

## **DODFORD WITH GRAFTON PARISH COUNCIL**

### **Draft Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 25 September 2014 in Dodford Village Hall at 7.30pm**

**Present:** Cllrs Vicky Churchill, Rachel Jennings, Alwyn Rea (Chairman), Richard Scott and David Valentine

**In attendance:** District Councillor Brian Lewis, Clerk Kay Stone and two members of the public

#### **1. Apologies**

Cllr Terence Lee, gave his apologies, reasons for which were accepted.

#### **2. Declarations of interest**

- i. None
- ii. None

The meeting was adjourned for members of the public to raise matters of interest / items for the next agenda:

- i. Hedges around the village need cutting.

The clerk was instructed to contact the Footpaths Officer regarding hedges overgrowing footpaths; Mr Tilt to request he cuts the hedges in the next two weeks; put an article in the Parish Magazine and to contact Worcestershire County Council (WCC) regarding using community workers to clear the verges and hedges in Priory Road from the village hall towards the Church.

The meeting was reconvened as follows:

#### **3. Minutes of the Meeting held on 24 July 2014**

Approval of the Minutes was proposed by Cllr Valentine and seconded by Cllr Scott after which they were signed by the Chairman as being a true record.

#### **4. Reports**

- i. The September report received from County Councillor Sheila Blagg had been received and already circulated to Parish Councillors. Copies were available at the meeting for members of the public.
- ii. District Councillor Brian Lewis gave his report on local planning matters including Parkside and George House.
- iii. The Clerk reported that:
  - a. Richard Lovett of Worcestershire CALC had sent his thanks to the Parish Council for their support in writing to the Chief Executive of WCC regarding their grant funding to CALC.
  - b. Bromsgrove Parish Councils are concerned about groups of travellers setting up in the County and are asking other Parish Councils if they could let them know if others have had problems and how they were dealt with.
  - c. The Annual Return has been audited by Grant Thornton and they have acknowledged the fact that Bromsgrove District Council (BDC) paid this year's first half precept at the end of last year's second half.
  - d. Work on the Priory Road footpath is to commence from 17 November to 23 December 2014 for a total of 6 days within these dates.

## **5. Planning**

- i. Minutes of the meetings held on 31 July and 26 August had already been circulated to Councillors and copies were available at the meeting. They were duly signed by Cllr Valentine as being a true record.
- ii. Planning application 14/0502 – The Key Cottage, Whinfield Road – Extension and improvements.  
The Parish Council have no objections subject to the Conservation Officer approving the application.
- iii. Any other planning issues – for information:
  - a. Planning application 14/0449 – Muffins Hill, Bungay Lake Lane – The removal of an existing single storey mobile dwelling bungalow with a proposed permanent structure for domestic dwelling use – Granted by BDC.
  - b. The Clerk advised the Parish Council that BDC have said that in regard to Planning application 14/0511 (West Lodge, Swan Lane – Prior notification of change of use) - this is a prior approval application and there is no need to consult Parish Councils in relation to this.
  - c. Planning application 14/0534 – Parkhill, Monsieus Hall Lane – Proposed garage  
The Parish Council have no objections to this planning application.

## **6. Highways and footpaths updates**

- i. Speeding on the A448 – The Parish Council have been informed by WCC that double white lines are to be painted on the brow of the hill coming from Bromsgrove before Park Farm. The Clerk was requested to ask WCC where the plan shown at the meeting referred to and what sign is to be attached to the grey pole by Park Farm.
- ii. Priory Road Flooding - Fiona McIntosh from North Worcestershire Water Management had visited Priory Road and suggested that the landowners of The Tower House and the Church agree upon and fund installations such as aco-drains at points along the drive. Water is still coming off the field opposite Rose Lane into Priory Road and the Clerk was requested to ask Fiona to make another visit to both sites when it had been raining.
- iii. Yarnold Lane Flooding – Cllr Churchill gave an update on Severn Trent discovering that the owners / tenants of the field (opposite The Red House) had connected a hose pipe to the air release valve to extract water. This could potentially have contaminated the water in the mains supply to Bromsgrove and Dodford. The Severn Trent engineer, after his inspection, was returning to the office to discuss the matter with his legal team.
- iv. HGV Signage for Niblets Hill – The Clerk is still waiting for a response from WCC and Bournheath Parish Council.
- v. HGV damage to hedge at Victoria Road / Warbage Lane – The Clerk is still waiting for a response from WCC.
- vi. Trees felled in orchard opposite Church in Priory Road – Tree Officer at BDC was asking when the trees were felled and the Clerk was asked to respond to him saying around Easter and to ask if he could find out who the owner of the field is, through Land Registry, in order that the Parish Council could write to him.
- vii. Signage for dead end on Woodland Road - the Lengthsman has cut away foliage and cleaned the warning sign. The Clerk was asked to request a sign from WCC giving clearer and earlier warning indicating no turning at the end of Woodland Road. The Clerk was also asked to request a sign in Whinfield Road opposite the Dodford Inn entrance to warn of a dead end.

## **7. 2014/2015 Council Tax Grant**

Cllr Brian Lewis to forward updated information to the Clerk on how to apply for the grant.

## **8. Standing Orders**

As a result of a change in Law regarding photographing, recording, broadcasting or transmitting the proceeds of Town and Parish Council meetings the Clerk advised the Parish Council that the Standing Orders have to be amended to reflect this and presented new Standing Orders which included the paragraph to allow this to take place. Parish Councillors wish to defer consideration of the new Standing Orders until Cllr Brian Lewis has obtained advice from Kevin Dicks, BDC, as to what guidance on protection he has given District Councillors for the Parish Council to adopt. In the meantime, the Clerk (as advised by CALC) has replaced Standing Order 3j with – “This has been deleted following the implementation of the openness of Local Government Bodies Regulation 2014 as of 6 August 2014.”

## **9. Worcestershire County Council Consultation on mobile library service – possible changes to routes and dropping off points**

The Clerk was asked to respond expressing the Parish Council's regret at the threat to the Dodford service and their concern at a time when the mobile library services has considerably increased their facilities especially with regard the computers available and WCC going 100% digital in an area where there is no super fast broadband. The Clerk was asked to copy County Councillor Sheila Blagg in to the response.

## **10. Worcestershire County Council Local Response Team**

This new resource was noted together with receipt of the Winter Newsletter.

## **11. CALC Area Meetings**

- i. The change to number of meetings per annum was noted.
- ii. Parish Councillors were asked to send the Clerk their questions to be put to Ruth Bamford, Head of Planning at BDC who will be attending the next CALC Area Meeting on 10 December.

## **12. Bromsgrove District Plan Examination**

The dates of hearings scheduled for November were noted.

## **13. Worcestershire County Council Parish Conference – 29 October 2014 – 6.30pm**

The date and agenda were noted.

## **14. Policing in West Mercia – second annual survey for Towns and Parish Councils**

After discussion it was decided that Cllr Rea would complete the survey and ask the Clerk to send comments by 17 October.

## **15. Finance**

- i. Acceptance of the 1st quarter reconciliation as at end of June 2014 was proposed by Cllr Valentine, seconded by Cllr Churchill and approved.
- ii. Deposit account as at 29 August 2014 - £8,729.95  
Current account as at 29 August 2014 - £1,125.06  
Payments - Acceptance proposed by Cllr Scott and seconded by Cllr Valentine:
  - a. Clerk's salary (July, August and September) - £1,071.18
  - b. Expenses - £45.72 (Use of telephone and internet line (July, August and September) £15; Storage (July August and September) £15; Travel 12 miles @ 45p/mile £5.40; Postage £10.32)
  - c. HMRC - £214.20
  - d. Allen Farnsworth (Lengthsman duties for August plus petrol) - £207.00
  - e. Grant Thornton – Audit fee in respect of the 2013/2014 Annual Return - £120.00
  - f. The Society of Local Council Clerks – 2014/2015 Membership Fee - £101.00

#### **16. Dates for 2015**

Dates for 2015 were agreed and the list will be posted on notice boards, the Parish Magazine and the web site:

Thursday 22 January 2015 at 7.30pm  
Thursday 26 February 2015 at 7.30pm  
Thursday 26 March 2015 at 7.30pm  
Thursday 23 April 2015 at 7.30pm  
Monday 14 May 2015 - Annual Meeting of the Council at 6.30pm  
and Annual Parish Meeting at 7.30pm  
Thursday 25 June 2015 at 7.30pm  
Thursday 23 July 2015 at 7.30pm  
*No Parish Council Meeting in August*  
Thursday 24 September 2015 at 7.30pm  
Thursday 22 October 2015 at 7.30pm  
Thursday 26 November 2015 at 7.30pm  
*No Parish Council Meeting in December*

#### **17. Councillor co-option**

No applications received and the Clerk was asked to put a piece in the next Parish Magazine invited people to come along for the next few meetings prior to the Election in May 2015.

#### **18. Correspondence received – for information**

Items of correspondence received since the last meeting was noted from which the Clerk was asked to request the Lengthsman to keep an eye on the blocked drains outside Orchard House, Worms Ash and to request WCC empty the gully.

#### **19. Councillors items**

- i. The bridge in Rose Lane is still in a dangerous condition with a plank loose and the hole getting bigger. The Clerk was asked to contact the Footpath Officer.
- ii. Tony Grove is objecting to the Parish Council's proposal that the Conservation Area should be extended along Priory Road to the School.
- iii. The Parish Council wishes to record their thanks to Cllr Valentine for taking up organising Dodford Fete this year.
- iv. Cllr Rea reported that Cllr Lee has resigned as Parish Councillor and the Parish Council would like to record their thanks to him for his work and support of the Parish Council. The Clerk was asked to write to Cllr Lee accordingly and note the Parish Council's regret and thanks in the Parish Magazine, the Christmas newsletter and the Annual Report.

The meeting closed at 10.15pm.

Signed.....Chairman