

## **DODFORD WITH GRAFTON PARISH COUNCIL**

### **DRAFT Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 28 February 2022 in Dodford Village Hall at 7.30pm**

**Present:** Cllrs Lynne Griffin, Rachel Jennings (Chair), Rory Lydon (Vice Chairman) and Scottie Sanderson.

**In attendance:** District Cllr Drew Beaumont, Clerk Kay Stone and two members of the public.

#### **1. Apologies**

Cllrs Scott Fuller, Jonathan Shapiro, Jenni Schuett and County Cllr Shirley Webb.

#### **2. Declarations and Register of interest**

- i. None
- ii. Cllr Jennings for item 11ii

#### **3. Dispensations**

No dispensation requests received.

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

A resident felt that the new village signs announcing a Chartist Village should only be situated within the Chartist Village boundary. As the Parish Council is awaiting a proof of the signs from Worcestershire County Council (WCC), siting of the signs will appear on the agenda for discussion at the next meeting.

The meeting continued as follows:

#### **4. Meetings**

- i. The Clerk explained that after the January meeting she had her appraisal meeting with the Chair and Vice Chairman and was able to discuss the temperature and safety aspect of the January meeting and the unsuitability of the Church as a venue for a Parish Council meeting. The Clerk wrote to all Parish Councillors and asked for their permission to go against the vote at the January meeting to meet in the Church. Some did and some didn't but at the appraisal meeting it was agreed that the Parish Council should meet in Dodford Village Hall at least for February and March meetings. The Clerk has reserved March, April, and May dates with the Village Hall. Her reasons for going against the vote will be brought to the attention of the Internal Auditor at the year end.
- ii. Cllr Jennings proposed, Cllr Lydon seconded, and all approved the minutes for the meeting held on 24 January. The minutes will be signed when current health restrictions permit.
- iii. The petition to agree the governance framework within which remote/hybrid meetings should take place now has over 10,550 signatures. It was proposed by Cllr Jennings, seconded by Cllr Sanderson, and agreed unanimously that the Parish Council supports the petition launched by ADSO and LLG on 5 January with regard to remote and hybrid meetings. The Parish Council agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures.

#### **5. Reports**

- i. County Cllr Webb reported via the Clerk that:
  - a. she has requested Priory Road is assessed and remarked for the work asap;
  - b. the resurfacing should have been done recently on Fockbury Road and Yarnold Lane;
  - c. she has requested a date when the traffic monitoring strips will be going down, and

- d. she has chased up officers again for the quotes and templates for the new village signs.
- ii. District Cllr Beaumont reported on the highlights from the Bromsgrove District Council (BDC) meeting held on 23 February as follows:
  - i. decision taken to opt into the national scheme for auditor appointments managed by the Public Sector Audit Appointments (PSAA);
  - ii. BDC allocated £429,000 for its Sustainable Warmth Scheme. Discussion on how this was to be managed. This is targeted at homes with low EPC ratings;
  - iii. pay policy of BDC employees, and
  - iv. the Council's budget for the Medium Term Financial Plan 22/23 to 24/25 was approved.
- iii. Over the weekend there were DofE students roaming through Dodford and Upton Warren over private property and without regard to barbed wire fences. A Dodford resident has written an email to DofE and he believes the students were from Kings Norton Boys School. This was acknowledged by the Parish Council, but as the resident has written it was decided there was no need for action from the Parish Council,
- iv. The Clerk reported:
  - i. the SmartWater kits have a use by date which was May 2021 and the Clerk was asked to contact the company and ask if there is any flexibility past this date;
  - ii. on an email from Simon Glynn who runs the Motocross in Grafton giving dates of next meetings. and
  - iii. on an Email received from the owner of Sumach regarding the storm drain opposite his property being at the top of the camber of the road which means when it rains the road is flooded on the corner. The Chair reported that residents at Millstone on Woodland Road also suffer pedestrian accessibility to their property after heavy rain. The Clerk was asked to bring these two items to the attention of WCC Highways.

## 6. Planning

- i. The prior approval required has been approved by BDC on Spout House Barns.
- ii. No planning appeals or appeal decisions received.
- iii. Enforcement and Environmental – Cllr Webb had updated the Clerk that the high fencing at the new gateway to Sumach has been passed to WCC enforcement team to investigate.
- iv. No other planning issues.

## 7. Highways and footpaths

- i. Priory Road footpath issue covered under item 5ia
- ii. No footpath / bridleway issues.
- iii. Resurfacing issues has been covered under item 5ib.
- iv. The update on village signs has been covered under item 5id.

## 8. Grants

Two grant requests have been received:

- i. Dodford Village Hall Committee has requested a grant towards the cost of heavy duty curtains to improve the soundproofing between the large and small hall. After discussion it was agreed that sound insulating curtains would not make any difference to the shared hall situation and felt the Village Hall Committee also need to take professional advice in order to come up with an effective solution, triple glazing, bricking up the one door way etc which may be more effective. The Clerk to reply to the Village Hall Committee and, whilst doing so, congratulate James on being the new Committee Chairman.
- ii. Dodford Children's Farm has requested a grant to enable them to purchase a long reach hedge trimmer and has provided two quotes. The Clerk to ask if the Children's Farm are registered for VAT. It was proposed by Cllr Griffin, seconded by Cllr Lydon, and agreed by all that the grant should be less VAT if the Children's Farm are registered for VAT. If not then, the amount plus VAT should be granted.

## 9. Memorial Garden

- i. No response has been received from WCC regarding the plan.

- ii. The name of the garden to be known as The Memorial Garden.

#### **10. Councillor Emails**

The Clerk to write to WCC general enquires to see if Parish Councillors emails can be linked in to the MyParish web site.

#### **11. Queen's Platinum Jubilee**

- i. No grant requests received.
- ii. It was proposed by Cllr Griffin, seconded by Cllr Sanderson, and all agreed to accept the offer of Cllr Webb's divisional funding grant of £300 and to approach the Church Fete organisers to see if they would like to apply for it.

#### **12. New Residents Welcome Pack**

The Chair thanked the Clerk for her work in producing the Welcome Pack which will now be advertised through the usual channels, asking residents to notify the Clerk when they have a new neighbour.

#### **13. SLCC/NALC Civility and Respect Project and New Code of Conduct**

The Clerk reported on the LGA Model Code of Conduct 2020 which was updated in May 2021, to include bullying and harassment, has not been adopted by local councils as yet. CALC has advised the Clerk to continue with the 2020 Code of Conduct until WCC has changed over. After discussion, the Clerk was asked to send the updated and current versions to Parish Councillors for them to discuss at the next meeting.

#### **14. Lone Worker Policy**

It was proposed by Cllr Sanderson, seconded by Cllr Jennings to adopt the Lone Worker Policy provided by the Clerk with the addition that the scope of the policy should include Councillors. Once done, this will be emailed to Councillors.

#### **15. Finance**

- i. The February Financial Report:
    - Deposit account as at 28 January 2022 - £20,779.75
    - Current account as at 28 January 2022 - £114.69
    - Payments to be made by bank transfer on 1 March – Acceptance proposed by Cllr Jennings and seconded by Cllr Griffin:
      - a. Clerk's salary - £412.14
      - b. Clerk's expenses - £19.00 (Travel, 20 miles @ 45p per mile £9.00; Storage £5 and use of telephone and internet £5)
      - c. HM Revenue and Customs - £103.00
      - d. Lengthsman duties for January - £202.50
      - e. Dodford PCC – hire of Church for January Parish Council meeting - £30.00
- For information, a bank transfer was made on 25 January to Dodford Village Hall for hire of the hall in November 2021 - £14.00

#### **16. Correspondence received – for information**

List of correspondence had been circulated to Parish Councillors prior to the meeting and all items of correspondence were noted.

#### **17. Councillors items**

- i. Cllr Griffin reiterated her concerns about the shared hall being unsuitable for a Parish Council meeting, particularly as past meetings have been fractious on occasions.
- ii. Cllr Lydon asked if, in the past, grants had been match funded and the Clerk confirmed they had not.
- iii. Cllr Jennings reported that the resident who had questioned a 30mph limit throughout the village at the last meeting had conducted further research and felt that Cllr Webb's explanation

of a limit of 30mph can only be applied if there are street lighting is incorrect. The Clerk to investigate further with Cllr Webb and report back.

At this point the meeting was closed to the public and the Clerk left the room for the Chair and Vice Chairman to discuss the Clerk's appraisal on 9 February 2022. The Chair reported back that the Parish Council were unanimous in their acceptance of the Chair and Vice Chairman's recommendations.

The meeting was closed at 8.57pm.

Signed.....Chair