

DODFORD WITH GRAFTON PARISH COUNCIL

Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 22 November 2021 in Dodford Village Hall at 7.30pm

Present: Cllrs Lynne Griffin, Rachel Jennings (Chair), Rory Lydon (Vice Chair), Scottie Sanderson, Jonathan Shapiro, and Jenni Schuett.

In attendance: County Cllr Shirley Webb, PC Sharon Wilson-Dixon, Clerk Kay Stone and four members of the public

1. Apologies

District Cllr Drew Beaumont and Cllr Scott Fuller

2. Declarations and Register of interest

- i. None
- ii. Cllrs Lydon and Sanderson for item 8
Cllr Jennings for item 4ii

3. Dispensations

The acceptance of the dispensation requests from Cllrs Lydon and Sanderson for item 9 were approved.

The meeting was adjourned to allow members of the public attending the meeting to raise matters of interest. There were no matters to raise and so the meeting continued as follows:

Cllr Jennings welcomed PC Sharon Wilson-Dixon to the meeting and thanked her for her attendance. There were no matters to discuss other than speeding through the village.

4. Meetings

- i. Cllr Sanderson proposed, Cllr Shapiro seconded, and all approved the minutes for the meeting held on 20 September. The minutes will be signed when current health restrictions permit.
- ii. After much discussion on options of venues and days the Clerk was instructed to write to the Village Hall Committee expressing their disappointment that the Village Hall Committee did not consult the Parish Council before booking other groups into the Hall on a Monday. The Clerk to ask the Village Hall Committee when the first Monday is available and book that and consequently monthly meetings. The Parish Council will only be willing to share the Village Hall if and when the connecting doors are soundproofed. Until then the Parish Council will meet in Dodford Church.
- iii. 2022 dates will be Monday 24 January, Monday 28 February, Monday 28 March, Monday 25 April, Monday 9 May (Annual Meeting of the Council and Annual Parish Meeting), Monday 27 June, Monday 25 July, Monday 26 September, Monday 24 October and Monday 28 November.

5. Reports

- i. County Cllr Webb reported the surface dressing will take place in Fockbury Road and Priory Road in Summer 2022. Cllr Webb informed the Parish Council that Richard Clewer is leaving Worcestershire County Council (WCC) and the Clerk was asked to write to Richard expressing their thanks for all his help and their good wishes for the future. Cllr Webb will look into why the Priory Road closure has not taken place on 22 November.
- ii. District Cllr Beaumont had sent the Clerk an email to say that a WCC Strategic Transport Assessment (STA) is underway regarding the Perryfields development and a report should be published in Summer 2022. The Perryfields development should start early 2022 and will take 10 years to complete. Cllr Beaumont suggested the Parish Council wait until the STA has been published and then examine any implications for the Village. Some Parish Councillors offered to conduct their own survey of traffic in and out of the Village in rush hours. Cllr Webb offered to put in a request for monitoring strips.
- iii. No report on social media.

- iv. The Clerk reported on:
 - a. information about a Bromsgrove Walking Sports Outreach programme but it was felt by the Parish Council this was not an option for the Parish;
 - b. WCC Countryside Team were hoping to take a look at the Upton Warren bridleways;
 - c. Dodford Gardening Club were seeking assurance from the Parish Council that it was OK to hold on to the Parish Council Grant until 2022. The Parish Council agreed;
 - d. acknowledgement email received from PC Barney Kelsoe;
 - e. the request for a dog poo bin in Valley Road. The Parish Council asked the Clerk to contact Bournheath Parish Council;
 - f. information on a new WCC campaign “How are you doing Worcestershire” where residents are able to share their Covid experiences. Information gathered will help WCC Public Health prepare for the forthcoming Health and Well Being Board Strategy Consultation launching early next year. The Clerk to join the group and also publicise it on the Dodford Facebook page and in emails to residents, and
 - g. the next CALC Area Meeting is taking place on 8 December.

6. Planning

- i. No planning decisions received from Bromsgrove District Council (BDC)
- ii. Planning Appeal received for Parkhill, Monsieus Hall Lane. The Parish Council did not object to the original planning application and so there is no further response to be made to the Planning Inspectorate.
- iii. No enforcement / environmental issues to be reported
- iv. The response from the Conservation Officer that they are unable to find anything in the planning legislation to protect the hedges in Dodford was received and the Clerk was asked to remove this item from future agendas.
- v. It was proposed by Cllr Lydon, seconded by Cllr Shapiro and agreed by all for the Parish Council to become a member of the Town and Country Planning Association (TCPA) for one year (£90 for the first year and £110 for subsequent years). It was agreed that Cllrs Lydon and Schuett will represent the Parish Council when contacting TCPA for advice.
- vi. It was agreed that, as the Parish Council has no powers to make decisions and is only the conduit to pass on complaints to BDC, the Clerk to report the new wall at the entrance / exit to Sumach to BDC and WCC Highways as it is over a metre high and not a metre away from the road.
- vii. It was decided not to write to residents when a new construction is reported to them but to forward the complaint on to BDC.
- viii. Manor Hall has withdrawn the application for the siting of six wooden pods. Information on Application Types received from BDC planning has been circulated to Parish Councillors.

7. Highways and footpaths

- i. Cllr Webb to find out why the work has not started on the Priory Road footpath.
- ii. No footpath / bridleway issues. Cllr Lydon requested this be removed from future agendas thinking this item was to do with historic footpaths. This item remains on the agenda as it is Cllr Fuller's opportunity to report on any footpath / bridleway issues that may come up in the parish.
- iii. The traffic monitoring has been covered under item 5ii.
- iv. Resurfacing issues has been covered under item 5i.
- v. The Clerk to move forward with arranging the new Village Signs with Cllr Webb.
- vi. It is not possible to have a Community Speed Watch in the Parish as they can only be undertaken in 30 or 40mph areas. PC Lloyd Stone will try to attend as many Parish Council meetings as he can. The Clerk to notify him of 2022 dates.
- vii. The Clerk to write to WCC for their observations and thoughts on the Bromsgrove A38 improvements

8. Grants

- i. The Clerk to send the Parish Council Grant Giving Criteria to the Citizens Advice Bureau in response to their request for a Grant.

- ii. The Clerk to add to the Christmas Newsletter a piece on societies and clubs within the Village who may welcome grants, to apply to the Parish Council by 1 March, for the Parish Council to consider requests at their March meeting.

9. Memorial Garden

One of the entrants to pull together the collaborative design in a CAD format to be sent to WCC Highways for approval and for advice on trees. Once approval is given then quotes for work need to be sought. The working party would like to make a start on the path as soon as approval is given.

10. Queen's Platinum Jubilee

The Church is thinking of pulling together a village fete for the Jubilee Weekend and there is an open invitation to create a steering group. The Clerk to publicise to groups and societies in the parish to apply to the Parish Council for a Queen's Jubilee Grant if they wish to organise an event to benefit the village.

11. Christmas Newsletter

The wording of the newsletter was approved with some amendments. The Clerk was also asked to include a piece on Dodford School requiring more School Governors giving Cllr Shapiro's School email address as a contact.

12. New Residents Welcome Pack

- i. A good response on ideas for the Welcome Pack has been received from residents which were discussed in turn. Cllr Schuett to pull together information on village history and the Chartist history. Cllr Jennings to pull together information on the Children's Holiday Farm. It was suggested that Cllr Fuller provide a Footpath Map but there is already one on the Parish Council web site which can be produced. Cllr Shapiro advised that there is an additional defibrillator in Dodford School. All information to go into the Welcome Pack to be sent to the Clerk by the end of January who will pull it all together for a Pack to be presented to the Parish Council for consideration in February.
- ii. It was agreed to send out the Conservation Leaflet, once received from BDC, with the Annual Report in April / May.
- iii. No ideas came specifically from Grafton, Woodcote or Upton Warren.

13. Finance

- i. Cllr Jennings proposed, Cllr Griffin seconded and all approved the 2nd quarter reconciliation.
- ii. The October Financial Report:
Deposit account as at 30 September 2021 - £18,040.04
Current account as at 30 September 2021 - £271.86
Payments made by bank transfer on 25 October 2021 were acknowledged:
 - a. Clerk's salary - £412.14
 - b. Clerk's expenses (which were approved by Cllrs Jennings and Shapiro by email) - £237.98 (Travel 12 miles @ 45p/mile £5.40; storage £5.00; telephone and internet £5.00; Zoom meeting invoice for September paid by credit card £14.39; SLCC Annual Membership 2021-22 paid by credit card £130.00, Stationery – colour printer ink £39.45 – black printer ink and printer paper £38.74.
 - c. HM Revenue and Customs - £103.00
 - d. Lengthsman duties for September - £210.00
- iii. The November Financial Report:
Deposit account as at 29 October 2021 - £22,779.20
Current account as at 29 October 2021 - £308.74
Payments to be made by bank transfer on 23 November 2021 – Acceptance proposed by Cllr Jennings, seconded by Cllr Schuett, and agreed by all:
 - e. Clerk's salary - £412.14
 - f. Clerk's expenses - £293.53 (Travel 7 miles @ 45p/mile £3.15; storage £5.00; telephone and internet £5.00; Zoom meeting invoice for Working Party Meeting paid by credit card £14.39; ALCC Annual Membership 2021-22 paid by credit card £40.00; Postage stamps

- for Christmas Newsletter mailing £198.00; labels for Christmas Newsletter mailing £19.99 and envelopes for Christmas Newsletter mailing £8.00)
- g. HM Revenue and Customs - £103.00
 - h. Lengthsman duties for October - £210.00
 - i. Dodford PCC – use of Church for September meeting £14.00
- iv. After discussion regarding the Clerk’s recommendation that the Precept be increased, it was proposed to increase the Precept by 5% by Cllr Shapiro, seconded by Cllr Lydon and agreed by all. Acceptance of the 2021-22 budget was proposed by Cllr Griffin, seconded by Cllr Lydon and agreed by all. The Clerk was thanked by the Chair for the budget explanation which accompanied the draft budget. The Chair asked the Clerk to arrange an appraisal meeting in the New Year.
- v. It was proposed by Cllr Lydon, seconded by Cllr Jennings, and agreed by all to appoint Diane Malley as Internal Auditor for 2021-22.

14. Correspondence received – for information

None received that had not already been covered in the meeting.

15. Councillors items

None.

The meeting was closed at 9.19pm.

Signed.....Chair