

DODFORD WITH GRAFTON PARISH COUNCIL

DRAFT Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 27 January 2020 in Dodford Village Hall at 7.30pm

Present: Cllrs Lynne Griffin, Rory Lydon, Alwyn Rea, Scottie Sanderson and Jonathan Shapiro

In attendance: Clerk Kay Stone and 10 members of the public

In Cllr Rachel Jennings absence, the meeting was chaired by the Vice Chairman Cllr Lydon

1. Apologies

County Cllr Shirley Webb, District Cllr Drew Beaumont and Parish Cllr Jennings gave their apologies, reasons for which were accepted.

2. Declarations of interest

- i. Cllr Lydon for item 12 Grants (Dodford Show request)
- ii. Cllr Lydon for item 12 Grants (Dodford Show request)

3. Dispensations

Dispensation request was received from Cllr Lydon for item 12 Grants (Dodford Show request) which was approved by the Parish Council.

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

- i. Flooding in Bungay Lake Lane and drains blocked and not being cleared out on the corner of Bungay Lake Lane and Kidderminster Road.
- ii. Surface patching in Yarnold Lane not keeping up with the amount of water streaming down Yarnold Lane.
- iii. Drains not being emptied in Yarnold Lane.
- iv. Fireworks being let off too many times.

The meeting reconvened as follows:

4. Minutes of the Meeting held on 25 November 2019

Approval of the Minutes held on 25 November was proposed by Cllr Sanderson and seconded by Cllr Rea, agreed by all and then signed by the Vice Chairman as being a true record.

5. Reports

- i. No report received from County Cllr Webb but the Clerk to report on her meeting with Cllr Webb and Richard Clewer (Worcestershire County Council (WCC) Highways) under item 7.
- ii. No report received from District Cllr Beaumont.
- iii. Cllr Rea gave his report on the CALC Area Meeting held on 11 December which included information on
 - a. the planning application which was granted for 2,500 houses in Bentley Pouncefoot which will be set against the Redditch quota,
 - b. the CCTV monitoring in Bromsgrove and that Parish Councils can request re-deployable CCTV from Bromsgrove District Council (BDC),
 - c. Alvechurch Parish Council guidance for responding to planning application consultations, and
 - d. The Safer Bromsgrove Campaign with three police officers being based in Bromsgrove.
- iv. No recent activity on the Dodford Residents Facebook page of concern to the Parish Council.

- v. The Clerk reported that
 - a. The consultation for a 30mph speed restriction around the school has been received. Closing dates for responses is Friday 21 February. WCC are happy to receive Parish Council comments on Tuesday 25 February following the February Parish Council Meeting. The Clerk was asked to write to residents who may be affected by the speed restriction.
 - b. Next WCC Parish Spring Conference on Wednesday 18 March at County Hall.

6. Planning

- i. Approval of the Planning Committee Meeting Minutes held on 17 December 2019 was proposed by Cllr Griffin, seconded by Cllr Lydon, agreed by all and then signed by the Vice Chairman as being a true record. Approval of the Planning Committee Meeting Minutes held on 14 January 2020 was proposed by Cllr Sanderson, seconded by Cllr Rea, agreed by all and then signed by the Vice Chairman as being a true record.
- ii. Planning application consultations received:
 - a. 19/01023 – Land SW of Saltbay Farm, Yarnold Lane – Erection of stable building, including improvement of access, construction of driveway and laying of hardstanding. The amended site layout plan has been received which shows less hardstanding and more grasscrete. No amendments have been made to the stable building. BDC Planning Committee will be discussing this application at their meeting on Monday 2 March. Cllr Beaumont will be attending and presenting a three-minute submission as Ward Councillor followed by a second submission by Kit Taylor on behalf of the residents. The Parish Council has also requested a three-minute submission from BDC. Residents can still submit further comments to the planning office and Cllr Beaumont has requested he be copied in to all comments submitted. The Clerk to pull together the Planning Inspector's points on planning appeal APPP1805/W18/3209435 for the Parish Council to agree a further submission to BDC on 4 February.
- iii. No planning decisions received.
- iv. No planning appeals or decisions received.
- v. An enforcement update has been received from BDC and circulated to Parish Councillors prior to the meeting.
- vi. With regards to the official complaint made by the Parish Council to BDC Planning Department, the Clerk reported that Ruth Bamford, Head of BDC Planning Department has replied to say legal colleagues will not be in attendance at the proposed meeting as she will manage the Parish Council's complaint at the Planning Service level and if there any matters outstanding then discussions on next steps can be taken. She has also asked who the Parish Council would like to see chair the meeting. The Parish Council would like the meeting to be chaired by an impartial but sufficiently informed person and the Clerk was instructed to ask BDC who they would recommend and also to ask for available dates.
- vii. Parish Council planning committee meeting to be held on Tuesday 4 February (apologies from Cllr Shapiro) to discuss the proposed Perryfields Development. Richard Clewer is unable to attend or anyone from WCC as there would be a conflict as they are also consultees. Cllr Karen May unable to attend as she has a meeting.
- viii. Cllr Shapiro suggested holding dates for future Parish Council planning committee meetings and then cancelling them if no application consultations are received.

7. Highways and footpaths

- i. The Clerk gave the following update on her meeting with County Cllr Shirley Webb and Richard Clewer on 15 January
 - a. Bungay Lake flooding – The Clerk has reported this online to WCC and their response on 21 January is ...”The road was inspected today. The carriageway is flooded due to the amount of rain and the ditches are still full of water. There are flood and ice boards out warning of the flood.” The Clerk was instructed to go back to WCC to say this is not satisfactory and request the ditches be cleaned.

- b. White Lining on Kidderminster Road – Richard to speak to traffic management about repainting current white lines. Red screed between the hatching lines at the junction is not possible as it wears out too quickly.
- c. The speed reduction consultation around the school has now been received.
- d. Siting of white gates discussed – once speed reduction in WCC will look for a safe place to put them.
- e. Fockbury Road footpath – Richard to look into where everyone has got to with the proposed footpath in Fockbury Road on the right-hand side from the Priory Road junction. A resident pointed out that a previous Parish Council had planted daffodils along this verge.
- f. Proposed Perryfields development and effect on traffic through the village. Cllr Webb to invite Clerks and Chairmen of Parish Councils affected to a meeting to discuss further with BDC planning department. Date and venue to be confirmed by Cllr Webb.
- g. Potholes in Yarnold Lane - WCC confirmed they have been repaired 15 times in the last 6 months.
- h. A wooden footpath sign in Woodcote Lane has fallen and is propped up against a fence. This was reported in November 2019. Update on 17 January – WCC Countryside Team have been trying to find out who the landowner is, and the Clerk advised that the Parish Council were led to believe it was the Bibby Family and dealings with them have been through David Banks, their Land Agent. The Clerk reported that she had driven past the site on the morning of the Parish Council meeting and the sign has been removed.
- ii. There has been no movement in modifying the definitive map and statement and the Clerk was asked to omit this from the agenda for two months but to add it to the Annual Parish Meeting agenda.
- iii. The Clerk has approached the Standard and Advertiser to request free newspapers be put in the phone box where residents can collect them. The Clerk has received no response and will contact Martin the Newsagent in Bromsgrove High Street.
- iv. No footpath issues this month.
- v. Cllr Webb has given a report on the work on A38 improvements at junction 4 on the M5 which the Clerk read out and confirmed she had sent this to the residents' email address list.

8. Working together to build stronger communities

This item was requested by Cllr Jennings and in her absence will be deferred to the February meeting.

9. Code of Conduct

The new Code of Conduct from NALC (National Association of Local Councils) had been circulated to Parish Councillors prior to the meeting and Cllr Griffin proposed it be adopted, Cllr Rea seconded and all approved. The Clerk to send the new Code of Conduct to Parish Councillors.

10. what3words

After a discussion on the benefit on what3words the Clerk was asked to invite James Cochrane who works in their Partnership Team to the Parish Council Annual Parish Meeting.

11. Environmental Community Clean-up Projects

After discussion the Clerk was instructed to apply for a £300 grant for a community litter pick. The weekend of 27/28 June was proposed as this is the closest to Dodford Day. Cllr Sanderson has a trailer licence and can dispose of the bags of litter.

12. Parish Council Grants

After discussion it was agreed to give a grant to:

Dodford PCC £500 for the upkeep of the Churchyard and the Parish Magazine.

Dodford Holiday Farm £380 for a new carpet for family accommodation at the farm.

Dodford Village Hall – A conditional grant for the installation of a firewall for the Broadband but the grant is suspended for the Clerk to request Dodford Village Hall Committee make Broadband accessible to all Village Hall users.

At this point Cllr Lydon did not take part in grant discussions and Cllr Rea chaired the meeting.

Dodford Show - £156 for the cost of engraving show cups.

Cllr Lydon continued to Chair the meeting. The Clerk was to put a piece in the Christmas 2020 newsletter inviting groups to apply for a grant.

13. Finance

- i. Cllr Lydon proposed, Cllr Rea seconded, and all agreed the approval of the revised 2020/2021 budget and that the precept request should remain the same as 2019/2020.
- ii. Cllr Sanderson had confirmed prior to the meeting that the financial statements were all in order. Acceptance of the Q3 reconciliation and budget was proposed by Cllr Sanderson and seconded by Cllr Shapiro.
- iii. The December Financial Report:
Deposit account as at 29 November 2019 - £18,444.63
Current account as at 29 November 2019 - £167.40
Payments were made by bank transfer on 23 December 2019:
 - a. Clerk's salary - £364.86
 - b. HM Revenue and Customs - £91.00
 - c. Lengthsman – duties for November - £200.00
 - d. Parish Magazine Printing (printing of Christmas Newsletter, Phil Richardson Community Award nomination form and planning application advice) - £87.00The January Financial Report:
Deposit account as at 31 December 2019 - £17,695.36
Current account as at 31 December 2019 - £265.54
Payments by bank transfer for January – Acceptance proposed by Cllr Lydon and seconded by Cllr Rea:
 - a. Clerk's salary - £364.86
 - b. Clerk's expenses - £137.85 (Travel 35 miles at 0.45p per mile £15.75; storage for December and January £10; use of telephone and internet for December and January £10; stationery – envelopes for Christmas mailing £24.27, colour and black printer ink £63.19 and postage stamps £24.64)
 - c. HM Revenue and Customs - £91.00
 - d. Payment for information – Public Works Loan Board for final loan payment to be paid by direct debit on 17 February 2020.Cllr Shapiro queried the payment to Parish Magazine Printing being on the December and January financial reports and the Clerk confirmed only one payment has been made to Parish Magazine Printing in December.

14. Correspondence received – for information

Correspondence received was noted. The Clerk was asked:

- i. to mention the complaint from a resident about the parking before Christmas outside the Village Hall to the Village Hall Committee with a request to ask hirers to park with consideration;
- ii. respond to the CALC invitation to attend a Climate Emergency Action Day sometime in March to say the Parish Council was potentially interested, and
- iii. thought to be given to discussing a Parish Council Climate Action Plan at the Annual Parish Meeting.

15. Councillors items

No Councillor items raised.

16. Casual Vacancy

No applications received.

The meeting was closed to the public for Councillors to discuss the next item

17. Clerk's appraisal

The Clerk left the room for the Vice Chairman to report on the appraisal meeting with the Chairman, Vice Chairman and Clerk. It was proposed by Cllr Lydon, seconded by Cllr Griffin and agreed by all to approve the salary increase.

The meeting was closed at 9.26pm.

Signed.....Chairman