

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 5th FEBRUARY 2020,
COLTON VILLAGE HALL AT 7:30 PM**

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

Parishioner: To update on previous discussions about having attractive signage at the entrance to the village, he is getting some artwork done to show the design in situ and to get an idea of cost.

Chairman commended the leaflets advertising the hanging basket competition and was told that there has been a good response so far.

BUSINESS AGENDA

1. To note attendance and receive apologies for absence

In attendance were Chairman Emma Godwin, Cllrs Sarah Plater, Noel Talbot and Steve Jenkinson, District Councillor Shirley Barnett and Clerk Alison James. Cllr Matt Crompton arrived at item 9 a) v). 3 members of the public observed.

Apologies received from County Cllr Martyn Tittley.

2. To receive declarations of interest - Emma Godwin – items 6 (HS2) and 14 d)

3. To approve minutes of meeting held on 9th January 2020 (one revision to draft)

Version incorporating revision to item 1 on attendance was approved and signed.

4. Chairman's Announcements - None

5. Payments

a) To note the following payment, added and approved at previous meeting:

i)	1787	J Carter – Donation for prizes for VE Day Commemorative Hanging Basket competition (per minute page 1118, item 13 b), 4 Sep19)	£200.00
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b) To approve the following payments:

i)	1788	Colton Village Hall – Room hire, February	£12.00
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ii)	1789	HMRC – Payroll taxes, Q3 Oct-Dec (200.02) plus extra month Jan (58.34) as missed last month	£258.36
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iii)	1790	Alison James – Clerk's salary, February (233.38); Home working expenses, 4 weeks, 11 Jan – 7 Feb (16.00);	£249.38
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(Total new payments above, to approve this month = £519.74 plus £200.00 additional to January agenda total).

All payments approved as above.

6. HS2

To consider any further developments and agree any action required:

a) Response to petition and issues raised with Sarah Mallen – **Clerk** to check if response was received to latest email to Sarah Mallen and, if not, chase up.

b) Community engagement and offer of Phase 2a update from HS2 – Response to offer of briefing from Liz Davis will be delayed, pending government announcement on future of HS2, due before mid February recess.

c) Security of properties at Stockwell Heath – Concerns had been raised following reports of a break in and damage to a couple of properties. HS2 had thanked PC for alerting them and further response just received was considered. **Chairman** will discuss further with Liz Davis when they meet.

- d) Agreement with HS2 for survey access at Stockwell Heath – Progress on obtaining money due from HS2 – Hinson Parry had reported that HS2 access manager had been made redundant. Still no money received and no response yet from Liz Davis so **Chairman** will raise with her at meeting.
- e) Any other HS2 matters including damage to ditches in Moor Lane – **Chairman** to meet Liz Davis on site in Moor Lane next week and **Sarah Plater** offered to attend too.

7. Police matters

To note any matters arising and agree any action required, including What3words system. Staffs Fire and Rescue had confirmed their operators will recognise What3words. **Clerk** to ask Andy Chappell if he would write an article for the parish magazine, as previously offered.

Police now using new alert system but it is dependent on certain officers being on duty and having time to issue. A Staffordshire Farm Watch page has been set up on Facebook for speedy alerts e.g. recent theft of quad bike from Blithbury.

8. Planning Matters

- a) To note the following applications 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)
 - To receive updates on any further developments and agree any action required. Recent report seen on LDC website about plans for transporting plant over Blythe bridges on Abbots Bromley Rd, as cannot go over reservoir. Would be very tight and likely to cause damage. **Clerk** to ask Andy Chappell if he would prepare a response. Shirley Barnett had confirmed that LDC's February planning committee meeting had been cancelled.
 - ii) 20/00064/FUH – Lothlorien, Blithbury Road, Colton – Single storey front and side extensions to form porch, entrance lobby and covered way and installation of timber cladding and render to front elevation. Shirley Barnett recommended that PC always confirm receipt and discussion of applications to LDC, even if no objections or comments.
- b) To report on any recent decisions of the Planning Authority – A couple of applications still pending.

9. Highways & Footpaths

- a) To report on progress of pending issues and agree any action required:
 - i) State of roads and pavements around parish – including further flooding on the river bridge and by the Yorkshireman; damaged pavements by Blue Wall and near Dun Cow – Flooding issue in Hollow Lane has been rectified but others still outstanding. Resident of Blithbury Rd had reported mud from bank being pulled down onto drains and Shirley Barnett had reported to SCC. PC agreed Shirley Barnett's request to ask SCC what options it now offers to those without internet access for reporting issues (**Clerk**). Any Highways response to be sent to Shirley Barnett to pass on to parishioner (**Clerk**).
 - ii) Specific action relating to footpath alongside Colton Rd – **Sarah Plater** is obtaining signatures on a petition from those who have used footpath

- and complained about its poor state in the past. Further signatures welcome before it is sent to SCC with complaint letter at lack of action.
- iii) Further inconsiderate parking by Blue Wall - Clerk to contact Highways asking for road to be swept as yellow line not visible. Car had recently parked close to bend by Blue Wall and PCSO Rhys Rockley had put a warning notice on it.
 - iv) Various reported footpath obstructions and damaged stiles/gates – all still outstanding with SCC.
 - v) Footpath 28 at top of High St – Email of 28/1 received from parishioner's relative urging resolution of issue. It was confirmed that it was not a parish councillor who had made a comment specifically complained about. Paul Rochfort in Rights of Way team had responded to email, offering access to documents. Standing orders were revoked to ask for information from another parishioner in attendance, who explained it was a longstanding issue. Whilst the definitive map is the ultimate reference document, it may not be correct in this instance. Living memory and previous written records suggested that the original footpath was elsewhere and something went awry in the definitive records many years ago. Standing orders reinstated. PC confirmed that it has an interest in maintaining footpath provision but has no jurisdiction over footpath locations. Clerk to advise correspondent that their conversation needs to be with the Rights of Way team, who have responsibility, and potentially their own solicitor.
 - vi) Flooding at Park Lane – Still an issue so Chairman had reported and informed SCC that a couple of gulleys had been tarmacked over.
 - vii) Gulley emptying – Email to Highways proposed by Chairman in her email of 13/12 – PC agreed this should now be sent (Clerk), together with a referenced list of all outstanding highways issues (Sarah Plater to supply).
- b) To consider any issues arising since last meeting and agree any action required:
- i) Enquiry/complaint of 12/1 from parishioner about brook flooding – Response sent explaining current situation and alternative routes.

10.To report on progress with new Post Office service in village

Service definitely going ahead. Exact start date had been uncertain due to electrical issues but now likely to start as hoped on February 27th. Post Office will provide posters and Sarah Plater to laminate, as too late for parish magazine.

11.To consider request from VHMC for contribution to cost of wi-fi at Village Hall

Item deferred as Matt Crompton reported that VHMC unable to provide costing yet.

12.Correspondence

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

- a) LDC – Slides of presentation on Code of Conduct (Email, circulated to cllrs)
- b) Power for All, Rugeley – Notice of Community meeting on 27th January (Email, circulated to cllrs) – Shirley Barnett had attended and active group in place. Had also visited Rugeley Power Station site as part of LDC Planning Committee and thought it would be some years before development could take place. Chairman stated that infrastructure must be put in place at same time as housing.
- c) LDC – Date of Thursday 2nd April at 6.30pm for next Parish Forum meeting, including update on Lichfield Policing (Email, circulated to cllrs)

- d) CCRPG – Agenda for meeting on Tuesday 28th January (Email, circ. to cllrs) – Noel Talbot reported improved services since December, though still some problems with last service of night not always going to end of line.
- e) Vision ICT - Website accessibility update and offer of preparing accessibility statement for £45 plus VAT (Email, circulated to councillors) – Clerk to contact SPCA to see if NALC had an accessibility statement PC could use.
- f) Keep Britain Tidy – Great British Spring Clean, 20 March-13 April (Email)
- g) SPCA – Weekly bulletins (Emails, circulated to cllrs) including further Local Councillor training course dates, update on no Council Tax referendum principles for PCs and Severn Trent Community Fund
- h) Rural Services Network – Various bulletins (Emails)

13. Committees

To receive any update from Burial Ground Committee – Next meeting in mid Feb.

14. Finance and audit

- a) Budget for 2020/21 – Precept request submitted to Lichfield District Council.
- b) To review the PC's financial regulations – PC agreed to adopt shorter version recently circulated by Clerk in preference to full NALC template, subject to amendment specifying monthly, rather than quarterly, financial reports (Clerk).
- c) To receive progress report from Clerk on update of signatories on bank mandate – It had not proved possible for Noel Talbot to access the electronic form forwarded by the Clerk so a paper copy would be signed after the meeting by councillors and forwarded to bank (Clerk).
- d) To receive update on payments for Heathway grazing licence and fencing work carried out on land – Licensee had notified of payment of 4 months' fees and supplied photographs of comprehensive fencing work undertaken.

15. Parish Council matters

- a) Members' Code of Conduct – To re-adopt the NALC Code of Conduct. PC formally re-adopted NALC Code of Conduct and Clerk to put on website.
- b) Common land in Colton Parish – To receive update on parishioner's documentary evidence of PC ownership of 2 areas of common land and to agree update to asset register – Parishioner had provided documentary evidence of ownership of 2 areas of common land (at Stockwell Heath pond and by side of Moreton Brook bridge) having been 'vested in PC' back in 1976 following a legal process. Clerk to include common land in asset register.
- c) VHMC - To receive report from PC representative. Matt Crompton updated on various items including that 2nd phase of play area is on hold for foreseeable future. Clerk to check if PC earmarking of funds for play area was time limited.
- d) Safe storage of documents – To agree appropriate storage/location for documents relating to PC land. Clerk to email solicitors to ask if they will store (including documents relating to common land as in item 15 b)) and if any fee.
- e) Cloud storage – To consider options. Clerk to contact others from SLCC branch to find out uses they are making of cloud storage.
- f) To confirm arrangements for Parish Assembly (currently scheduled for Maundy Thursday 9th April at 7.30pm). Time and date confirmed and to be advertised in Parish Magazine in March and April (Clerk).
- g) To note date of next meeting–Wednesday 4th March at 7.30pm.

Meeting closed at 8.55pm