

Monthly Meeting of Grimley Parish Council

**Monday 18th March 2024 7.30pm,
Peace Hall, Sinton Green**

Councillors, Notice is hereby given that a Meeting of Grimley Parish Council will be held on **Monday 18th March 2024 at 7.30pm** at the Peace Hall, Sinton Green. 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: 13/03/2024**



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- The press and public are invited to attend to address Councillors on matters concerning the Parish (allotted point in the agenda), observe or inspect draft documents.
- Whilst social distancing is no longer in place, occasionally safety considerations may mean that we close the meeting and reschedule.
- The Register of Electors may be inspected in order 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. We are happy to provide guidance on what is permitted. Advice should be sought in advance to avoid disruption.
- Persons attending this meeting can prior note the document 'Information provided at the beginning of each parish council meeting' (QR code to the right).



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each parish council meeting.

1.	Welcome, points of order, apologies for absence and declarations of interest. a) To note one existing vacancy which has been advertised. b) To note one new additional vacancy due to the resignation of Johnny Izamis. A notice of vacancy has been displayed on the parish website and noticeboards.
2.	Public Open Forum. Please refer to 'information provided at beginning of meeting' for further guidance.
3.	Minutes of previous meetings – Motion to approve previous minutes.
4.	To receive the report of the County Councillor – Scott Richardson Brown (Items raised for decision will appear on the agenda for the next meeting)
5.	To receive the report of the District Councillor – Dean Clarke (Items raised for decision will appear on the agenda for the next meeting)
6.	Planning, Enforcement & Consultations - consider, comment and resolve to respond to the following: a M/24/00160/CU The Farmhouse, Moseley Road, WR2 6NL. Installation of a manège for equestrian use including extension of existing concrete hard standing and associated works. b M/23/01806/FUL Sinton Court, Sinton Green, WR2 6NP. Change of use of land to equestrian, construction of associated track/fencing and alterations/additions to north western entrance gates. c No other planning apps received by 13/03/2024. Standing Item: To consider and arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda.
7.	Commons and Village Greens - Updates and formulate Motions not requiring written notice. a Update (all) on ongoing projects for Monkwood Green Common/SSSI & Sinton Green village green. b Meter reading required for the trough at Monkwood Green. c Proposal to create a guide to holding public events on parish council owned land. Nb. Setting out rules/fees/donations/duty of care and ensuring that all parish council land is treated the same.

8.	General projects and updates - To discuss updates and formulate Motions not requiring written notice.
a.	Grant application Parochial Church Council. £100 towards rotten gate post repairs. VAT n/a.
b.	Blocked drain and dangerous water across the road A443.
c.	Blocked public rights of way. Update from the Clerk
d.	Overflowing ditches and drains parish wide. Cllr Woodhouse, Wilson and Clerk to undertake parish wide site visit 21st March 2024.
e.	Gritting routes/flowing water Dark/Walton Lane. Update.
f.	Website and logo. Update from the Clerk.
9.	Lengthsman - To discuss updates and formulate Motions not requiring written notice.
a.	Update via Cllr Woodhouse.
10.	Finance and Administration - To discuss updates and formulate Motions not requiring written notice.
a.	To consider and motion to approve the payment of outstanding accounts. Appendix 1
b.	To receive and motion to accept latest Bank Reconciliation 2024.
c.	Motion to adopt the following policies: <ul style="list-style-type: none"> - Community Engagement - Working Party and Committee Standard Terms of Reference. - Process for dealing with Planning Applications. See Appendix 2.
d.	Staffing Committee with a view to adopting the latest National Clerk Pay Scale.
e.	Bank mandate – relevant Members have been contacted.
f.	To note that the clerk has approached the Internal Auditor with a view to conducting the 2023/2024 internal audit.
g.	To note that the Clerk has completed and returned the quarterly police contract.
11.	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.
a	Correspondence: <ul style="list-style-type: none"> - Handout for handling online abuse. - Volunteer opportunities leaflet from MHDC. - Receipt from The Signmaker (queens oaks) – delivery of signs after the 15th March 2024. - Hallow Horticultural Society Spring Show
b	Items for future meetings: <ul style="list-style-type: none"> - Worcestershire Wildlife Trust for Green Farm nature reserve water supply. - Defibrillator update - PC request to Heartbeat Trust for BT engineer to check RCD - VAS sign for Sinton Green/Monkwood Green. Clerk seeking grants. - Repair of existing memorial bench at Peace Hall (Summer 2024) - Updated risk assessments and scoring justification system. (Underway with Clerk)
12.	Date of next scheduled meeting: Mon 29th April 2024, 7.30pm – At Peace Hall. 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 in March 2024.

26/02/2024	Mrs Lisa Stevens	Reimbursement for Queens jubilee Tree plaques	95.20	VAT 15.87
outstanding	Mr Simon Skeys	Lengthsman February worksheet.	Not more than £350.00	VAT n/a
outstanding	Water plus	Trough	Waiting on meter reading. Not more than £45.00	VAT n/a
outstanding	Nest Pensions	March payment for March wage	40.35	VAT n/a
outstanding	Mrs Lisa Stevens	Monthly Expenses March 2024. Ink Cartridges.	45.25	Vat to check
outstanding	Mrs Lisa Stevens	Monthly wage Feb 2024	553.42	VAT n/a

Appendix 2. For public visibility and inspection. The current procedure for handling planning applications by this parish council

- a) Planning application is received from MHDC and the Clerk downloads all associated paperwork and distributes to councillors via email.
 - b) Councillors inspect the application and ask the Clerk to obtain clarification on questions as may be.
 - c) Declarations of interest are received from the Councillors by the Clerk and added to the agenda for approval and entry into the Register of Declarations.
 - d) Correspondence received on planning matters from the public is distributed to Councillors with sensitive/personal info redacted.
 - e) If Councillors confirm that they are minded to raise matters for support/objection, the Clerk inspects the general list of material considerations on the .Gov Planning Portal and advises if appropriate.
 - f) Councillors are permitted to raise historical/factual info for the attention of all councillors via email.
 - g) Clerk will request an extension to the deadline for response by the Parish Council if required but Councillors do not assume that this will be granted. In the event of this not being granted, Councillors consider by email whether an extraordinary meeting in public is required. In the event where no correspondence from the public is received and where Councillors cannot find a material consideration to be debated, the Clerk is delegated to respond to MHDC as such.
 - h) Councillors will take note of any new legislation or regulations, changes in policy or other developments affecting the planning process, and any briefings received, and participate in any relevant training.
 - h) No summary report is produced by the Clerk, but after receiving all the above via email in conversation format, Councillors attend the Full Parish Council meeting (every two months) ready receive information/questions via Public Open Forum, to promptly summarise findings and vote on a motion to Support, Object or Comment.
 - i) None of the above constitutes a predetermination since any/all Support/Objections are raised at full parish council and can be debated in public. 'Predetermination occurs where someone has a closed mind, with the effect that they are unable to apply their judgment fully and properly to an issue requiring a decision'.
- end-