

**COLTON PARISH COUNCIL MEETING, WEDNESDAY 4<sup>th</sup> MARCH 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: Wished to thank those responsible for setting up and hosting the new Post Office service. Also pleased to see street cleaner in village recently. Hopes to put forward proposals for new village sign at the next meeting.

Martyn Tittley advised contacting Mary Lee in Highways to check suitability of design before presentation (**Parishioner/Clerk**).

Parishioner: Concerned about more frequent flooding of brook. Suggested system of sleepers to be dropped into brook when needed, to prevent water getting on to road.

In general discussion, it was pointed out that the Environment Agency are responsible for the brook and have previously strongly objected to any other efforts to clear around the bridge. Also, it has always been possible to get in and out of the village via Stockwell Heath. Concern was expressed about potential knock on effect down by the Yorkshireman. A blocked gully there had added to recent problems. Criteria for funding for flooding problems and priority for allocating tankers to remove water is based on number of houses flooded or at risk and unfortunately other areas were worse affected.

**(No member of public may address meeting hereafter).**

**BUSINESS AGENDA**

1. To note attendance and receive apologies for absence

In attendance were Chairman Emma Godwin, Cllrs Sarah Plater, Noel Talbot and Matt Crompton, District Cllr Shirley Barnett and County Cllr Martyn Tittley (who both left at item 13 b)) and Clerk Alison James. Apologies received from Cllr Steve Jenkinson.

2. To receive declarations of interest - Emma Godwin – items 6 (HS2) and 8 a) ii).

3. To approve minutes of meeting held on 5<sup>th</sup> February 2020 – Approved and signed.

4. Chairman's Announcements – None.

5. Payments

a) To approve the following payments:

i)	1791	Colton Village Hall – Room hire, March (12.00); Play area insurance (113.96)	£125.96
ii)	1792	Vision ICT – Website training over phone in November, incl. VAT	£60.00
iii)	1793	Alison James – Clerk's salary, March (233.38); Home working expenses, 4 weeks, 8 Feb – 6 Mar (16.00); Mileage, Jan-Feb (27.00) BGC Clerk salary, 3 mths, 26 Nov-25 Feb (125.00) less tax (25.00)	£376.38

(Total new payments above, to approve this month = £562.34 )

All payments were approved as listed above.

6. HS2

To consider any further developments and agree any action required:

- a) Response to petition and issues raised with Sarah Mallen and update following publication of Oakervee Review – Andy Chappell had responded

that HS2 promising notification of appointment of contractors would probably be too late to ensure our requirements were incorporated in design. Clerk to raise concerns again with Sarah Mallen.

- b) Approach from Kings Bromley PC for combined parishes' action and meeting – PC agreed in principle to value of combined action but other councils are mainly in Phase 1. Clerk to reply that Colton wish to be involved in first meeting (but will review benefit thereafter).
- c) Community engagement and offer of Phase 2a update from HS2 – Recent review gave Phase 1 the go-ahead but Phase 2a to be discussed in Parliament. Clerk to reply to Liz Davis, asking to be kept in touch with developments and perhaps request briefing at later date.
- d) Security of properties at Stockwell Heath – Liz Davis had assured that HS2 had put extra measures in place but there had been another recent theft. Clerk to take off agenda as PC had done all it could by raising issue.
- e) Agreement with HS2 for survey access at Stockwell Heath – Progress on obtaining money due from HS2 – Chairman to email Liz Davis, who had agreed at recent Moor Lane meeting to speak to new access manager.
- f) Any other HS2 matters including damage to ditches in Moor Lane - Chairman reported that, after site meeting with Liz Davis, and 2 attempts, Balfour Beatty had rectified the damage by reinstating the ditch.

#### 7. Police matters

To note any matters arising and agree any action required, including What3words system – Andy Chappell had agreed to write article for parish magazine and had recently been seeking additional information from the police and What3words company. Horse tack marking event organised in Colton soon.

#### 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 – Shirley Barnett confirmed the application is not on LDC's Planning Committee agenda for March.
  - ii) 20/00079/FUL – Old Wood Farm, 6 Blithbury Road, Colton – Installation of horse walker area – Chairman did not participate in any discussion due to interest declared. No comments were raised by other councillors.
  - iii) 20/00218/FUH – Rosewood Farm Barn, Blithbury Road, Colton – Single storey extension to create garden room – No comments raised.
- b) To report on any recent decisions of the Planning Authority - None. Clerk to ask LDC about application for mobile home on Moor Lane as caravan still there but not being used.
- c) To note the following other planning matters and agree any action required:
  - i) Solar farm pre-planning screening request in accordance with Environmental Impact Assessment legislation – Colton Mill Farm and Cawarden Springs Farm – Shirley Barnett reported that she had

previously contacted the company concerned, asking for details to be sent to Clerk and parish magazine.

## 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, by the Yorkshireman and by Bellamour Lane bridge; damaged pavements by Blue Wall and near Dun Cow – Repairs had been made to pavement near Blue Wall and on corner at top of Bellamour Way. Sarah Plater sought updates from those present on various reported issues on her list. Chairman had reported overgrown hedges on Admaston road near Jonghams Lane.
  - ii) Specific action relating to footpath alongside Colton Rd – Sarah Plater had collected signatures from those who had previously complained on a petition and would circulate a draft accompanying letter to Highways.
  - iii) Various reported footpath obstructions and damaged stiles/gates including broken kissing gate on Footpath 76 – Gate collected free of charge from SCC for the latter, with landowner paying a contractor to install. This could be repeated at other locations if landowners known.
  - iv) Footpath 28 at top of High St – Further emails – A property owner had contacted Paul Rochfort at SCC and was pursuing. PC agreed matter should be resolved between them and item should be taken off agenda.
  - v) Flooding at Park Lane – Reported again and on list for Highways attention.
  - vi) Gulley emptying and other issues – Email to Highways proposed by Chairman in her email of 13/12; Possible combined initiative with other local parish councils – 1 quote obtained for day/half day rate for lorry to empty gulleys and another being sought. Clerk to check SCC's gulley emptying schedule with Mary Lee. Need to establish own requirements and firmer cost before contacting other PCs again.
  - vii) Request for street cleaning on Colton Rd near Blue Wall and Yorkshireman – Clerk had reported need for road sweeping to LDC. Shirley Barnett had also passed a road sweeping complaint to LDC.
- b) To consider any issues arising since last meeting and agree any action required:
  - i) SCC response on reporting options for those without internet access – SCC primarily advised use of IT buddies in libraries but Shirley Barnett expressed concern that those without internet or transport could become isolated. Clerk to put reminder in parish magazine that issues can always be raised with councillors or Clerk.
  - ii) Silt under brook bridge – Chairman to ring Environment Agency.
  - iii) Rules for skips on roads and verges– A permit is required and skips can be placed on verges or footpaths if appropriate whilst work ongoing.

10. To report on progress with new Post Office service in village – Started on Thursday 27<sup>th</sup> February and well received and used by about 30 people.

## 11. Correspondence

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

- a) Parishioner's email of 17/1 – Various damage to fence near Closed Burial Ground, brook bank by gate and waste bin washed/blown away in storm (Email, circulated to cllrs) – Landowner aware of hole in fence and sheep had been moved. Damage to bank by a vehicle is being monitored for any repeats. LDC replied to report of missing bin saying they did not own it but had reported to owner. Clerk to pursue, as others confirmed LDC definitely emptied it weekly, along with 2 other bins.

- b) Parishioner's email of 22/2 about dangerous state of footpath alongside Colton Rd (Email, circulated to councillors) – Clerk to attach to petition.
- c) SCC – Information on Grass Cutting and Weed Control plans from April 2020 (Email, circulated to councillors) – SCC had confirmed that cuts in 30mph areas would be reduced from 8 to 6 per season. Clerk to reply pointing out that PC had to set its precept long before SCC's announcement.
- d) SCC – Introduction of 'West and Shires Permit Scheme' on all publicly maintained roads in the county from 1<sup>st</sup> April, for improved control and management of works by utility companies ('Street works') and highway maintenance ('Road works') (Email, circulated to cllrs)
- e) CCRPG – Minutes of January meeting and date of Tuesday 31<sup>st</sup> March for next meeting and AGM (Email, circulated to councillors) – Noel Talbot said cancellations had halved since slight timetable changes in December, now fewer terminations at Hednesford & should improve further in May.
- f) LDC – Survey of how and where people keep fit and leisure facilities across Lichfield District, closing 14<sup>th</sup> March (Email)
- g) SBC – New Stafford Borough Local Plan 2020-2040 – Issues & Options stage consultation, closing 31<sup>st</sup> March (Email)
- h) Cannock Chase DC – Invitation to contribute to Parks and Open Spaces survey, before 27<sup>th</sup> March, as part of preparation of new Local Plan (Email)
- i) SCC – Update on Staffordshire Day on Friday 1<sup>st</sup> May (Email)
- j) SCC – Newsletters including Ironman on Sunday 7<sup>th</sup> June (Email) – Clerk to submit article for parish magazine giving advance warning of road closures.
- k) Staffs Fire & Rescue Service – Consultation on draft Safety Plan 2020-2024, closing 22<sup>nd</sup> March (Email)
- l) Staffs Community Foundation – Update on Best Kept Village roadshows (Email)
- m) Keep Britain Tidy – Great British Spring Clean, 20<sup>th</sup> March–13<sup>th</sup> April (Email) – Clerk to supply information for parish magazine.
- n) SPCA – Weekly bulletins (Emails, circulated to cllrs)
- o) Rural Services Network – Various bulletins (Emails)

## 12. Committees

To receive any update from Burial Ground Committee:

- a) Report of meeting on 17<sup>th</sup> February – Further article to be put in magazine thanking those who had repaired headstones and advising that notices would be put on the few remaining headstones requiring repair, to try to identify any next of kin.
- b) To choose development option for Colton PC website (1 page for £30 plus VAT or multiple pages for £100 plus VAT) to enable addition of Burial Ground page – PC agreed to pay for multiple pages (Clerk to instruct Vision ICT, using some of remaining NALC transparency grant).

## 13. Finance and audit

- a) To receive report of income and expenditure against budget for year 2019/20 to date – Report attached to Council copy of minutes showing estimated surplus income of about £2,200 at year end.
- b) To agree earmarking of reserves at end of 2019/20 financial year – List of earmarked reserves as at year end attached to Council copy of minutes.

- c) To receive progress report from Clerk on update of signatories on bank mandate – Clerk to check if NatWest have implemented requested changes yet.
- d) To agree terms of instruction of TGM for 2020 season – Clerk to email formal instruction, incorporating amendments specified by Sarah Plater.

#### 14. Parish Council matters

- a) Website accessibility – To consider Clerk’s recommendation that Vision ICT be commissioned to provide Website Accessibility Statement for £45 plus VAT and that earmarked NALC transparency grant money be used – Approved by PC (Clerk to instruct Vision ICT).
- b) VHMC - To receive report from PC representative – No meeting held since last PC meeting but new bookings clerk had been found.
- c) Safe storage of documents – To consider feasibility of storage of documents relating to PC land etc. by solicitors – Solicitor had asked for further information on volume to be stored but no fee yet quoted (Clerk to chase).
- d) Cloud storage – To consider options - Nothing yet done. Clerk to pursue.
- e) Training - To consider any options e.g. CPRE/SPCA planning training event on Sat 28<sup>th</sup> March – No uptake.
- f) To note dates of next meetings – Wednesday 1<sup>st</sup> April at 7.30pm for Parish Council meeting and Parish Assembly on Thursday 9<sup>th</sup> April at 7.30pm.

Meeting closed at 9:05pm