

# Monthly Meeting of Grimley Parish Council

**Monday 18<sup>th</sup> Oct 2021, 7.30pm**  
**Peace Hall, Sinton Green**

## Minutes of the meeting

	<p><b>Present:</b> D Stanley (Chair), A Bretherton, A Atkinson, P Ayers, J Izamis, G Moore, S Wilson.</p> <p><b>Attending:</b> DCllr Dean Clarke, CCllr Scott Richardson Brown. Parish Clerk Lisa Stevens. Public 48 present</p>
115/21	<p><b>Points of order</b> Welcome. Information provided at the beginning of each meeting in relation to social distancing and procedure for open forum.</p>
116/21	<p><b>Public open forum</b> <i>At a resident's request the order of the agenda was rearranged at this point. <b>Approved</b> unanimously. Open forum does not usually form a legal part of the meeting but this restriction is waived in this case only.</i></p> <p>J.Moffat address parish councillors and updated on progress to raise funds for commissioning of an independent landscape visual impact assessment. Cllrs were formally requested by residents to consider funding this. This was endorsed by a vote of 45 of the residents present. A historical landscape assessment will be submitted to MHDC demonstrating the 1000-year human history on this land. Residents made the following points:</p> <ul style="list-style-type: none"><li>- only 2% of industrial roofs have solar panels on – this needs addressing</li><li>- the issue of agroponics needs additional investigation in the parish.</li><li>- access roads are not suitable for construction traffic.</li><li>- local homes have not been included in the glint and glare assessments</li><li>- invertebrates can mistake solar arrays.</li><li>- there needs to be interactive mapping of the impact on hedgehogs and small mammals.</li><li>- All recreation and horse riding along local roads will need to stop during construction.</li><li>- Hall has been booked for next week for residents to get together and further fund raise.</li><li>- visual impacts and impact on the landscape are key and are material considerations that must be emphasised.</li></ul> <p><b>Cllrs paused open forum and reinstated Standing Orders.</b> <b>Motion</b> proposed by Cllr Bretherton. The parish council is limited on time, the residents have turned up to demonstrate their feelings and provide the parish council with a mandate, therefore the parish council should formally investigate the feasibility of providing assistance and funding towards the Local Landscape Visual Impact Assessment up to a limit of £2500. Seconded. JI. <b>Unanimously carried.</b> The Clerk was instructed to laise with JM with regard to quotations.</p>

	<i>Residents had no more questions to ask. Residents thanked for their contributions. Normal order of agenda resumed.</i>	
117/21	<b>To consider any apologies for absence</b> Parish Cllrs Taft and Passey.	
118/21	<b>Declarations of interest.</b> Cllrs noted that as residents of the parish they all have an interest in the latest planning application for the solar farm. No Cllr considered that their interest be sufficient for the option to vote to be removed.	
119/21	<b>Minutes of previous meetings</b> - Motion to approve previous minutes.	
a.	20 <sup>th</sup> Sept 2021 – duly <b>approved</b> . Prp: AB. Scnd: AA.	
120/21	<b>To receive the report of the District Councillor – Dean Clarke.</b> Update on planning protocols and usual procedures for determining planning applications.	
121/21	<b>To receive the report of the County Councillor – Scott Richardson Brown.</b> Cllrs asked the Cllr why the 30A bus through the parish has been cancelled without notice being provided to the residents or parish council. CCllr to find out more information.	CCllr
122/21	<b>Parish Council budget for 2022/2023.</b> To debate precept for next financial year (portion of resident council tax that the district council gives to the parish council) and for Cllrs to table future projects for discussion.  Ref budget left available for the 2021/2022 financial year, Cllrs <b>agreed</b> that remaining monies must focus on the defibrillator projects and the Landscape Visual Impact Assessment. LVIA must include a contribution from the residents via fund raising.  Project to repair road at Monkwood green must wait. Residents and working parties lead by Cllrs can fill the potholes, once material to be used has been cleared by Natural England. Contractors can continue to submit a step-by-step program for road repairs so that future budgets can incorporate this. I.e. a phased approach to the road repairs at Monkwood Green. Cllrs <b>voted</b> and accepted the draft budget in principle and will reflect further before next meeting. Prps: SW. Scnd: JI.	Clerk All cllrs
123/21	<b>Quick fire project updates</b> - To discuss updates and formulate Motions not requiring written notice	
a.	<b>Defibrillators/phone box.</b> Residents spoke to confirm their various donations, for which Cllrs gave thanks. The Clerk noted that Grimley Smaller Charities are currently working towards a substantial donation towards defibrillator equipment in the parish, to such a degree where the burden of fund-raising for the parish would be entirely removed.	Clerk
b.	Cllrs <b>agreed a motion</b> of thanks for this and instructed the Clerk to liaise with the Charity. Cllr Moore noted that a formal acknowledgement of receipt and flowers would be appropriate.	

<p>c.</p> <p>d.</p> <p>e.</p> <p>f.</p> <p>g.</p>	<p><b>Jubilee/beacon and tree planting.</b> Cllrs voted to reject beacon options 2 &amp; 3 which were options for formal beacon structures and equipment. Cllr expressed a preference for a bonfire. Prps: SW. Scnd: JI. Cllr Bretherton to approach Peace Hall ref this option. Cllr Izamis to conduct risk assessment.</p> <p><b>Monkwood Green management update, including volunteer days, service roads and ditch work outside Langdale.</b> Recent volunteer days went well and achieved a good amount of bramble removal. Clerk continues to explore source of water outside Langdale on the parish council owned service road and work with resident BP as to the solution. Natural England have confirmed via phone that previous exploratory works by Severn Trent had received permission and that they would support further minor excavations to find the source, provided the soil is returned to site. It was noted that newts have never been seen in this section of the Green and that they are not active at this time of year.</p> <p><b>To note attempted and partially successful theft of stakes and electric fencing on Monkwood Green.</b> Person is known to the council and the police are to be informed.</p> <p><b>Parking in Grimley village.</b> Cllr Stanley and the Clerk had had a zoom meeting with the police and the school and a number of options were suggested. Clerk to distribute minutes of that meeting to Cllrs.</p> <p><b>Bus service Grimley village.</b> Already covered</p>	<p>Cllr Bretherton Cllr Izamis Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>124/21</p> <p>a.</p> <p>b.</p>	<p><b>Finance and Administration -</b> To discuss updates and formulate Motions not requiring written notice</p> <p>To consider and <b>motion</b> to approve the payment of outstanding accounts. Duly <b>approved</b>. Prps: AB. Scnd: JI</p> <p>To receive and <b>motion</b> to accept Sept Bank Reconciliation 2021. Prps: AB. Scnd: DS. Cllr Bretherton had logged onto Scribe and supervised and <b>approved</b> that additional method of accounting. Clerk instructed to continue with current method of duplicating accounts on XLS and Scribe for time being, whilst the usefulness of Scribe is being established. Cllrs commented that they did not prefer the Scribe template for monthly Bank reconciliation and instructed the clerk to continue with the parish council XLS reconciliation template.</p> <p>Cllrs <b>approved</b> purchase of a Remembrance Day wreath to be passed to Cllr Stanley for presentation at Hallow church. Events will also be taking place at Grimley church and a number of cllrs intend to be present. The Clerk noted that she had already proceeded sharing costs of a wreath with Severn Stoke PC up to a max of £40 (£20 per parish council). Cllrs thanked the Clerk for exploring this option and saving costs. Cllrs questioned whether this was the right option to try to save money against a charity such as the Royal British legion. After some debate, Cllrs <b>agreed</b> that the preference</p>	<p>Clerk</p> <p>Clerk</p>

	<p>was to save the money and make donations within the parish, such as defibrillators etc. Prps: SW. Scnd. PA.</p> <p>Cllrs <b>approved</b> attendance of Clerk and one other Cllr at Warwickshire CALC training and online conference on climate change on 22<sup>nd</sup> and 23<sup>rd</sup> October 2021. Threshold of expenses up to max of £50. Prps: JI. Scnd: AA. Clerk to send details to all.</p> <p>Cllrs noted that the ICO standing order application form had been rejected due to irregularities in Cllr signatures. Difference Cllrs submitted signatures on a replacement form. £40 reimbursement to Clerk who had aid the bill in the meantime. Prps: DS. Scnd: JI</p> <p>Cllrs noted that the Clerk will need to purchase replacement ink cartridges shortly and accepted the need for her to receive an immediate reimbursement up to a threshold of £70. Prps: AB. Scnd: AA.</p> <p>Residents left the meeting at this point.</p>	
125/21	<p><b>Confidential session Staffing and Lengthsman Matters – motion and resolution to move into a closed session without prejudice to discuss staffing matters. To exclude members of the press and public on the grounds that publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.</b> <i>Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) and Schedule 12 of the Local Gov Act 1972.</i></p> <p>The Clerk noted that the Lengthsman continues to submit worksheets late and that this makes payment and claims from the county Council extremely difficult and increased the risk of errors. If the parish council does not make a claim to the county council each and every month, then there is the risk that the entire scheme will be withdrawn. The result is that the Clerk often accepts information from the Lengthsman over the phone /text message in order to meet County Council deadlines. Cllrs <b>agreed</b> that this was not acceptable. Cllr Bretherton noted that he has since had clear words with Mr Skeys about this and had extracted a promise of improvement.</p> <p>Cllrs noted that a signed contract had been received back from Simon Skeys. Cllrs <b>agreed</b> to proceed with the pay rise to £17 per hour and to accept any mileage expenses that are submitted to the parish council, subject to a review in 2022 of the cost of these mileage expenses against the Lengthsman budget claimed from the County Council.</p> <p><i>Subject to debate may also include acceptance of quotation for tidying Sinton Green for £300.</i></p> <p><b>Duly approved</b> as a one off at this amount. Future wild flower sections may well require such additional maintenance but care must be taken not to exceed this precedent of £300. Props: AB. Scnd: PA.</p>	<p>Clerk</p> <p>Cllr Bretherton Clerk</p>
126/12	<p><b>Date of next scheduled meeting</b> <b>Mon 22<sup>nd</sup> Nov 2021 7.30pm.</b> Peace Hall, Sinton Green. The press and public are cordially invited to attend this meeting.</p>	

**Appendix 1 – Invoices/payments to be made (or date paid if contracted monthly payment)**

Mr Ray Poole	Mowing and maintenance of Monkwood Green Common summer 2021 as per instructions from Natural England. Invoice 0021	£1500.00	VAT £250.00
Mr Ray Poole	Invoice 0022. Emergency clearance of visibility splays and roadside verges Monkwood Green.	£163.20	VAT £27.20
Mr S Skeys	Lengthsman Aug worksheet 2021	£225.00	VAT nil
Mr S Skeys	Lengthsman Sept worksheet 2021	£144.50	VAT nil
Mr S Skeys	Mowing Sinton Green Aug 2021. Invoice GPC 0821	£75.00	VAT nil
Mr S Skeys	Mowing Sinton Green Sept 2021. Invoice GPC 0921	£75.00	VAT nil
Mrs Lisa Stevens	Monthly expenses Oct 2021.	£47.52	VAT. Chasing emailed VAT receipt from PC world.
Mrs Lisa Stevens	Monthly wage Sept 2021	£576.48	VAT nil
WCALC (reimbursement to Clerk may be required)	Climate change training	No more than £50	
Mrs Lisa Stevens	Ink cartridges	No more than £70	

**Appendix 2 – payments already agreed at previous parish council meetings and now due for payment**

Glasdon UK ltd	Bin for Sinton green attached to noticeboard	£262.78	£43.79
Community Heartbeat Trust LTD	Annual care package for defib to be installed at Grimley phone box.	£152.20	£25.20
Community Heartbeat Trust LTD	Defib to be installed at Grimley phone box.	1,720.00	VAT paid by trust
(ICO) Clerk reimbursement	Annual requirement for membership ref data protection.	£40	VAT nil

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