

DODFORD WITH GRAFTON PARISH COUNCIL

Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 19 November 2009 in Dodford Village Hall

Present: Cllrs Harper (Chairman), J Caldicott, A Crump, V Dawson, L Griffin, A Rea and J Silver, Mrs K Limm, retiring Clerk and Mrs K Stone, new Clerk

1. Welcome to new Clerk

Kay Stone was introduced to the Council who was appointed as from 1 November with a month's handover with Katie Limm.

2. Apologies for absence

None.

3. Declarations of interest

No interests were declared on this occasion.

4. Minutes of the Parish Council meeting on 15 October

The Minutes were approved and were signed by the Chairman.

5. Reports

Parish Conference – attended by Cllrs Harper and Rea and the Clerk

- I. Trish Haines, Chief Executive of Worcestershire County Council welcomed all present and warned that in a couple of years time the budget available to County Councils could reduce dramatically across the country.
- II. Richard Levett, Acting Executive Officer of the County Association of Local Councils (CALC) spoke about the substantial amount of funding for CALC over the next three years from Worcestershire County Council Partnership.
- III. Jane Bowen from the Worcestershire Hub explained how the Hub is a one stop shop where callers will be directed to the correct place. Although many representatives from Parish Councils were not happy about how they are unable to speak to the person they need to speak to and Jane reassured them that this is improving.
- IV. Jennifer Taylor, Joint Partnership Coordinator for Worcestershire Local Area Agreement (LAA) spoke about the Local Strategic Partnership (LSP) and the LAA.
- V. Peter MacKenzie-Shaw, Worcestershire Partnership Funding and Resources Manager explained the right way to bid for income for Councils from National Lottery and Government Initiatives and how he can advise and vet applications

before they are submitted. Cllr Rea to bring this to the attention of the Village Hall Secretary who might like to meet with Peter for advice.

Clerk's report

- I. The Clerk has written about the fallen tree on the footpath at the side of the Village Hall.
- II. The Clerk has contacted the District Council to see if it is possible for the cuttings from the hedges and the footpath clearance by the Lengthsman could be bagged and left at the bottom of the Village Hall car park for the District Council to then collect. The Village Hall are happy about this and the Clerk is waiting to hear from the District Council.
- III. Tower House – Bromsgrove District Council (BDC) have advised residents and Worcestershire County Council (WCC) the land drainage is their responsibility. There was some discussion as to whether this is now two properties and the Clerk has been asked to check on the Electoral Roll.

6. Planning

- I. Cllr Caldicott reported on the Planning meeting held on 5 November (the Minutes had been circulated).
- II. There are no statutory requirements for retention of planning papers and BDC are currently looking at retention policies across the board. It was decided that the Clerk should recycle any planning papers where there is not an enforcement issue and to ascertain from BDC the correct way to do this. The Clerk to keep a trail of opposed applications.
- III. Proposals for a footpath diversion at Perryfields Road were discussed and agreed this does not affect the Parish. The Clerk was asked to advise BDC that we would not be objecting.
- IV. The Planning Committee will be meeting with Joe Turner, the new enforcement officer from BDC on Monday 7 December at 9.30am in the Village Hall.

7. Parish Plan Review

The Steering Group have not yet met and the Clerk was asked to check availability of the Village Hall for a date in January and would envisage the meeting lasting 2 hours from 7.30pm onwards. A mention of this is to appear in the Christmas Newsletter.

8. Communication

- I. The Christmas newsletter had previously been circulated and all agreed the content with the addition of a heading – Dodford with Grafton Parish Council

Christmas Newsletter, the Quality Parish logo and the Parish symbol at a cost of £35 in colour printed by BDC.

- II. It was agreed that the Clerk would add the Parish symbol and the Quality Parish logo as a footer to all correspondence

9. Parish Council Charter

A first draft had been discussed by the Council and broadly supported, although there was no mention in the Charter of enforcement or Village Design Statements. BDC had revised the Charter with the help of a working group with Parish Council representatives. It was agreed that Dodford with Grafton Parish Council would sign up with the provision that the BDC working group and continue to look at finance, fairness between parished and unparished areas, Village Design Statements and Parish Plans.

10. Grant applications for 2009/10

It was agreed that the following grants would be awarded for 2009/10:

- I. Dodford Village Hall - £500
- II. Parish Church of Holy Trinity & St Mary, Dodford - £375 for the churchyard and £125 for the Parish Magazine
- III. Citizens Advice Bureau - £100

In addition to the above the Council agreed to give a grant of £250 the Children's Holiday Farm.

11. Village Hall Project

Borrowing approval has been given for a loan to support the Village Hall project and it was agreed by the Council to draw the money down now from the Public Works Loan Board with the Clerk ascertaining whether the interest on the loan would be a fixed or variable rate. The Clerk was asked to formally write to the Village Hall Committee to advise of the loan and to also suggest other areas from grants as identified at the Parish Conference.

12. Finance

- i. Belbroughton Parish Council have paid £250 to own the previously shared laptop and the Clerk was asked to write and thank them. It was agreed that £900 (ex VAT) would be set aside for the purchase of a lap top and projector for Dodford with Grafton Parish Council. Cllr Crump and the Clerk to liaise over the purchase of these two items. The Council also agreed the purchase of the updated version of Charles Arnold-Baker's Local Council Administration Book.
- ii. Council considered the proposed budget and agreed the following changes:
 - Increase training to £150
 - Increase grants to £1,350

- Precept may need to be increased by £300 depending on the loan interest payment for the Village Hall Project – this to be discussed again at the December meeting
- iii. The Council noted that the overspend at the end of 2009/10 was likely to be around £2,000 and that this would need to be covered from its reserves. The proposed budget would require an increase in the precept of just over £1,000. The Clerk would prepare a revised budget to be confirmed at the December meeting.
- iv. Payments due for November set out in a schedule circulated by the Clerk were approved.

13. Correspondence received

- I. Items of correspondence received since the last meeting were noted.
- II. The Clerk has responded to the CALC's Housing Enquiry Form.
- III. The Listed Buildings condition survey being carried out in the Bromsgrove district by BDC Conservation section has commenced

9. Councillors Items

None.

The meeting closed at 9.15 pm.

Signed.....Chairman