

DODFORD WITH GRAFTON PARISH COUNCIL

DRAFT Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 27 July 2020 virtually by zoom.com (due to the Coronavirus Lockdown) at 7.30pm

Present: Cllrs Lynne Griffin, Rachel Jennings, and Scottie Sanderson

In attendance: County Cllr Shirley Webb, Clerk Kay Stone and three members of the public

1. Apologies

Apologies received from District Cllr Drew Beaumont, Cllrs Lydon and Shapiro

2. Declarations of interest

- i. None
- ii. Cllr Jennings declared an interest in item 11 on the agenda

3. Dispensations

None

The meeting was adjourned to allow members of the public attending the meeting to raise matters of interest.

Two residents from Upton on Warren expressed their thanks to the Parish Council for their efforts with the motocross issue. The Clerk was asked to obtain the records that Regulatory Services have mentioned in their email to compare with other legal actions. The two residents left the meeting after the open session

The meeting continued as follows:

4. Meetings

Cllr Griffin proposed, Cllr Jennings seconded, and all approved the minutes for the meeting held on 22 June. The minutes will be signed at the next face to face meeting.

5. Reports

- i. County Cllr Webb reported that
 - a. three more libraries to open – Wythall, Rubery and Hagley;
 - b. Worcestershire County Council (WCC) Regulatory Services will continue the Here2Help Service on a reduced level;
 - c. Romsley tip now open with booked slots on Saturday, Sunday and Monday and normal hours on Tuesday to Friday, and
 - d. Cllr Jennings reported that people are finding it easier to register deaths over the phone during the current health crisis. Cllr Webb to feed this back to the WCC Cabinet Member

At this point Cllr Webb left the meeting

- e. No report from District Cllr Beaumont.
- f. Cllr Jennings had found the Parish Council Carbon Footprint Calculations Workshop interesting but not quite what she was expecting but felt it gave her a baseline if the Parish Council wish to pursue this in the future.
- g. No social media report.
- h. The Clerk reported that there have been many WCC road signs left around the village and after many complaints to WCC, the Parish Council were asked to request the Lengthsman to collect them up and return them to the Lydiate Ash depot as a one-off.

6. Planning

- i. Cllr Jennings proposed, Cllr Griffin seconded, and all approved the acceptance of the minutes of the planning committee meeting held on 13 July. The minutes will be signed at the next face to face meeting.

- ii. Planning applications were approved by BDC for Woodcote Range and The Priory.
- iii. No planning appeals or decisions received.
- iv. Enforcement issues:
 - a. The Parish Council is unable to tell where the enforcement officer's boundaries are on the map and the Clerk was asked to request, the enforcement officer takes a look at real time Google maps or makes a site visit.
 - b. The Clerk was asked to request a site visit from the enforcement officer for a property in Priory Road. A big delivery of gravel has damaged the footpath and the Clerk was asked to report this to Cllr Webb. It was pointed out that the danger with the footpath crumbling away outside the Old Post Office is because vehicles have to mount the kerb due to the bad bend in the road and the footpath is being pushed into the garden of the property. It was pointed out that there is a risk to the oil and gas tanks positioned the other side of the hedge, not cess pit as first reported in previous minutes.
 - c. The new building in Valley Road reported at the last meeting falls within Bournheath Parish and the Clerk confirmed that planning permission has been given.
- v. Cllr Beaumont's email has been circulated to Upton Warren and Dodford with Grafton Parish Councillors. In addition, Andrew Thomas has sent an email to Sgt Stephen O'Neill asking if the meetings which took place on 31 May, 7 and 14 June were legal at the time.
- vi. No other planning issues.

7. Highways and footpaths

- i. Repairs to the Priory Road footpath are on WCC works list.
- ii. Footpath issues:
 - a. Overgrown nettles on a footpath in Snakes Lake Lane have been reported and the Clerk to send photos to Cllr Sanderson.
 - b. There is a damaged stile next to Orchard House on Cockshutt Lane which has already been reported to WCC and the Footpath Officer has confirmed this has been marked as a priority.
 - c. The Clerk received reports of overhanging branches in Church Road and Priory Road which have been reported to WCC.
- iii. The issue of the white gates to be kept on the agenda to be discussed once WCC has decided on the speed limit.
- iv. No update on historic footpath sub-group meeting and this item to be kept on the agenda.
- v. The footpath sign at the back of the Village Hall has been reported to WCC three times by the Footpath Officer.
- vi. The Clerk has received a complaint from a resident regarding scrambling bikes in High Wood and the Agent for the Owners has confirmed that they were unaware of this and had not given permission.

8. Covid 19

The Clerk confirmed she has not received any grant requests for making masks. Cllr Griffin and two residents are continuing to make masks and it was suggested that a few at a time could be left in the phone box for residents. The phone box now has shelves in it and residents are exchanging books.

9. Dodford Litter Pick Up

- i. It was decided to hold this on Sunday 13 September.
- ii. The Clerk to contact Dodford Inn and The Parkgate to award them the grant equally between them to support this as the Dodford Inn did for the Queens Jubilee. Cllr Sanderson has a trailer licence and can take the bin bags away.
- iii. The Clerk to ask Richard Harper if Grafton Manor would be willing to take part for residents in Grafton. The Clerk to put an advert in the Parish Magazine and also send a piece to the Advertiser and Standard.

10. Remembrance Day Memorial

No update and this item to be kept on the agenda.

11. Phil Richard Community Award 2020

One joint and three single nominations have been received and the Clerk was asked to send the nominations to the Parish Councillors.

12. Hereford and Worcester Fire Service Community Risk Management Plan 2021-25

To be put on the September agenda.

13. Finance

- i. The first quarter reconciliation and budget were presented by the Clerk. Cllr Sanderson proposed, Cllr Griffin seconded, and all approved the acceptance of the reconciliation and budget.
- ii. The Clerk to ask Cllr Shapiro if he would be willing to be a third signatory.
- iii. The July Financial Report:
Deposit account as at 29 June 2020 - £16,958.66
Current account as at 29 June 2020 - £502.26
Payments to be made by bank transfer on 28 July – Acceptance proposed by Cllr Sanderson and seconded by Cllr Jennings:
 - a. Clerk's salary - £402.26
 - b. Clerk's expenses - £53.98 (Storage £5; use of telephone and internet £5; Travel 4 miles at 45p per mile £1.80; one month's membership for zoom.com £14.39; Stationery – bankers' boxes £13.99 and Poly pockets £13.80)
 - c. HM Revenue and Customs - £100.40
 - d. Lengthsman duties for June plus petrol - £210.00
 - e. Parish Magazine Printing – 320 copies of Annual Report - £52.20

14. Correspondence received – for information

- i. Email from a resident regarding the surface of the footpath located opposite Rose Lane between Priory Road and Woodland Road which has been passed on to the Footpath Officer.
- ii. Email from the Margaret Westwood Memorial Charity offering grants. The Clerk was asked to forward this on to the Holiday Farm, put a piece in the Parish Magazine and also send to the residents' email address list.
- iii. Email from producers of Make A New Life in the Country television show which has been circulated to the residents' email address list and put on Dodford Residents Facebook Page.
- iv. Document from NALC entitled A Risk Assessment for Covid 19 which will be added to the September agenda.
- v. Email from a resident concerned about the speed of bikes around the lanes and the Clerk was asked to pass this on to Richard Clewer and Cllr Webb.

14. Councillors items

- i. Cllr Sanderson requested an item for the September agenda to discuss adopting a cohesive disclaimer that although Parish Councillors represent the Parish, they also have a private life.
- ii. Cllr Jennings reported a black car has been parking on the grass triangle at the junction of Warbage Lane and Priory Road. The Clerk was requested to ask Richard Clewer if the Parish Council can have the land to put some low trees on there and ask the Lengthsman to strim the grass when needed. The Clerk was asked to write to the owners of Little Paddocks.
- iii. At a property in Warbage Lane there is a building behind the swimming pool at the side and the Clerk to ask Enforcement if this is approved.

16. Casual Vacancy

No applications received.

The meeting was closed at 8.59pm.

Signed.....Chairman