

## **DODFORD WITH GRAFTON PARISH COUNCIL**

### **Draft Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 25 June 2015 in Dodford Village Hall at 7.30pm**

**Present:** Alwyn Rea, Christine Thomas and David Valentine (Vice Chairman but Chairman for the meeting in the absence of the Chairman),

**In attendance:** County Councillor Sheila Blagg, Clerk Kay Stone and eight members of the public

At the start of the meeting a minute's silence was held for the Neighbourhood Watch Coordinator, Phil Richardson, after which the Vice Chairman read out the following message from the Chairman in her absence:

"It is with great sadness that we have learnt that Phil Richardson passed away earlier today. The Parish Council recognises the valuable role Phil has undertaken over a considerable number of years as the Neighbourhood Watch Coordinator, attending and feeding back to the Parish Council at most of the meetings. He was an extremely dedicated, valued member of the Dodford community and our heartfelt condolences go to the family, especially to Judy and Louise, at this time of deep sorrow. Phil will be greatly missed. We will all have our own personal memories and thoughts, he will never be forgotten."

#### **1. Apologies**

Cllrs Vicky Churchill (Chairman), Rachel Jennings (for early part of the meeting) and District Councillor Karen May, reasons for which were accepted

#### **2. Declarations of interest**

- i. None.
- ii. None.

The meeting was adjourned for members of the public to raise matters of interest / items for the next agenda:

- i. The Dodford Inn has new owners and work has begun on Phase One renovation and they are hoping to reopen early September.
- ii. The public footpath bridge in Rose Lane has been repaired.
- iii. Reports of a tractor driver cutting verges but in so doing has ruined many hedges in the village. The Clerk was asked to report this to Worcestershire County Council (WCC) Highways.
- iv. The grass outside Park Farm on Kidderminster Road needs cutting and the Clerk was asked to report this also to WCC Highways

The meeting was reconvened as follows:

#### **3. Minutes of the Meeting held on 14 May 2015**

Approval of the Minutes was proposed by Cllr Rea and seconded by Cllr Thomas after which they were signed by the Vice Chairman as being a true record.

#### **4. Reports**

- i. The February report received from County Councillor Sheila Blagg had been received and already circulated to Parish Councillors. Copies were available at the meeting for members of the public. County Councillor Blagg explained she was attending the

- meeting to answer any queries about the A448 reduced speed consultation. However, there were no queries as the Parish Council supports it wholeheartedly.
- ii. District Councillor Karen May has corresponded with the Clerk to say Cllr Rea and she met with David Whittles Enforcement Officer at Bromsgrove on 4th June and she is still following up on issues raised. She is currently attending all training courses offered by the Council and has been asked to sit on the following committees: Electoral Services; Licensing; Planning; Overview and Scrutiny (Vice-Chairman). Outside bodies: Bromsgrove Arts Development Trust(Artrix Holding Trust) and Midlands Joint Council for Environmental Protection
  - iii. Report on CALC Parish Conference held on 4 June to be postponed to next meeting
  - iv. Report on CALC Area Annual Meeting held on 10 June to be postponed to next meeting
  - v. The Clerk reported that
    - a. due to Local Government Transparency Requirements From April 2015 smaller Councils (like Dodford with Grafton) have to publish:
      - i. Minutes of formal meetings no later than one month after the meeting *(these are on the web site within a week of the meeting and appear on notice boards at the following meeting once approved)*
      - ii. Full and informative agendas not later than three clear days before the meeting to which they relate *(these are sent to Councillors and put on notice board and web site one week before);*
    - b. by July 2015 and annually thereafter Parish Councils should publish:
      - i. Details of every item of spending of £100 or more (exclusive of VAT) showing the date / purpose / amount / and VAT that cannot be recovered
      - ii. End of Year Accounts as per the Annual Return
      - iii. The Annual Governance Statement as per the Annual Return
      - iv. Bank reconciliation statements
      - v. The Internal Audit report as per the Annual Return
      - vi. Names of Councillors, their responsibilities, and which committees and outside bodies they are put onto by the Parish Council
      - vii. List of assets (land and buildings);
    - c. all the above have been uploaded on to the Parish Council web site, and
    - d. due to an oversight in not transferring money between accounts in time the Parish Council Treasurers Account was overdrawn for 12 days and as such is being charged on 9 July for £3.60 overdraft interest and £45.00 unauthorised borrowing fee. The Clerk offered to pay this amount into the account personally but after discussion was asked to contest this with the Bank.

## **5. Broadband**

The Clerk reported that no-one from Superfast Worcestershire was willing to attend the Parish Council meeting although they had offered to host a rural broadband roadshow if the Parish Council was to hold one in July. The Clerk also reported that Dodford and the surrounding areas are not included in Phase One of the Superfast Worcestershire Programme however these areas are included in their Superfast Extension Programme which will start when Phase One is completed next summer. The extension programme will connect premises during 2016, 2017 and 2018 and WCC will be letting people know later this year when they can expect deployment in their area. After discussion it was agreed that:

- i. the Clerk would write to the MP Sajid Javid;
- ii. WCC Cabinet Member Simon Geraghty (copying in County Councillor Blagg),
- iii. and that the Parish Council were not in favour of hosting a rural broadband roadshow

*At this point Cllr Rachel Jennings joined the meeting*

## 6. Planning

- i. Planning application 15/0450 – Whinfields, Whinfield Road – Extensions and alterations to dwelling – The Parish Council have no objection to the application as long as Planning and Conservation Departments of Bromsgrove District Council (BDC) are happy with it.
- ii. To note any planning decisions received – Planning application 15/0298/9 – The Priests House, Grafton Lane – Listed Building Consent and Conversion of garden building to dwelling – Approved by BDC.
- iii. Planning application 15/0141 – Warridge House – Conversion of a large three car garage and utility area into a separate self contained unit of accommodation – Approved by BDC.
- iv. To consider any planning appeals received:
  - a. APP/P1805/W/15/3028019 – West Lodge, Swan Lane – Prior notification for the change of use of agricultural building to two residential units – The Parish Council concur with BDC's decision that prior approval should be refused.
- v. Enforcement/Environmental issues:
  - a. Development of green field site at Sunrays, Warbage Lane – The Clerk read out an email from the Planning Enforcement Officer that following a visit to the site he would not be taking any action. The Clerk was asked to go back to the Planning Enforcement Officer to say that there is evidence in the village that there is a business going on site as timber is being brought on to the site, sawn and split and then taken off site in bags and request the Enforcement Officer reviews the decision.
  - b. Update on Yarnold Lane Cottage – Certificate of Existing Lawful Use / Development – there is evidence that there are a number of other businesses being conducted at this site and after much discussion the Clerk was instructed to ask BDC to confirm why they consider this acceptable in detail.
- vi. Any planning issues:
  - a. Planning application 15/0475 – Dodford Priory, Priory Road – Listed Building Consent to replace the existing modern open gas fire within the brick built extension to the chimney breast in the modern part of the house with another more efficient glass fronted version – The Parish Council have no objection to the application.
  - b. Planning application 15/0353 – Stewards Place, Kidderminster Road - The erection E of the Permitted Development Rights. The building will cover an area of land measuring 55m, which will not exceed 50% of the total area of land around the original house. No part of the building, will be situated on land forward of a wall forming the principal elevation of the original dwelling house. The height of the dual-pitched building will not exceed four metres and no part of the building will be within two metres of the domestic curtilage of the dwelling. This does not need to be consulted on.

## 7. Highways and footpaths

- i. **Damage to residents hedges in Victoria Road by lorries turning in from Warbage Lane** – The Clerk reported on her meeting with WCC Highways and the suggestion from them that the verge is cut back in Warbage Lane opposite the White House to allow the lorries more space to turn and to put in an extra high kerb on the corner of Victoria Road and Warbage Lane to protect the electricity pole and support cable. Highways are going to ask the Traffic Department to take a look and come up with a suggestion but in the meantime Highways are going to ask for a cost and then a discussion will ensue as to who is going to pay for the work. It was agreed that this did not seem to offer a solution to the problem and the Clerk was asked to chase WCC for the costs and Traffic's response.
- ii. **To discuss dog fouling in Rose Lane and dog poo bags being left around the village** – the Clerk was requested to ask BDC about the cost of black dog poo bins and

the emptying of them and the Clerk offered to speak to the Belbroughton Parish Clerk about theirs.

- iii. **To discuss a dog register to be kept in the village** – Cllr Jennings to put together ideas for a database and to present back to the Council at the next meeting.
- iv. **To discuss Lengthsman unable to clear grips in Bungay Lake Lane** – after discussion the Clerk was requested to ask WCC Highways how the grips can be maintained.
- v. **Update on wood to be replaced by concrete behind new footpath in Priory Road** – the Clerk read out a response from WCC to say that concrete edges were only due to be installed where the embankment fell away from the back of the footway. This work has been completed and for the remaining section the timber edges will remain.
- vi. **Update of trip hazard in Alfred's Well** – The Clerk was asked to write a polite letter to the owner following advice from WCC Highways.
- vii. **Update on two new drives at Alfred's Well** – The Clerk reported that as BDC had given planning permission then WCC Highways could not see a problem as the drives are not on a main road. The Clerk was asked to check the planning application to see if there were two driveways and report back.

## **8. Junior Parish Council**

The Clerk was asked to circulate details to the Parish Council and to put a piece in the Parish Magazine asking for expressions of interest. It was also suggested that a leaflet drop be made to residences where there are known to be children aged 11 to 17 but no decision was made on this.

## **9. Broadband**

This is a duplication of item 5.

## **10. Worcestershire County Council's Green Deal Communities subsidised solid wall insulation offer**

The Clerk was asked to put a leaflet on the notice board and a piece in the next Parish Magazine.

## **11. Neighbourhood Watch**

The June report received from West Mercia Police was distributed to Councillors and it was agreed that Cllr Valentine would receive these reports in future and sift out any relevant details for the Parish and notify the Clerk and Parish Council.

## **12. Finance**

Deposit account as at 29 May 2015 - £12,907.38

Current account as at 29 May 2015 - £197.55

Payments - Acceptance proposed by Cllr Rea and seconded by Cllr Jennings:

- a. Clerk's salary - £300.65
- b. Expenses - £24.09 (Use of telephone and internet line £5; Storage £5; Travel 22 miles @ 45p/mile £9.90 and postage £4.19)
- c. HMRC - £75.00
- d. Allen Farnsworth (Lengthsman duties for May) £149.00
- e. Allen Farnsworth (Lengthsman duties for June – post dated 23 July) - £192.00
- f. Allen Farnsworth (Lengthsman duties for July – post dated 27 August) - £192.00
- g. Broker Network Ltd – Insurance renewal for 2015/2016 - £159.00

**13. Councillor co-option**

The Clerk reported that she had been in contact with an interested resident, sending details on next few meetings and what it takes to be a Parish Councillor and the resident is hoping to attend the next meeting.

**14. Correspondence received – for information**

Items of correspondence received since the last meeting were noted and it was proposed by Cllr Rea, seconded by Cllr Thomas and agreed by all that the Clerk should respond to WCC's reduced speed on the A448 consultation to say the Parish Council is grateful for this information and support the proposal wholeheartedly.

**15. Councillors items**

None

The meeting closed at 9.49pm

Signed.....Chairman