

# Monthly Meeting of Grimley Parish Council

**Monday 29<sup>th</sup> April 2024 7.30pm,  
Peace Hall, Sinton Green**

Councillors, Notice is hereby given that a Meeting of Grimley Parish Council will be held on **Monday 29<sup>th</sup> April 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](mailto:clerkgrimleypc@gmail.com) 07950256363. **Date of publication of this notice: 24/04/2024**



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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).



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

1.	<p><b>Welcome, points of order, apologies for absence and declarations of interest.</b></p> <p>a. To note updates received to Register of Interests/dispensations. Cllrs are reminded to update their register of interests.</p> <p>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.</p> <p>c. To declare any Other Disclosable Interests relevant to the agenda.</p> <p>d. To declare any additions to the Register of Gifts &amp; Hospitality.</p> <p>e. To consider written requests for the granting of a Dispensation (S33 Localism Act 2011). <b>Motion</b> to approve requests.</p> <p>f. To consider any adjustments required to encourage or allow public participation.</p> <p>g. To note the existing parish councillor (summer 2023) vacancy available for co-option upon application to the Clerk.</p> <p>h. To note the spring 2024 parish councillor vacancy subject to option to fill via public election upon application to MHDC. <i>Apologies received in advance for late arrival of our DCllr due to attendance at a prior parish council meeting.</i></p>
2.	<p><b>Public Open Forum.</b> Please refer to 'information provided at beginning of meeting' for further guidance.</p>
3.	<p><b>Planning, Enforcement &amp; Consultations</b> - consider and resolve to respond to the following:</p> <p>a <b>M/24/00345/FUL</b> New Inn, now known as the Open Ditch, Sinton Green, WR2 6NW. Proposed 2no. dwellings with detached car ports and extended parking area for pub.</p> <p>b <b>M/24/00149/FUL Variation of condition 2 Ref. 21/02082/FUL.</b> Wagon Wheel, Grimley, Worcester, WR2 6LU Conversion of public house/restaurant to 1no. dwelling (including partial demolition) and the erection of 1no. dwelling. To note approval of this application by MHDC and receipt of Community Infrastructure Levy money <b>£774.55</b></p> <p>c Request for update from MHDC on <b>planning enforcement actions at Monkwood Green.</b></p> <p>d <b>Standing Item:</b> To consider and arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda.</p>
4.	<p><b>To receive the report of the County Councillor – Scott Richardson Brown</b> (Items raised for decision will appear on the agenda for the next meeting)</p> <p>i. Request a review by County Council of the damage caused to the vital kerb drains along the road section at Mudwalls, and, ask why it took so long to repair this dangerous drain top?</p>

5.	<p><b>To receive the report of the District Councillor – Dean Clarke</b>          (Items raised for decision will appear on the agenda for the next meeting)  <i>Agenda may require rearranging to allow DCllr to attend other parish council meeting on same evening.</i></p> <p>i. Resident request for joint project with MHDC to order additional flytipping signs for Grimley village approach road area.</p>
6.	<p><b>Commons and Village Greens</b> - Updates and formulate Motions not requiring written notice.</p> <p>a <b>Parish Council Policy Document - Guide to managing and holding public events on parish council owned land.</b> Nb. Setting out rules/fees/donations/duty of care and ensuring that all parish council land is treated the same:</p> <p>i. <b>Motion:</b> To adopt in principle this Policy Document and proceed to public consultation.</p> <p>ii. <b>Motion:</b> Consideration of putting policy into practice: new formal Committee required?</p> <p>iii. <b>Monkwood Green</b> – consideration by Cllrs of current uses of Common and SSSI and finding a way forward with regard to private property/items placed on the Common.</p> <p>b <b>Sinton Green – parking on the village green.</b> Resident correspondence:</p> <p>i. Resident suggestion for option of knee rail fencing round the village green.</p> <p>ii. Resident request for enforcement of Byelaws and for charges to be levied against those that break them or against third parties that cause them to be broken.</p> <p>c Reinvigorating the <b>tree survey</b> and risk assessment to be conducted on Sinton Green village green – this project got put by with all the wet weather.</p>
7.	<p><b>General projects and updates</b> - To discuss updates and formulate Motions not requiring written notice.</p> <p>a. Resident request for a <b>street name plate for Gumburn Lane.</b></p> <p>b. Project update - Undertaking hedge cutting of the <b>dangerously overgrown hedge</b> along Grimley approach road (opposite bus shelter). <b>Motion</b> to receive and pay invoice from N P Denley Tree Surgery £1,800.00 (VAT £300) Quotation 1374</p> <p>c. <b>Ditches and drains parish wide.</b></p> <p>d. <b>Overgrown hedges Moseley</b> which require urgent cutting back, as on narrow lane and approaching sharp bend. Motion to write to residents.</p> <p>e. <b>Gritting routes/flowing water Dark/Walton Lane.</b></p> <p>f. Looking again at options for the <b>blue shared space signs at Camp Lane</b>, as the County Council have not been able to fund this project on this occasion</p> <p>g. <b>Lengthsman update</b> and to note the digitalisation of the account system hosted by WCC.</p> <p>h. <b>Peace Hall update.</b></p>
8.	<p><b>Finance and Administration</b> - To discuss updates and formulate Motions not requiring written notice.</p> <p>a. - <b>Minutes of the previous meeting</b> – to receive, consider and approve.</p> <p>b. - To review payments made within the past month and to consider and motion to approve the <b>payment of outstanding accounts.</b> Appendix 1</p> <p>c. - To consider and approve payment of urgent accounts if any (Delegation to Clerk policy).</p> <p>d. - To receive and motion to accept latest <b>Bank Reconciliation</b> 2024.</p> <p>e. - <b>Motion</b> to review and confirm additions and amendments to the <b>Register of Interests.</b></p> <p>f. - <b>Staffing Committee</b> Minutes for consideration and approval and, Motion to receive and accept considered advice with regard to the latest National Clerk Pay Scale.</p> <p>g. - <b>Bank mandate</b> – urgent outstanding member actions please.</p> <p>h. - To formally appoint the <b>Internal Auditor</b> Mr P.Moore for the 2023/2024 internal audit.</p> <p>i. - To formally accept the mid term <b>3 year undertaking of insurance with Clear Councils</b> (formerly BHIB) at £233.88.</p> <p>j. - Direct Debit for <b>garden waste</b> service x 2 bins at Grimley Church (churchyard volunteers and Lengthsman). £150 (DD reduces 1<sup>st</sup> bin from £85 to £80. Subsequent bins charged at £70)</p> <p>k. - To note receipt of His Majesty The King's Portrait and considerations for placement.</p>

9.	<p><b>AOB, correspondence, dates for diary, items for future agenda.</b> This section is for items to note only and no financial motions can be raised in this section.</p> <p>Items for future meetings:</p> <ul style="list-style-type: none"> <li>- Worcestershire Wildlife Trust for Green Farm nature reserve water supply.</li> <li>- Defibrillator update - PC request to Heartbeat Trust for BT engineer to check RCD</li> <li>- VAS sign for Sinton Green/Monkwood Green. Clerk seeking grants/VAS placement permits.</li> <li>- Repair of existing memorial bench at Peace Hall (Summer 2024)</li> <li>- Website and logo – migration to a .gov account.</li> <li>- Request a review by Natural England of the condition of the SSSI at Grimley old fishponds.</li> <li>- Reinvigorate our footpath warden project.</li> <li>- Renewing the instruction labels on the pond buoys at Sinton and Monkwood</li> </ul>
10.	<p><b>Date of next scheduled meeting:</b></p> <p><b>Monday 13<sup>th</sup> May, 7.30pm - Annual Meeting of Grimley Parish Council</b>  NB. The above is an annual meeting of Parish Cllrs, where appointments for the following take place: chairman, vice-chairman, committee members and representatives to other bodies. The public may not speak at this meeting, though they are cordially invited to attend to observe proceedings. (Standing orders states "In a year which is not an (parish) election year, the annual meeting of a council shall be held on such day in May as the council may direct."). First item: Election of chair and sign declaration of office. Retiring/previous Chair will be in attendance in order to preside over this first item only, as necessary.</p> <p><b>Monday 20<sup>th</sup> May, 7.00pm – Annual Parish Meeting</b>  NB. The Annual Parish Meeting is not a 'normal' monthly parish council meeting. It is a meeting of the parish or town electors, organised by the Parish Council. Electors can contribute to the agenda and in practice these meetings often celebrate local activities and debate current issues in the community. It is an opportunity for parishioners on the Electoral Roll to raise any matters of concern to them that relates to their local community. It would be helpful to have written notice of any matters to be raised but it is not essential. Matters can be raised at the meeting without prior notice. (Annual Parish Meetings must be held between 1st March 1st June each year).</p> <p>The press and public are cordially invited to attend these meetings and should note Standing Orders in advance please.</p>

### Appendix 1\_Payments to be made in April 2024 and payments made in March 2024

Worcestershire CALC	Annual Subscription 2024	471.09	71.66
Mr Simon Skeys	Lengthsman worksheet March 2024. Plus path siding out Old Road and Grimley main road.	551.85	0.00
Mrs Lisa Stevens	Printer ink stinky inks	91.16	15.20
Mrs Lisa Stevens	Expenses April 2024	48.85	0.00
N P Denley Tree Surgery	Tree works Grimley approach opp bus shelter.	1800.00	300.00
Nest Pensions	April payment for April wage.	40.35	0.00
Mrs Lisa Stevens	April payment for March monthly wage 2024.	553.42	0.00

26/02/2024	109	Mrs Lisa Stevens	Reimbursement for Queens jubilee Tree plaques Peace Hall and Monkwood Green. Ordered via The Sign Maker & UK Memorials	95.20	15.87
22/03/2024	110	Mr Simon Skeys	Lengthsman February 2023 worksheet.	355.85	
22/03/2024	111	Water plus	Trough water bill quarterly invoice.	25.10	4.18
21/03/2024	112	Nest Pensions	March payment for March wage.	40.35	0.00
22/03/2024	113	Mrs Lisa Stevens	Monthly Expenses March 2024	45.25	0
22/03/2024	114	Mrs Lisa Stevens	March Monthly wage for Feb 2024 minus pension and minus NI.	539.74	0
18/03/2024	115	HMRC tax NI	Employer HMRC contributions	72.58	0
22/03/2024	116	Beverley Thompson	Church Warden St Bartholomew's. New gate post donation.	100.00	0
22/03/2024	117	Lisa Stevens	Land Registry enquiry Grimley approach road	6.00	0