to be the only part that has not been done and looking untidy now.

Sarah Plater said it was only cut once last year. PC has quotes for getting it done and would discuss later. The section from the bridge to the B5013 is left uncut longer due to the daffodils but agreed could be cut now.

Parishioner: Asked if the PC would be seeking any action on the section of boundary wall between Greyhound and Cedar Cottage, which was removed for works and has not been put back. Quoted comments of Conservation Officer on another application involving removal of a wall. Also commented that brown bins without a current year sticker still appear to be being emptied.

Martyn Tittley said that operatives have access to a download of those who have paid in the cab of their vehicle and do not rely solely on presence of sticker. However, it was questioned how operatives would know which address the bin came from, particularly when properties lined bins up together.

HS2: Andy Chappell: Need to ensure that we follow up and get what was promised from the petition. Had attended the site visit to ground investigation works today.

Sarah Plater had attended the Extraordinary Highways meeting in Stoke recently but felt it was a waste of time as HS2 did not answer anything and referred queries to either SCC or the contractor. Only 7 representatives had attended from all the invited parish councils. Also asked Martyn Tittley why SCC had not attended.

Martyn Tittley commented that SCC are having a lot of problems with HS2 now. Phase 1 vehicle movements are still not known. SCC, LDC and British Rail had written to the Government to try to stop Balfour Beatty starting on Phase 1 works before formal approval. Worried about things being constructed and then the project being delayed or cancelled, meaning lots of abandoned engineering etc.

Andy Chappell: Power lines will now probably be at Park Gate and not carried on wooden poles from Rugeley Power station through Colton. There has been drilling work in field near Hadley Gate.

Gas power station: George Burda, Andy Chappell and Ken Rider had recently provided a consultation response which was sent on to LDC from the PC, after

approval by email from a quorum of councillors. Andy Chappell had previously provided another response, which was also approved to go in the name of the PC.

Sarah Plater thanked the group of 3 very much for their efforts.

Andy Chappell: Recent response to LDC needs one amendment as a table had not been copied across correctly (Clerk). Mavesyn and Abbots Bromley had objected to the transportation plan, fearing damage to old trees growing by the road. Group are learning a lot and the industry is developing rapidly. Originally Statera were arguing that they would be contributing savings in CO2 emissions but this was not actually the case.

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

1. Minutes of Annual Meeting and PC meeting held on 16th May 2019 were approved and signed.

2. Election of Chairman and Vice Chairman

Emma Godwin was no longer able to stand as Chairman due to a new work commitment and may struggle to attend on Thursday evenings. PC agreed to discuss next meeting whether there should be a change to the day and/or start time of meetings (Clerk).

3. Declarations of Acceptance of Office – not applicable.

4. Chairman's Announcements

PC had just received notification of an outline planning application for the Rugeley power station site, to include demolition and site clearance, and up to 2,300 homes, a new primary school and new access to A513, with comments required by 6th July. Martyn Tittley explained that the power station site is to be split into 2 developments, one in LDC area and the other in Cannock Chase DC area.

LDC had contacted Clerk and VHMC to arrange annual inspection of the play area.

5. Payments

a) To approve the following payments:

i)	1745	Colton Village Hall – Room hire, June	£12.00
ii)	1746	TGM – Grass cutting May/June – Closed BG, 2 cuts (90.00), Village Hall front and rear, 3 cuts (276.00) plus VAT	£439.20
iii)	1747	Toplis Associates–Internal audit 18-19 incl VAT	£132.00
iv)	1748	Alison James – Clerk's salary, June (233.38); Home working exps, 4 weeks, 18 May – 14 Jun (16.00); BGC Clerk salary, 26 Feb – 25 May (125.00) less tax (25.00)	£349.38
v)	1749	Starboard Systems – Scribe parish council accounts software & support, 1 year incl. VAT (to be confirmed)	£231.30

(Total payments above, to ratify or approve this month = £1163.88)

The payments were all approved, including agreement to try the Scribe accounts software for a year.

6. HS2

a) Update on response to petition – Follow up email from Jeremy Croxall, HS2 and response from Andy Chappell on 7th June.

b) Ground investigations – Proposed site visit and any other issues

c) Extraordinary Highways sub-group meeting on Thursday 6th June

Nothing additional to Public Participation for items a) to c)

- d) Agreement with HS2 for survey access at Stockwell Heath – Information received from Hinson Parry giving contact to pursue at HS2 to try to obtain money due for access agreement (Clerk to contact)
- e) Any other HS2 matters – Martyn Tittley stressed need to be as vigilant as before for any changes to plans.

7. Police matters

PC had been notified of cessation of role of Partnership Manager, Marisha Place.

8. Planning Matters

- a) To ratify/consider and make observations to the Planning Authority:
 - i) 18/01303/FULM (Full application (Major)) – Land North of Bellamour Lane, Colton – Proposed gas fired electricity generating facility (generating up to 49.99MW of electricity) including formation of new access road and associated structures/facilities and 18/01423/FULM (Full application (Major)) – Land North of Bellamour Lane, Colton – Formation of new access road to serve proposed gas fired electricity generating facility (generating up to 49.99MW of electricity) – Update on any further developments and action required - Nothing additional to discussion during Public Participation.
 - ii) 19/00363/FUL – Land adjacent School Cottage, Bellamour Way, Colton – Erection of a 3 bedroom dwelling and associated works (attached to School Cottage) – Any update and response to parishioner comments to PC (Objections submitted and deadline for comments to LDC now passed) – No further comments.
 - iii) 19/00694/FUH (Full application (Householder)) – The Granary, School Lane, Colton – Single storey extension to side and rear and installation of 3 rooflights to detached garage

Comments were made about the volume of PC emails and difficulty in looking at all the applications and correspondence. Parish councils are only able to make observations and need to comment based on planning policy, setting aside personal opinions. Emma Godwin shows particular interest in planning applications and Sarah Plater said that to save time she generally based her comments on Emma’s research and observations.

- b) To report on decisions of the Planning Authority: None
- c) Any other planning matters:
 - i) Works at Heavy Plant Services, Colton Rd – Response received from Building Control was read to the meeting. They have checked details and photos supplied by the owner and are happy that the works are safe. Therefore item to be removed from agenda (Clerk).
 - ii) Demolition of outbuildings to rear of The Greyhound – Shirley Barnett had made enquiries. LDC had been contacted prior to the demolition and correct procedures had been followed. The building was not safe and so authority had been given for it to be taken down. Matt Crompton commented that a previous application for removal of a wall had been turned down by LDC and he had concerns about consistency of treatment.

9. Highways & Footpaths

- a) Pending. To report on progress of pending issues:
 - i) Action on state of roads and pavements around parish – Flooding on river bridge; Flooding on B5013 to Abbots Bromley near Hamley Heath; Footpath alongside Colton Rd.
Sarah Plater had chased up all the outstanding issues, which had all been reported and inspected, with Highways. No one had come back to

her so she was considering making a complaint. In particular, regarding footpath alongside Colton Rd, low footfall could not be the issue as similar ones in the area (at Sandon, Handsacre and Pasturefields) had been done recently. Martyn Tittley recommended an email to Mary Lee, copied to him and Tim Heminsley (**Sarah Plater**).

- ii) Various footpath obstructions and damaged stiles/gates – PC agreed that TGM should be instructed to strim footpath 53 at land off Heathway at cost of £45. Provision for this should be built into next year's contract. Regarding tipping of rubbish on PC land, **Clerk** to contact licensee to enquire if they know who damaged fence and dumped rubbish. **Clerk** to also check terms of licence regarding securing gate and maintenance of fence.
 - iii) Any update on Footpath 28 at top of High St – Paul Rochfort had suggested that PC could help by contacting Bagshaws (**Clerk** to seek further information).
 - iv) Bench at bottom of Martlin Lane – Matt Crompton reported that timber for repairs had been ordered.
- b) Matters arising since last meeting: None

10. War Memorial Refurbishment

Estimates for cost of proposed new bench – The wood was originally going to be donated but donors had been unable to source. If purchased, oak would cost around £560 plus labour cost of £400. PC agreed that alternatives should be considered e.g. metal bench with poppies or soldiers (**Steve Jenkinson** to investigate).

11. Possible new local bus service – It was thought that a new service may be operating but unsure.

12. Improved signage for defibrillator – Sarah Plater had established with pub that the defibrillator was charged and ready for use, with pads having been checked. Signs can be obtained and it was suggested they be placed on noticeboards and possibly on post outside pub and near Village Hall.

13. Correspondence

To consider items of correspondence received:

- a) Parishioner – Request for more attractive signage at entrance to village (Email, circulated to councillors) – Martyn Tittley thinks these are a good idea and Longdon and Chorley had put them up. Best if they are arranged via Tim Heminsley, with installation by Amey, as on Highways land and they check for utilities. Suggested speaking to Mary Lee. He offered to try and find some county cllr funding for it but match funding would be required. PC generally supported the idea of some signs or gating and making enquiries of Clerks at Kings Bromley, Longdon and Abbots Bromley (**Clerk**). It was thought they should be placed at 3 locations.

Martyn Tittley left the meeting and said that he would attend future meetings when he can, but other PCs in his area now meet on the same night.

- b) Mavesyn Ridware and Post Office – Possible outreach Post Office service (Email, sent to all councillors) – Some information had been forwarded to Clerk about possible service in Mavesyn but this conflicted with previous response of Post Office to Colton that such a service was not viable.
- c) Colton History Society – Request for letter of support from PC for lottery bid for new website (Email, circulated to cllrs) – PC approved letter (**Clerk**).
- d) LDC – Invitation to next Parish Forum meeting on Tuesday 25th June, including presentations on Neighbourhood Planning, Making planning

decisions and Update on policing (Email, circulated to cllrs) – Sarah Plater had offered to attend.

- e) LDC – Request for any update on Colton’s Neighbourhood Plan (Email; Clerk has replied)
- f) House of Commons – Publication of HS2 Bill Select Committee’s Third Special Report on 7th June (Email, circulated to cllrs)
- g) SCC – Reminder about HS2 Commonplace website giving information specific to Staffordshire (Email)
- h) HS2 – High Speed Rail (West Midlands – Crewe) Bill: Amended Bill & Plans etc. to be deposited at Rugeley Library and in electronic format (Email)
- i) CCRPG – Papers for next meeting on Tuesday 28th May (Email, circ. to cllrs)
- j) SCC – Offer of Data Protection service to parish councils (Email)
- k) Staffs Police – Newsletter for June (Email)
- l) LDC – Information on Grants for community organisations for projects promoting community safety (Email, circulated to cllrs) and Grants for start up, young and expanding businesses (Email)
- m) VHMC – New terms and conditions for hire of Village Hall (Email)
- n) SPCA – Weekly bulletins (Emails, circulated to cllrs)
- o) SCC – Weekly news updates (Emails)
- p) LDC – Calendar of Meetings (Emails)
- q) Rural Services Network – Various bulletins (Emails)

14. Committees

Burial Ground Committee – Membership including parishioner representatives; Update on progress including unsafe headstones -

Next meeting to be held on 19th June when there will be discussion on progress and how to proceed on unsafe headstones not yet repaired. PC agreed that an advert should be placed in the parish magazine seeking a new parishioner representative, as Gill Bailey had sadly felt unable to continue (Clerk).

15. Finance

- a) Annual Governance and Accountability Return for 2018-19 including
 - i) Certificate of Exemption – PC was eligible to claim exemption as income and expenditure were both below £25,000. The Certificate was therefore signed by Acting Chairman and Clerk and would be sent to external auditors Mazars before 5th July (Clerk).
 - ii) Internal audit report – Alan Toplis had completed his audit on 24th May and signed the report.
 - iii) Annual Governance Statement (Section 1) – PC went through each of the questions and agreed that they could all be answered yes. The Statement was then signed by the Acting Chairman and Clerk.
 - iv) Accounting Statements (Section 2) – The Clerk, as RFO, had prepared and signed the Statement, which was approved by the PC and signed by the Acting Chairman.
 - v) Notice of Electors’ Rights – Clerk would place notice on noticeboard and website the following day, with the period of inspection commencing on Monday 17th June and running for 6 weeks.

Various other information, as required under the audit regulations, would also be put on the website before 1st July (Clerk).

- b) Completion of audit letter from internal auditor – This included a reminder that the standing orders and financial regulations needed to be updated.
- c) Review of Risk Assessment – The version updated last November had been circulated again and PC approved it.
- d) Revision of Standing Orders – Clerk had circulated the current version and the NALC template version to cllrs for information, with aim of approving new version at July meeting (Clerk).
- e) Any update on accounts processing and potential packages – Purchase of Scribe agreed at item 5 v).

16. Parish Council matters

- a) Registration of Council land – Access land at Heathway – Matt Crompton to liaise with Emma Godwin.
- b) Tree inspection – Any action on report received – Gareth Hare’s report had been circulated and a small amount of non-urgent work was advised. Quotes to be obtained from a couple of contractors (Clerk). Report mentioned again that the fallen silver birch in the Open Burial Ground should be replaced – Steve Jenkinson offered to try and find something suitable through his work contacts.
- c) PC representatives on VHMC and notice of AGM on Weds 17th July – VHMC had suffered further resignations and had approached PC again for further representatives, especially if Matt Crompton moved out of the parish. It was agreed to discuss further at next meeting (Clerk).
- d) PC representatives on PLT – Response to request for regular feedback to PC – PLT Clerk reported that PLT felt unable to supply a regular report due to confidentiality. PC agreed to accept that it only receives an annual report at the Parish Assembly.
- e) Data protection registration – NALC and Alan Toplis had advised that PCs should register with ICO if they are processing data. The PC holds personal data within BGC records in particular. Fee would be £40 per year so PC agreed to register to ensure it was covered (Clerk).
- f) SPCA training courses - Local Councillors – Details circulated but no take up.
- g) SLCC branch meeting – Clerk had been unable to attend.
- h) Next meeting – Thursday 11th July 2019 – later start time of 7.30pm agreed.

Items discussed during Public Participation, before quorum of cllrs in attendance, were reviewed.

Shirley Barnett to be asked to check on system for emptying of brown bins (Clerk).

Request for reinstatement of wall by Greyhound to be put to LDC Planning (Clerk).

PC agreed that verges around the brook bridge and from bridge to B5013 should now be cut at cost of up to £80 (Clerk/Sarah Plater to instruct TGM).

Close of meeting at 9:10pm