

Monthly Meeting of Grimley Parish Council

Monday 18th July 2022 7.30pm
St Bartholomew's Church, Grimley Village.

Councillors, Notice is hereby given that a Meeting of Grimley Parish Council will be held on **Monday 18th July 2022 at 7.30pm** at [St Bartholomew's Church, Grimley village](#). Your attendance at the meeting is requested. The press and public are also cordially invited to attend to observe proceedings. Lisa Stevens, Parish Clerk and RFO, clerkgrimleypc@gmail.com 07950256363.

Date of publication of this notice: 12th July 2022

- The **press and public** are also invited to attend to address the Parish Council on matters concerning the Parish (allotted point in the agenda), observe or inspect draft documents.
- Social distancing is no longer in place, though the Chair reserves the right to reschedule the meeting if attendance is high and personal wellbeing is likely to be affected as a result.
- The Register of Electors will be inspected in order to ascertain residency. '*Representation of the People (England and Wales) (Amendment) Regulations 2002*' which permits parish councils to inspect the electoral register for the purpose of establishing whether a person is entitled to attend and participate.
- Names may be recorded in the meeting minutes, unless individuals ask for this not to occur.
- Persons attending this meeting should prior note the document 'Information provided at the beginning of each parish council meeting', and also the policy 'Public Open Forum and procedures for filming and publishing via social media', which forms part of the parish council Standing Orders. These are available on the parish council website: <https://e-services.worcestershire.gov.uk/MyParish> (Grimley/publications/page9).
A copy may be obtained from the parish clerk or to view at each parish council meeting.

1	<p>Points of order and <u>Co-option</u> to fill up to one vacancy on the parish council.</p> <p>a. Welcome and information provided at the beginning of each parish council meeting. b. To receive written or verbal applications for the office of Parish Councillor. c. To welcome individual candidates, make introductions and offer/receive questions. d. Motion to co-opt candidates onto the parish council with immediate effect. e. Completion of paperwork upon appointment. Any immediate declarations of interest.</p>
2	<p>Public Open Forum</p> <p>Standing orders suspended to allow residents of the parish to address the Parish Council. This item to be limited at the discretion of the Chair. Members of the public to confirm name and address please prior to speaking. The Council reserves the right not to allow questions from any person/s who do not confirm their residency in the parish or who is resident outside the parish.</p>
3	<p>To consider any apologies for absence.</p>
4	<p>Declarations of interest</p> <p>a. To note updates received 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.</p> <p>f. To receive Cllr Geoff Probert Declaration of Pecuniary Interests on the occasion of his co-option in June or, to receive notice that this has already been forwarded to MHDC.</p>
5	<p>Minutes of previous meetings – Motion to approve previous minutes.</p> <p>a. 20th June 2022.</p>
6	<p>To receive the report of the County Councillor – Scott Richardson Brown (Items raised for decision will appear on the agenda for the next meeting)</p> <p>a. Bus service reported change of operator from Astons to Diamond. b. Hedges and pathways in vicinity of top triangle Grimley village and the bus shelter.</p>

7	<p>To receive the report of the District Councillor – Dean Clarke. (Items raised for decision will appear on the agenda for the next meeting)</p>
8	<p>Planning - to consider, comment and resolve to respond to the following applications.</p> <ul style="list-style-type: none"> a. Boundary Review Consultation. To note that consultation (stage 2) groups Grimley and Hallow with Broadheath, rather than with Holt, as per consultation stage 1. To consider parish council response. Motion to exclude District Councillor to allow non prejudicial debate as a courtesy. b. Assets of Community Value. To receive resident option for future additions to the MHDC register of Assets of Community Value. Motion to support resident lead project, subject to further detail. Motion for budget for stationery/printing/postage not exceeding £100, if required. c. M/22/00788/FUL, The Bumbles, Grimley, WR2 6LT. Levelling of ground in line with property by in filling an area of land. d. Enforcement update. Menage complex and public right of way (GM-631) opposite Retreat Farm, Camp Lane. To receive emailed update from S.Penn WCC Footpaths. e. Standing Item: To consider and as required arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda.
9	<p>Infrastructure, services, highway matters, drainage and flooding To discuss updates and formulate Motions not requiring written notice. Highways (roads & pavements) & byways (bridleways and footpaths).</p> <ul style="list-style-type: none"> a. Dangerous driving. <ul style="list-style-type: none"> i. Update - request of additional static signs/vehicle activated signs from Highways. ii. Update - initiating community speed watch within the three villages. b. Bus shelter painting (inside) update. c. Noticeboard at Peace Hall. d. Overgrown public right of way behind Sinton Court. e. Flytipping in vicinity of Grimley village approach road.
10	<p>Commons and Village Greens To discuss updates and formulate Motions not requiring written notice.</p> <ul style="list-style-type: none"> a. Sinton Green – update as required. b. Monkwood Green. <ul style="list-style-type: none"> i. Management and grazing update. To note discovery of additional petty whin plants on the Common. Motion to receive and accept quotation for annual mowing of Common and SSSI not exceeding £2,000. Thanks to B. Allen for volunteer strimming round Petty Whin and all other residents for tidying their access drives to improve visibility. ii. Visibility splays and verges Monkwood Green. Motion to receive invoice not exceeding £500 and to thank D.Weaver for conducting this work at short notice to improve safety. To note change in Highways annual timetable and frequency of cuts and to consider how best to address this for future years. iii. Potholes update. To thank residents for their hard work assisting in this matter and to B.Prosser for providing equipment and expertise. Motion to contribute £400 towards resident expenses. To note to order 1.5mm stones in future. iv. Consideration of fire risk and whether a fire break is required from phone box to Blackberry Cottage. Motion for budget as required. v. Botanical training for ecologists (venue: MWG Common) was a success.
11	<p>QUICK FIRE Reports from other Projects and Representatives To discuss updates and formulate Motions not requiring written notice. Max two minutes per item please.</p> <ul style="list-style-type: none"> a. Climate emergency. Cllr volunteers to review parish council declaration of a climate emergency. Update on young parishioner project to install bug boxes. b. Broadband projects update Grimley, Monkwood Green and Sinton Green.

	<ul style="list-style-type: none"> c. Defibrillators (MWGreen phone box, Grimley village phone box, Peace Hall). <ul style="list-style-type: none"> i. ETA for Peace Hall equipment delivery. ii. Grimley phone box overhead light fixture replacement update. iii. Training dates. d. Peace Hall. e. Lengthsman. <ul style="list-style-type: none"> i. Hedges around noticeboard and bin, Grimley village. ii. Grimley top triangle. f. Churchyard volunteers. g. Grimley Smaller Charities. h. Police – note that the Clerk has responded to the annual Crime Commissioner survey.
12	<p>Finance and Administration - To discuss updates and formulate Motions not requiring written notice.</p> <ul style="list-style-type: none"> a. To consider and motion to approve the payment of outstanding accounts. Appendix 1 b. To consider and retrospectively approve payment of urgent accounts, as per emergency Clerk procedures (Delegation to Clerk policy). Appendix 2. c. To receive and motion to accept June Bank Reconciliation 2022. d. Lloyds bank paperwork to remove previous bank signatories and approve new ones. e. Confirmation that external audit has been completed and required information has been published on the parish council website. f. To note that Nora Parsons has still not responded to written and email correspondence and that annual donation from parish council has not therefore been made. g. To note that there is no parish council meeting in August and therefore to confirm Clerk delegated powers to pay interim invoices as required. This will include the ICO data protection certificate for £40, paid by Clerk and reimbursed.
13	<p>Correspondence, dates for diary, items for future agenda.</p> <p>Saved items pending an update:</p> <ul style="list-style-type: none"> i. Application to regularise long standing use of right of way 635, end of Camp Lane. ii. Flooding in road outside Church Farm, Grimley iii. Eroded grass verge Oak Hall Green (Oak Hall Farm Barn). iv. Rosedene/Severn Trent connection to water supplies. Some excavation of Common may be required. Natural England aware.
14	<p>Confidential session Staffing Matters in relation to pay and pensions.</p> <p>Motion and resolution to move into a closed session without prejudice to discuss staffing matters. To exclude members of the press and public on the grounds that publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. <i>Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) and Schedule 12 of the Local Gov Act 1972.</i></p>
16	<p>Date of next scheduled meeting: Monday 19th September at the Peace Hall, Sinton Green 7.30pm for a prompt start please.</p> <p>The press and public are cordially invited to attend this meeting and should note Standing Orders in advance please.</p>

Appendix 1

Payments to be made this month (or date paid if part of contracted monthly payment)

Nora Parsons Day Care Centre	Annual donation 2022/2023 as per agreed budget. from May. Attempting to confirm bank details before making payment. Made contact 14/07/2022 with assistance of Martley Parish Clerk. Payment made 14/07/2022	£200.00	VAT nil.
St Bartholomew's Church	(or Parochial Church Council, whichever is correct – B.Thompson to consult). Room hire for parish council meeting.	£50.00	VAT nil
Mr Johnny Izamis (Reimbursement to)	Ref: Kellaway Building Supplies. Order number SOR000346589. Stone to fill potholes in parish council owned service roads Monkwood Green.	£429.00	VAT £71.50
Mr Philip Moore	Internal Audit for 2021 2022 financial year. Letter dated 13/06/2022.	£5.00	VAT nil.
Mr Simon Skeys	Lengthsman worksheet for June 2022. Invoice to be received. Not exceeding £500. Worksheet received 14/07/2022	£272.00	VAT nil.
Mr Simon Skeys	Sinton Green mowing/strimming June 2022. Invoice to be received. Not exceeding £120. Invoice GPC 0622 received 14/07/22	£80.00	VAT nil.
Mr Ray Poole	Invoice for clearing visibility splays via Mr D. Weaver June 2022 not exceeding £500. Subject to Motion to receive and approve at this meeting.		
Mr Bill Prosser	Payment was agreed at April 2022 parish council meeting, but bank account details still awaited from resident. Emergency ditch clearance. Invoice 1. Outstanding. BACS details now received in June.	£420.00	VAT nil
Mr Bill Prosser	Payment was agreed at April 2022 parish council meeting, but bank account details still awaited from resident. Scheduled ditch clearance. Invoice 3. Outstanding. BACS details now received in June.	£2450.00	VAT nil
Water Plus	Trough MWGreen water bill quarterly. 7001926124 28 June 2022.	£15.89	VAT nil.
Mrs Lisa Stevens	Clerk wages June 2022. As per contract of 12 hours per week, £12.01 per hour.	£576.48	VAT nil.
Mrs Lisa Stevens Paid 12/07/2022 as credit card bill due.	Expenses July 2022. Shredding services via Worcester Self Storage, Stationery, phone bill, ink cartridges. Reimbursement for bee/bug boxes.	£70.98	VAT £6.99

Appendix 2

Payments made in previous month under delegation to Clerk policy.

Garden Waste Service MHDC. Payment made 21/06/2022	Green Waste bin for St Bartholomew's Church. Green waste bin at St Bartholomew's church – annual subscription by way of contribution to churchyard upkeep. Invoice ref: 615243362	£80.00	VAT nil
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