

## **DODFORD WITH GRAFTON PARISH COUNCIL**

### **Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 23 October 2023 in Dodford Village Hall at 7.30pm**

**Present:** Cllrs Scott Fuller, Lynne Griffin, Rachel Jennings (Chair), Rory Lydon (Vice Chairman), Scottie Sanderson, and Jenni Schuett

**In attendance:** County Councillor Shirley Webb, Clerk Kay Stone, and five members of the public.

#### **1. Apologies**

Cllr Jonathan Shapiro

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

- i. None.
- ii. Cllr Sanderson declared a sensitive interest in item 6i and wishes to leave the room during the discussion.

#### **3. Dispensations**

No dispensation requests received.

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

- i. A resident requested an update on the Memorial Garden and another resident asked where the money was going that was set aside for the Memorial Garden if it did not go ahead.
- ii. A resident enquired about a bin being place in the Church grounds.
- iii. The Chairman of the Village Hall Committee gave a costing for the sound proofing between the two halls.

There were no other items raised and the meeting continued as follows:

#### **4. Meetings**

- i. Cllr Griffin proposed, Cllr Jennings seconded, and all approved the minutes for the Parish Council meeting held on 3 July 2023. The minutes were signed by the Chair as being a true record.
- ii. Cllr Griffin proposed, Cllr Schuett seconded, and all approved the minutes for the extraordinary Parish Council meeting held on 12 July 2023. The minutes were signed by the Chair as being a true record.
- iii. Full Parish Council meetings for 2024: 27 January, 26 February, 25 March, 22 April, 20 May, 24 June, 15 July, 23 September, 28 October, and 25 November. All meetings will be held in Dodford Village Hall at 7.30pm with the exception of the 20 May meeting which will be the Annual Meeting of the Council at 6.00pm and the Annual Parish Meeting at 7.30pm.

#### **5. Reports**

- i. County Cllr Webb reported that
  - a. Badgers' setts are encroaching on to highways in Fockbury Road, Cockshutt Hill and Yarnold Lane. Badgers are a protected species, but an Ecologist from Worcestershire County Council (WCC) has asked Highways to move the earth from the actual highway without moving the sett;
  - b. letters have been sent from WCC to residents in Priory Road regarding hedges that need cutting back from the footpath. It was confirmed at the meeting that the hedge from Church Road to Rose Lane had been cut back early today. It is hoped that work will then commence on clearing the footpath;
  - c. a one-way system around Snakes Lake Lane, Bromsgrove Road and Cockshutt Hill will be trialed after consultation with residents;

- d. Bournheath Parish Council has agreed to a mirror on Tuppenny Cake island. WCC has said there is no evidence of being an accident black spot and so will not make it a one-way system. Cllr Webb to ascertain the cost and advise the Parish Council and the Clerk will find out if the Lengthsman can install it;
- e. she has received complaints about the high kerbstones on Priory Road but WCC confirm they are the correct height for the conservation stones.
- f. she will check with WCC that the wooden trunks in Priory Road are on private land or highway, and
- g. it was pointed out that the SLOW sign painted on Priory Road needs repainting.
- ii. No report received from District Cllr Taylor
- iii. Cllr Fuller unable to attend the CALC area meeting on 13 September – no report.
- iv. The Clerk reported that there were a few nasty postings about the Parish Council on the Dodford Residents Facebook page after the Dodford Inn planning decision was front page on the Bromsgrove Standard which then led on to speeding in the village.
- v. The Clerk received an email from Bromsgrove District Council (BDC) about residents being invited to complete their Community Survey by 5.00pm on 10 November. As the closing date is before the next meeting, the Clerk to advertise this Survey through the normal channels.

## 6. Planning

- i. The planning application consultation for Fockbury Mill Farm was moved to the end of the meeting to allow Cllr Sanderson to leave the meeting.
- ii. Minutes of the planning committee meetings were approved as follows:
  - a. Cllr Fuller proposed, Cllr Jennings seconded, and all approved the minutes of the planning committee meeting held on 3 August 2023, after which they were duly signed by the Chair.
  - b. Cllr Fuller proposed, Cllr Sanderson seconded, and all approved the minutes of the planning committee meeting held on 17 August 2023, after which they were duly signed by the Chair.
  - c. Cllr Fuller proposed, Cllr Schuett seconded, and all approved the minutes of the planning committee meeting held on 11 September 2023, after which they were duly signed by the Chair.
  - d. Cllr Sanderson proposed, Cllr Lydon seconded, and all approved the minutes of the planning committee meeting held on 2 October 2023, after which they were duly signed by the Chair.
- iii. Planning decisions received:
  - a. The removal of the conservatory and erection of single storey extension at Moreland House in Timberhonger Lane has been approved by BDC but as the proposal site falls within the administrative area of two local authorities and that a separate planning decision will be issued by Wychavon District Council, it will be necessary to receive planning permission from both authorities in order to implement the scheme.
  - b. Change of use of annex to habitable accommodation and single storey extension to rear at Worms Ash Farm in Cockshutt Lane has been approved by BDC.
- iv. No planning appeals or appeals decisions received.
- v. Enforcement / Environmental issues. No updates received.
- vi. Other planning issues:
  - a. The Clerk confirmed that the work on The Steps has approval. The application was for a Certificate of Lawfulness and as such the Parish Council are not consulted on these.
  - b. An application consultation was received after the October agenda was published and so a planning committee meeting will be held on Monday 30 October to discuss the proposed single storey side and first floor rear extension at 8 Yarnold Lane.

## 7. Memorial Garden

- i. Cllr Jennings reported that the tractor only cuts on the left-hand side and needs a good 12ft in width for access.
- ii. After much discussion it was decided that all the hopes and aspirations for the Memorial Garden have been thwarted along the way. Cllr Jennings proposed that she felt the Parish Council are still responsible for the enthusiasm of the village and asked that this item appears

on the agenda one more time to allow fellow Parish Councillors to speak to others in the village for further discussion in November.

## **8. Highways and footpaths**

- i. Cllr Fuller has resigned from his post as Footpath Warden although he is happy to continue as Parish Tree Warden. Cllr Jennings thanked him for all the hard work he had put into this role. The Clerk reported that the Public Rights of Way team at WCC have conducted a trial, broadening the scope of the Parish Lengthsman Scheme to include elements of maintenance work on Public Rights of Way.
- ii. Cllr Fuller, through the Clerk, had looked into the report of a footpath being blocked without a signpost in Yarnold Lane. This was originally reported in September 2020 and inspected by WCC in October 2020. The priority was downgraded to low and was looked at again in 2021 and 2022 and still remains as a low priority.
- iii. The Clerk has still not yet met with the BDC representative about the placement of a bin in Church grounds and they are yet to respond about the possibility of it being on private land.

## **9. Grants**

- i. No further information from Dodford PCC.
- ii. Dodford Village Hall Committee had provided costings for the PA system. There is a shortfall of £446.67 and it was proposed by Cllr Lydon, seconded by Cllr Fuller and agreed by all that the Parish Council grant of £446.67 should be paid to the Dodford Village Hall Committee with the caveat that the PA system be available for all Hall users with a charge to outside users.

## **10. Dodford Village Hall**

- i. Updates on outstanding issues were discussed as the Chairman and the Treasurer attended the meeting.
- ii. No further issues or questions to be raised for the next Village Hall Committee meeting.

## **11. Training**

The Clerk provided costs for external Diversity training and the Parish Council agreed they could not justify the spend and the Clerk was requested to remove this item from future agendas.

## **12. Review of Bromsgrove Polling Districts and Polling Places 2023**

It was agreed there are no changes required for the Village Hall as a Polling Venue.

## **13. Finance**

- i. The Clerk presented the first quarter reconciliation which had been agreed by Cllr Sanderson and was signed as being a true record.
- ii. The Clerk presented the second quarter reconciliation which had been agreed by Cllr Sanderson and was signed as being a true record.
- iii. The Clerk presented costings for the Clerk's usage of telephone, internet and Microsoft Cloud and it was proposed by Cllr Lydon, Seconded by Cllr Sanderson and agreed by all that the Clerk should receive £20 per month going forward to cover the costs.
- iv. Payments for August 2023 were acknowledged (no meeting in August)  
Deposit account as at 31 July 2023 - £19,258.01  
Current account as at 31 July 2023 - £1,441.75  
Payments made by bank transfer on 22 August 2023
  - a. Clerk's salary - £569.50
  - b. HM Revenue and Customs - £142.40
  - c. Lengthsman's duties for July 2023 plus VAT and mileage - £207.90
  - d. Lengthsman's duties for June 2023 plus VAT and mileage (paid on 14 July 2023) - £183.00
- v. Payments for September 2023 were acknowledged (September meeting was cancelled)  
Deposit account as at 31 August 2023 - £19,272.26  
Current account as at 31 August 2023 - £759.40  
Payments made by bank transfer on 26 September 2023
  - a. Clerk's salary - £569.50

- b. Clerk's expenses - £140.19 (Travel 24 miles at 45p per mile £10.80; Storage for August and September £10.00; Use of telephone and internet for August and September £10.00; Heating for August and September £20.00; Stationery – Adobe PDF Architect 8 (to enable downloading into Word) £50.90, and Stationery – black printer ink £3.49)
- c. HM Revenue and Customs - £142.20
- d. Lengthsman's duties for August 2023 plus VAT and mileage - £85.20
- vi. The October Financial Report:
  - Deposit account as at 30 September - £18,790.27
  - Current account as at 30 September 2023 - £322.31
  - Payments to be made by bank transfer on 24 October – Acceptance proposed by Cllr Jennings and seconded by Cllr Sanderson:
    - e. Clerk's salary - £569.50
    - f. Clerk's expenses - £25.40 (Travel 20 miles @ 45p per mile £9.00; Storage £5.00; Use of telephone and internet line £5.00; Heating £10.00; SLCC membership renewal £146.00; ALCC membership renewal £50.00; Stationery – colour printer ink £41.49; Stationery – black printer ink £38.85 and Wel Medical defibrillator battery replacement £267.60)
    - g. HM Revenue and Customs - £142.40
    - h. Lengthsman's duties for September plus VAT and mileage - £158.70
    - i. Dodford Church – hire of Church for meetings on 13 July, 3 August, 17 August, and 11 September 2023 - £120.00
    - j. Dodford Village Hall – hire of hall for meetings on 3 July and 25 September 2023 - £70.00
    - k. Bromsgrove District Council – cost of uncontested Parish Election - £160.88
- vii. Cllr Jennings proposed, Cllr Sanderson seconded and all agreed to approve appointing Diane Malley as the Internal Auditor for the 2023/2024 Audit at a fee of £105.00.

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

Correspondence received was noted and the Clerk was asked to circulate information on Sloways.org.uk which is supported by the National Lottery Community Fund and their mission is to make it easier for people to walk and wheel between places.

#### **16. Councillors items**

- i. Cllr Griffin questioned what percentage planning applications are approved retrospectively now against the percentage five years ago. Cllr Webb offered to ask Cllr Taylor for a response.
- ii. Cllr Jennings asked the Clerk to look into the costings for a First Aid Course. The Clerk to contact Fairfield Village Community Association.

**At this point in the meeting Cllr Sanderson left the meeting and the Village Hall for the following planning application to be discussed:**

#### **6. Planning**

- i. To consider planning application consultation:
  - 23/00989/FUL – Fockbury Mill Farm, Fockbury Mill Lane, Dodford – New storage building on land at Fockbury Mill Farmhouse (Retrospective).
  - Dodford with Grafton Parish Council objects to this planning application as they feel it is inappropriate development in the green belt and the new storage building falls within the curtilage of a listed building.

The meeting was closed at 9.26pm.

Signed.....Chair