

DODFORD WITH GRAFTON PARISH COUNCIL

DRAFT Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 24 June 2024 in Dodford Village Hall at 7.30pm

Present: Cllrs, Lynne Griffin, Rory Lydon (Vice Chairman), and Jonathan Shapiro

In attendance: Clerk Kay Stone, County Cllr Shirley Webb and 11 members of the public.

1. Apologies

Cllr Scott Fuller, Rachel Jennings, Jenni Schuett, and District Cllr Kit Taylor

2. Councillor Shapiro's Declaration of Acceptance of Office

Cllr Shapiro had agreed to continue in office but was unable to attend the May meeting. He signed his declaration with the Clerk adding her signature.

3. Declarations and Register of interest

- i. None.
- ii. None.

4. Dispensations

No dispensation requests received.

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

- i. Residents brought their concerns about the number of and increase in Motocross practice and race days, together with concerns about the noise levels. The residents were encouraged to complete the online planning enforcement reporting form. County Cllr Shirley Webb offered to arrange to meet up again with Simon Glynn and District Cllr Kit Taylor and arrange for Worcestershire Regulatory Services to repeat a noise test again. The Clerk to contact Bromsgrove District Council (BDC) Planning and ask for clarification as to what is allowed and what is not. Updates will be brought to the next Parish Council meeting on Monday 15 July.
- ii. A resident queried item 11 on the agenda. The Clerk replied that the Parish Council had contacted Worcestershire Regulatory Services (WRS) and the Civil Aviation Authority (CAA) about the low flying of an acrobatic ariel display which had taken place over properties and land surrounding Manor Hill on Saturday 20 April 2023. As there was no photographic evidence or registration number of the plane available, neither authority could assist further.

5. Meetings

- i. Cllr Lydon proposed, Cllr Griffin seconded, and all approved the minutes for the Parish Council Annual meeting held on 20 May 2024. The minutes were signed by the Vice Chairman as being a true record.
- ii. Cllr Griffin proposed, Cllr Shapiro seconded, and all approved the minutes for the Parish Council Extraordinary meeting held on 17 June 2024. The minutes were signed by the Vice Chairman as being a true record.
- iii. Cllr Griffin proposed, Cllr Lydon seconded and all approved Cllr Fuller's request for a six week leave of absence.

6. Reports

- i. County Cllr Webb reported
 - a. the bridge in Church Road to be repaired by the end of June;
 - b. a Highways engineer would be looking at the damage to the footpath in Priory Road towards the junction with Warbage Lane and she has requested they maintain the conservation kerb stones, and
 - c. Woodland and Victoria Road are to be resurfaced and as she has received requests from residents, slow signs will also be painted.

- ii. No report received from District Cllr Kit Taylor.
- iii. No-one was able to attend the CALC Area Meeting on 12 June 2024.
- iv. Nothing to report on social media.
- v. No Clerk's report

7. Planning

- i. The minutes of the planning committee meeting held on 11 June could not be approved, as only one Councillor was present to approve them. To be put on the July agenda.
- ii. No planning decisions received.
- iii. No planning appeals or appeal decisions received.
- iv. Enforcement and environmental updates:
 - a. Update from BDC and WRS under Freedom of Information (FOI) request regarding sight of correspondence requested on Monday 17 June and WRS will respond once they have liaised with BDC. BDC have formally responded with a reference number and the promise of a response by 18 July.
 - b. WRS has responded to a FOI request about the tonnage and type of soil and believe this to be an Environmental Information Request and so will treat it as such and ask that it is responded to.
 - c. Under FOI request of sight of soil delivery invoice(s) has been sent to the Environment Agency (EA) and their response is they will endeavour to forward the relevant documents by the end of next week.
 - d. Cllr Shapiro has circulated advice from a former planning advisor out of the area. Cllr Lydon proposed and Cllr Griffin seconded that he should take an informal look. The Clerk to send the necessary paperwork to Cllr Shapiro.
 - e. The Clerk has sent the Royal Town Planning Institute (RTPI) a general enquiry.
 - f. A local estate agent / developer uses Lichfields for planning consultancy advice - <https://www.lichfields.uk/> It was agreed that the Clerk should request a quote.
- v. The Clerk was asked to ask the Conservation Officer what the purpose of the Heritage List is and what will be its impact.
- vi. Any planning issues:
 - a. The Clerk to request information from BDC as to what the proportion of retrospective planning applications is opposed to full planning application received 5 or 10 years ago.
 - b. Cllr Webb gave the Clerk a contact email address for Simon Causer at EA and suggested mentioning the CL:AIRE protocol which provides a clear, consistent and efficient process which enables the reuse of excavated materials on-site or their movement between sites.
 - c. There is a property in Alfreds Well having extensive work and the Clerk to report it to BDC.

8. Highways and footpaths

- i. The leaking fire hydrant in Priory Road has been mended.
- ii. Cllr Webb reported that around 8 August WCC will take a bit off the Alfreds Well Island and the neighbours are OK about having a solar light on the island. The Clerk to arrange a site visit with the company who can supply the solar light.
- iii. There is now a bin on the Church grounds.
- iv. No applications received for a Footpath Warden.
- v. Cllr Shapiro mentioned all the footpaths around are overgrown.

9. Dodford Inn

Sir Sajid Javid's visit was postponed and then the General Election was called. His Secretary suggested taking the matter up with the new MP after Polling Day.

10. First Aid Training

The Clerk reported on Citizens Advice Bureau offering Community First Aid training but Cllr Webb advised this was not medical first aid training. The Clerk reported on Age UK Hereford and Worcestershire regarding first aid training and the Clerk was asked to contact them and ascertain initially who will be conducting the training.

11. Manor Hill Display

See item ii in the adjournment above.

12. Motorcross

See item i in the adjournment above.

13. Memorial Garden

Only response has been the suggestion of wood obtained from High Wood to be made into a bench. At the Annual Parish Meeting three residents voted for the wood lectern and three for the stainless steel. Cllr Lydon reported on seeing a rusty steel sign at Wisley Gardens. This item to be postponed to the July meeting. It was agreed that a decision needs to be made with a closing date of the end of October.

14. Insurance

The Clerk confirmed the Parish Council's insurance covers legal defence.

15. SmartWater Kits

The last roll out took place in 2019 and having bought 216 kits, the Parish Council were left with 100. If a roll out takes place in 2024 it will cost the Parish Council £1,922.40. West Mercia Police had told the Clerk that there is a church in Shropshire where their SmartWater is still fluorescent after 14 years. It was decided not to go ahead with this for 2024.

16. Audit

- i. Diane Malley's letter informing the Parish Council she was ending her internal audit work was noted.
- ii. The Clerk produced three quotes and it was proposed by Cllr Lydon, seconded by Cllr Shapiro, and agreed by all to appoint Gill Lungley as the Internal Audit for year ending 31 March 2025.

17. Dodford Village Hall

- i. The Village Hall Committee have given their permission for the Parish Council to install a Bleed Control Kit on the wall next to the Defibrillator at a cost of £475. Cllr Webb had previously offered to give a grant which she will put in place.
- ii. The Clerk was able to confirm that the framed signed acknowledgement letter from the late Queen on the occasion of her Jubilee had been found by the Village Hall Committee and the Clerk was asked to find out where it is.

18. Finance

- i. It was proposed by Cllr Griffin, seconded by Cllr Shapiro, and agreed by all that The NALC Model Financial Regulations be adopted as at 24 June 2024.
- ii. The June Financial Report:
Deposit account as at 31 May - £21,632.78
Current account as at 31 May - £103.38
Payments to be made by bank transfer on 25 June – Proposed by Cllr Lydon and seconded by Cllr Griffin:
 - a. Clerk's salary - £597.17
 - b. Clerk's expenses - £44.00 (Travel 20 miles @ 45p per mile £9.00; Storage £5.00; Use of telephone and internet line £20.00 and Heating £10.00)
 - c. HM Revenue and Customs - £149.20
 - d. Dodford Village Hall – hire of hall for 20 May - £35.00

14. Correspondence received – for information

Correspondence received was noted with the Clerk being asked to contact Stoke Prior Parish Council to see if a resident who has been in touch offering advice regarding the Planning Ombudsman is known to them.

15. Councillors items

No Councillor items.

The meeting was closed to the public at 8.38pm.

Signed..... Vice Chairman

As the Chair was unable to attend this meeting, the Vice Chairman requested postponing the Clerk's Annual Appraisal to the July meeting.