

Monthly Meeting of Grimley Parish Council

**Monday 23rd September 2024 7.30pm,
Peace Hall, Sinton Green, WR2 6NP**

This page is the cover sheet to the agenda, Summons and meeting guidelines.

Parish Councillors, Notice is hereby given that a meeting of Grimley Parish Council will be held on Wednesday **25th September 2024 at 7.30pm** at the Peace Hall, Sinton Green, WR2 6NP. Your attendance at the meeting is requested. What3Word location: [///wove.minds.pokes](https://wove.minds.pokes)



Lisa Stevens, Clerk & Responsible Financial Officer. 9 The Limes, Kempsey, Worcs, WR5 3LG. 07950256363. clerkgrimleypc@gmail.com



Scan for our website
Select 'G' for Grimley
Access all documents
including this agenda



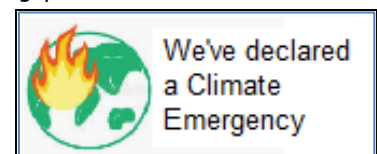
Scan with your phone to
directly access the information
provided at the beginning of
each parish council meeting.


- The press and public may attend to address councillors on matters concerning the parish (allotted point in the agenda), observe the meeting or inspect draft documents. Comments **MUST** be made through the Chair and not aimed at individuals. District and County Councillors are invited to participate in this meeting at the discretion of the Chair. Public comments and questions to them must be directed to the parish council Chair or should be handled at the respective higher authority meetings.
- If this meeting is an extra ordinary meeting, these summons have been issued by the Chair.
- Occasional safety considerations may mean that we close and reschedule the meeting.
- The Register of Electors may be inspected by the Clerk to ascertain attendee residency.
- Names are recorded in the meeting minutes, unless individuals ask for this not to occur.
- With some restrictions, meetings may be filmed or recorded by the public. We are happy to provide guidance on what is permitted. Advice should be sought in advance to avoid disruption. The parish council may live stream those persons sitting at the council table on social media. The parish council may record audio information at this meeting. However, there is no legal requirement for the parish council to live stream a meeting in order to allow virtual public or councillor participation.
- **Please note 'Information provided at the beginning of each parish council meeting' (QR code above to the right).**
- Each agenda item below includes the resolution to discuss and formulate Motions not requiring written notice. New items raised for formal vote will be included in the next agenda unless covered by St.Orders/Financ.Reg/Delegation to Clerk policies.
- If there are any adjustments required to encourage/allow public participation please bring these to the attend of the Clerk or Chair before or at the meeting. We will make all reasonable adjustments where possible.
- Please check fire exits arrangements upon arrival and check against your personal requirements. Please bring any difficulties to the immediate attention of any member of the parish council. In the event of an emergency, 'muster' is in the car park but, since attendees are only encouraged (not required) to sign in, no register will be taken.
- To our knowledge, there are no hearing/audio induction loops installed at this venue.
- The parish council does not hold or manage the wifi codes for this venue.
- Dogs may be permitted depending on the venue hire restrictions. Please enquire beforehand.
- Children are permitted but must not be allowed to disrupt proceedings please. Filming or recording of children is not permitted without written consent of parents/legal guardians - The council and public must take absolute care to meet this restriction.
- Councillors/the public are individually responsible for keeping their own language/phrasing to an acceptable level.
- The parish council has a risk assessment for public meetings. Please ask if you require a copy.

<https://e-services.worcestershire.gov.uk/MyParish/>

Requests for this information in other languages/audio/large print will be reasonably considered.

Please take a moment read the council's privacy notice, which explains how we use and look after your information and your rights. This document is available via the website above, searching 'S' for Severn Stoke and then selecting 'publications'.



	Grimley Parish Council agenda for Monday 23rd Sept 2024, 7.30pm
1.	Welcome and general admin a. Points of order. b. To consider any apologies for absence.
2.	Declarations of interest <i>Cllrs to take as read unless declarations arise</i> a. To note updates to Register of Interests/dispensations. Cllrs are reminded to update their register of interests. b. To declare Disclosable Pecuniary Interests relevant to agenda. Cllrs who have declared a Disclosable Pecuniary Interest/ other Disclosable Interest (para 12(4)(b) Code of Conduct) must leave for the relevant items only, unless a dispensation has been granted. c. To declare any Other Disclosable Interests relevant to the agenda. d. To declare any additions to the Register of Gifts & Hospitality. e. To consider written requests for the granting of a Dispensation (S33 Localism Act 2011). Motion to approve requests.
3.	a. Confidential session - motion and resolution to move into a closed session without prejudice and exclude members of the press and public because of the confidential nature of the business to be transacted. b. Co-option for up to vacancies x two (2) <p>The vacant positions are already duly advertised and the parish council may co-opt up to 2 councillors to fill the vacancies. The process will proceed as per the parish council co-option policy, which can be accessed on our parish council website or a paper copy ordered from the Clerk, or by scanning this QR code with a mobile phone.</p>  <p>There have been three residents showing an interest and at the time of closing the agenda we had received two applications.</p>
4.	Public Open Forum. Please refer to 'information provided at beginning of meeting' for further guidance. At previous meeting, residents indicate an intention to raise matters relating to the Open Ditch pub. No further correspondence has been received on this matter since that meeting.
5.	To receive the report of the County Councillor – Scott Richardson Brown (Items raised for decision will appear on the agenda for the next meeting) Including, request to continue to push for roll out of dial a bus service.
6.	To receive the report of the District Councillor – Dean Clarke (Items raised for decision will appear on the agenda for the next meeting)
7.	Parish Council ditch and water working party areas of focus: a. Dark Lane & Walton Lane (Bells Bank) water running down road. Recent Highways investigation and works have been entirely ineffective. To discuss next actions. b. World's End property flooding. Landowners have conducted repairs to ditches with thanks. Suggested outstanding action is to request Highways check and clear any under-road pipes and drain access points. c. Oakhall Green to Sinton Green water running down road. Update required on project to clear ditches at Sinton Green Village Green. Suggested outstanding action is to request Highways clearance of pipes and drains opposite the Open Ditch pub. d. Monkwood Green flooding adjacent to Goodwin's Farm. 2021 BP ditch and headwall clearance and re-siting of manhole has not reduced water accumulation on the road. To discuss next actions.
8.	Monkwood Green joint project with WWT for water supply and trough a. To note and vote on the following: i. Note that consent from residents with Commoners' rights has been obtained.

8a. con	<p><i>Monkwood Green continued</i></p> <p>ii. Legal easement – in process of signing by Cllrs. VOTE 1: to ratify existing agreement to sign the easement without SME involvement (quote for legal advice was £2k). Clerk and Chair have read the easement for this water supply - the land is not given over to third party ownership.</p> <p>iii. Application to Severn Trent for pipe and trough connection – in process. VOTE 2: To formally ratify decision to spend £200 on this application. Trough will remain in control and ownership of parish council. WWT have agreed to cover the cost of a 1.8m trough on the Green at a cost to the trust of £750 + VAT for the trough and 5m of pipework.</p> <p>iv. WWT applied for consent for the work to Natural England on behalf of the parish council. Response from NE is that as a public body, Parish Councils are able to screen their operations and consult with Natural England for Assent or Advice only where they determine the operations would result in likely damage or disturbance to the notified interest features of the SSSI. NB no consent required. CB has confirmed that Monkwood Green is not on or near a European site (SAC, SPA, Ramsar) so there is no need for a Habitats Regulations Assessment. VOTE 3: <i>This parish council confirms that as a section 28G authority we consider that proposed activities (water supply, trough and water pipelines) are not likely to result in damage or disturbance to SSSI special features, and so there is no requirement to seek assent from NE.</i></p>
9.	<p>Planning, Enforcement & Consultations - consider and resolve to respond to the following:</p> <p>a. M/24/01190/LB. Sinton Court, Sinton Green, Hallow, Worcester, WR2 6NP. Proposed internal alterations to include removing part of wall between the kitchen and music room, and create new opening from the kitchen to pantry.</p> <p>b. M/24/01105/LB. Old Hill, Sinton Green, Hallow, Worcester, WR2 6NS. Removal of existing roof tiles and re-tile using new handmade tiles, replacement of existing plastic rainwater goods with cast-iron</p> <p>c. Standing Item: To consider and arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda. Nil at time of publication.</p>
10.	<p>Mowing Monkwood Green Common and SSSI - To discuss updates and formulate Motions not requiring written notice.</p> <p>a. Reinvigorate project to clear ditches on the Common from Woodlands to Green Farm.</p> <p>b. Power lines through willow tree near Goodwins Farm. To note that Western Power have again inspected and see no need to action this now and disturb the site.</p> <p>c. Defibrillator: replacement main battery has been received and installed. VOTE: Motion to accept retrospectively a Clerk booking for a £75 engineer to attend to inspect and repair RCD.</p>
11.	<p>Sinton Green - To discuss updates and formulate Motions not requiring written notice.</p> <p>a. Update regarding village green ditch clearance if not already covered.</p> <p>b. To note the following with regard to bollards at the Open Ditch Pub. Correspondence from T.Crake at Highways: <i>"We have had a detailed look at one of the wooden bollards outside of The Open Ditch Inn, they are made of a lightweight wood, 30 cms long by 80mm x 80mm in a box section. At the base there is a 200mm long steel pin that obviously goes up into the wooden bollard. This is essentially what anchors the bollard into the soft verge. The diameter of this pin is less 10mm, so actually quite small. If a vehicle were to interact with one of these, then it would become dislodged quite easily and we were able to lift one out of a fairly solid verge without any effort so it would be even less in the winter. So from our point of view we think they would be ok to remain in situ."</i></p>

11	<i>Sinton Green continued</i>
c.	Overgrown hedges encroaching on the village green and surrounding parish council land.
d.	Request from Peace Hall for permission to use the mini triangle of the Green for overflow parking for events at the hall on 30/11/2024.
12	Grimley village - To discuss updates and formulate Motions not requiring written notice.
a.	Resident request for allotments on Grimley Smaller Charities land. Awaiting details from Smaller Charities as to when the existing land lease expires and when the parish council could chose to begin negotiations.
13.	Lengthsman – clarification of the scheme parameters - To discuss updates and formulate Motions not requiring written notice.
a.	<p>That it be minuted and noted that TC Highways has confirmed that:</p> <ul style="list-style-type: none"> a. the increased data collection by the lengthsman scheme does not amount to increased scrutiny. b. that the lengthsman system is not cross referenced with the highways maintenance and flood reporting system. c. that the requirement to record exact locations is part of the process of approval for payments only, is not part of a process to spot check or double check on the work undertaken, and will not result in any feedback or summary from the county council to the parish council. In terms of parish council procedures, this removes concerns about the impact on the annual appointment process for lengthsman, since only parish council evaluations will form part of the reappointment process. d. that there is no way immediate way for highways to cross-reference whether a drain flood incident is at a location that has recently been cleared by a lengthsman...and so there is no culpability trail or possibly of the parish council and clerk being held accountable in the event of an accident/incident/damage to people/property. This is an absolutely vital requirement in our parish council insurance policy remaining valid. e. that parish clerks will not be held personally responsible for any events or accidents that occur as a result of ineffective clearance works and that Highways will simply attend and rectify any issues as soon as possible. This removes concerns that this procedure will need to feed into the annual appraisal process for the Clerk. f. that there is still possibility for each lengthsman to apply common sense when it comes to verge widths and locations for working and that the parish council is not required to undertake an assessment of all verge widths in the parish. <p>Motion: the Clerk is content that the risk to the PC and herself as an employee is minimal and would advise continued membership of the scheme.</p>
14.	Finance and Administration - To discuss updates and formulate Motions not requiring written notice.
a.	Minutes of the previous meeting – to receive, consider and approve.
b.	To consider and motion to approve the payment of outstanding accounts . Appendix 1
c.	To consider and approve payment of urgent accounts if any (Delegation to Clerk policy).
d.	To receive and motion to accept latest Bank Reconciliation 2024.
e.	To decide upon police priorities for the next quarter.
15.	AOB, correspondence, dates for diary, items for future agenda. This section is for items to note only and no financial motions can be raised in this section. <ul style="list-style-type: none"> a. Future agenda item. .Gov website and .gov email addresses for Cllrs. County Council website closes June 2025. b. Update if any with regard to gritting route clarification (Dark lane/Walton lane). c. Boundary review results have been published. No change for our parish. d. Consultation by WCC on Ev charging provision and targets before 2035. e. Worcestershire CALC - Notice of Annual General Meeting (AGM) - 26 September 2024
16.	Date of next scheduled meeting: Monday 21 st October, 7.30pm at VENUE TO BE DECIDED The press and public are cordially invited to attend these meetings and should note Standing Orders in advance please.

Appendix 1_Payments to be made this month and in the previous month 2024.

23/08/2024	37	Simon Skeys	Mowing invoice	90.00	VAT 0.00
23/08/2024	38	Simon Skeys	Lenghtsman July worksheet. Claimed from WCC 18/09/2024	146.55	VAT 0.00
23/08/2024	39	Mrs Lisa Stevens	Land registry searches x 1. Worlds End drainage issues at Pebbles. incurred 06/08/2024	6.00	VAT 0.00
23/08/2024	40	Mrs Lisa Stevens	Monthly Expenses Aug 2024 including £15 homeworking allowance and mileage	67.65	VAT under calculation
Direct debit	41	Nest Pensions	June payment for June wage.	43.88	0.00
23/08/2024	42	Mrs Lisa Stevens	Monthly wage for July paid in Aug	601.81	
	43	Simon Skeys	Lenghtsman worksheet August. Claimed from WCC xxx. Not received as of 18/09/24	Worksheet outstanding	n/a
	44	Simon Skeys	Mowing August 2024. Not received as of 18/09/24	Worksheet outstanding	n/a
	45	WaterPlus	Trough monkwood green invoice. Quarterly estimate.	28.61	VAT 4.77
	46	A & A Collett	Mowing Monkwood Green common and SSSI annual mowing.	1,680.00	VAT 280
	47	Mrs Lisa Stevens	Monthly Expenses Sept 2024 including £15 homeworking allowance and mileage. Postage of application packs. Parish visit to defibs and noticeboards. Stationery. Receipts presented at PC.	48.50	VAT 0.00
Direct debit	48	Nest Pensions	June payment for June wage.	43.88	VAT 0.00
	49	Mrs Lisa Stevens	Monthly wage for Aug paid in Sept	601.81	VAT 0.00