

DODFORD WITH GRAFTON PARISH COUNCIL

Draft Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 20 May 2010 in Dodford Village Hall

Present: Cllrs Richard Harper (Chairman), John Caldicott, Adrian Crump, Vic Dawson, Alwyn Rea, Jill Silver and Clerk Kay Stone

1. Apologies for absence

Apologies were received from Cllr Lynne Griffin and were accepted.

2. Declarations of interest

None.

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

A resident brought to the Council's attention:

- i. The bad state of the footpaths
- ii. Request for a sign warning drivers of pedestrians
- iii. Hedge opposite corner to the village hall needs cutting back

3. Minutes of the Parish Council meeting on 15 April 2010

Approval of the Minutes was proposed by Cllr Dawson and seconded by Cllr Rea after which they were signed by the Council Chairman as being a true record.

4. Reports

The Clerk reported that:

- i. the public phone box in Priory Road has now been cleaned by BT Open Reach and a thank you email had been sent to them by the Clerk;
- ii. the internal audit had been carried out by Diane Malley who had only two queries – a missing invoice for Grafton Manor for the previous Clerk's leaving dinner and a request for the invoice for KopyKats invoice paid at the end of March;
- iii. the notice of Electors Rights has been posted on the Parish Council Notice Board;
- iv. she attended a Clerk's gathering at Worcestershire County Council (WCC) for a presentation on the Freedom of Information Act and the Data Protection Act. The Parish Council complies under the Freedom of Information Act with the Model Publication Scheme, but the Clerk needs to notify the Information

Commissioners Office that Councillor details are held on the Parish Council laptop and the Parish Council needs to pay a £35 annual fee to comply with Data Protection Act regulations;

- v. having attended a CALC meeting on Quality Parish Re-accreditation, the Clerk suggested this should be discussed more at the June Council meeting as to whether the Parish Council wishes to re-apply for Quality Parish Status;
- vi. the Annual Report has been printed and ready for mailing, and
- vii. Dodford Society is willing to have the Parish Council Information Cards to insert in their Welcome to the Village packs.

5. Planning

- i. Minutes of the Planning Committee Meeting held on 30 April had already been circulated
- ii. The Chairman requested pressure still needs to be applied as it is likely there will be an appeal on the wind turbines

6. Register of Members' Interests

7. Parish Plan Review

- i. The preface for the parish plan review will contain a piece Diane Poole has prepared on the history of the village – her permission to use this has been given
- ii. It was suggested that a report should be given on the Parish Plan Review at the Annual Parish Meeting on 27 May 2010

8. Village Hall Project

The School has offered their premises for Parish Council meetings when the roof is taken off the village hall.

9. Complaints from residents

- i. A request has been received for two new road signs for Victoria Road. Clerk to investigate with Bromsgrove District Council (BDC)
- ii. Speeding cars through Dodford on the Kidderminster Road at Woodcote. It was agreed that the ideal speed should be 40mph east of Crossroads Garage through the parish to include the dangerous corner, two t-junctions and the driving range, due to increase in traffic over the last ten years. The Clerk to consult with WCC

9. Foster's Pig Farm

To be kept on the Agenda for the June meeting as the Clerk still needs to write to Mr Foster requesting a reply from previous correspondence.

10. Finance

- i. The internal financial controls and internal audit arrangements and the annual risk assessment had been circulated by the Clerk, were approved and signed by the Chairman
- ii. The accounts for 2009/2010 had been circulated by the Clerk and approval was proposed by Cllr Dawson, seconded by Cllr Rea and duly signed by the Chairman
- iii. At the request of the internal auditor it was agreed that the payment to Grafton Manor in December 2009 for the previous Clerk's leaving dinner should be minuted retrospectively as this was paid at the time without sight of the invoice. This has now been seen and has been attached to the various papers and a copy has been sent to the internal auditor
- iv. After discussion it was agreed to renew the Insurance at the same premium as last year and the cheque will be raised for the AGM
- v. Payments due for May 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 was asked to put the Community First renewal letter back on the agenda to discuss at the June meeting

14. Councillors Items

- i. Cllr Dawson has received requests to know who the local Police Officer is and Mr Phil Richardson will confirm at the next meeting
- ii. The Chairman has made contact with our new MP about wind turbines and motorway lighting and invited him to one of our Parish Council meetings. Clerk to let is assistant know when we are meeting

The meeting closed at 8.20 pm.

Signed.....Chairman