

DODFORD WITH GRAFTON PARISH COUNCIL

Draft Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 28 April 2016 in Dodford Village Hall at 7.30pm

Present: Cllrs Vicky Churchill (Chairman), Alwyn Rea, Christine Thomas and Paul Warman

In attendance: District Councillor Karen May and Clerk Kay Stone

1. Apologies

Cllr Rachel Jennings gave her apologies, reasons for which were accepted.

2. Declarations of interest

- i. None
- ii. None

3. Dispensations

No requests received

No members of the public present so the meeting was not adjourned

4. Minutes of the Meeting held on 24 March 2016

Approval of the Minutes was proposed by Cllr Warman, seconded by Cllr Thomas agreed by all and then signed by the Vice Chairman as being a true record.

5. Reports

- i. The April report from County Councillor Sheila Blagg had been received and circulated to Parish Councillors with copies being made available at the meeting.
- ii. District Councillor Karen May reported on
 - a. the meeting she attended with Cllrs Churchill, Thomas and the Clerk with Bromsgrove District Council Enforcement officers;
 - b. the updated sewage system in Bournheath;
 - c. the Veolia planning application for an Incinerator Bottom Ash Recycling Facility on Sandy Lane, Fairfield;
 - d. the car park strategy has come to an end;
 - e. Council elections on 10 May, and
 - f. she thanked the Parish Council for their support in her first year as a District Councillor
- iii. The Clerk reported that:
 - a. the first half of the precept of £5,678.50 has been received and the amount includes £52.00 which is the Parish Council Grant Allocation;
 - b. £146.80 has been received from HMRC as VAT repayment;
 - c. the role of footpath warden is still vacant;
 - d. the contract from Worcestershire County Council (WCC) has been received, signed and returned and the contract between the Parish Council and the Lengthsman has also been signed and received back signed;
 - e. the last payment from the WCC Lengthsman Scheme 2015/2016 has been received and as expected there is a shortfall of £38.50 as the Parish Council agreed to increase his hourly rate last year, and

6. Planning

- i. Approval of the Minutes of the Planning Committee meeting held on 19 April were proposed by Cllr Churchill, seconded by Cllr Thomas, agreed by all and signed by the Planning Committee Chairman as being a true record.

- ii. Planning Consultation on Planning Application 16/0349 – 1 West Lodge, Swan Lane – Change of use from ancillary accommodation to separate dwelling - The Parish Council feel there is not enough information available for them to make an informed decision. If the papers presented on line are all that are in the submission, then the Parish Council would query where the District Council could make an informed decision.
- iii. No planning -planning decisions received
- iv. No planning appeals received
- v. At the meeting between BDC Enforcement Officers and Cllrs Churchill, Thomas and District Councillor May the various enforcement issues were discussed. The Enforcement Officers are looking into them and it was agreed that the week before a Parish Council meeting the Clerk would request an update from BDC. The meeting was successful and it was agreed that these would take place twice a year.
- vi. There were no Conservation issues to be discussed.
- vii. There were no other planning issues to be discussed.

7. Highways and footpaths

- i. The Clerk to write to the owners of the land either side of the entrance to the walk close by the Church Road / Woodland Road junction to request the hedges be cut back after the nesting season.
- ii. The Clerk had received an inspection report from County Councillor Blagg to say that Church Road is not in the programme for the current financial year but it will be considered for the 2017/2018 programme. The Clerk was asked to remind WCC that this is not a new issue but complaints had been raised after the last resurfacing.
- iii. A map had been received from County Councillor Blagg highlighting the roads in the Parish for a speed check.
- iv. District Councillor May still waiting for a response from BDHT.
- v. WCC to ask the probation team to install steps on footpaths 525 and 519 leading into 516. The Clerk also notified the Parish Council that footpath 632 leading from Foxwalks Farm in a westerly direction has been closed due to an unsafe bridge and that there is still a vacancy for a Footpath Warden in the Parish.
- vi. The Clerk had received a holding letter from the MP, Sajid Javid and had received a phone call from Ruth Bamford's office (BDC) to offer a meeting between BDC, WCC and Parish Councillors to discuss their decision not to go ahead with a Western Bypass. The Clerk to accept the offer and Parish Councillors will be informed of the date when known.
- vii. The refurbished bench is still to be placed in Alfreds Well and BDC will chase it up.

8. Insurance

After discussion it was proposed by Cllr Rea, seconded by Cllr Warman and agreed by all to accept the quotation from Hiscox through Came and Company Insurance Brokers.

9. Tesco Bags of Help Grant

After discussion it was decided not to apply for a grant.

10. Annual Parish Meeting 19 May 2016

- i. With a change to an email address it was proposed by Cllr Thomas, seconded by Cllr Rea and agreed by all to approve the wording of the Annual Report.
- ii. Speakers were confirmed and the Clerk reported that officers at County Hall would be happy to meet representatives of the Parish Council on site, along with County Councillor Blagg and the police to have a look at any road concerns and discuss their suitability for a lower speed limit. After discussion it was agreed to wait until after the Annual Parish Meeting where residents will be invited to discuss this issue before arranging a meeting.

11. Queen's Birthday Celebrations

- i. The Dodford Inn litter pick / barbecue will be held on Saturday 11 June and Mr Myatt confirmed that they will use some of the grant to ensure each child attending the litter pick receives a celebration medal and if there is any money left over they will donate it to a local charity.
- ii. Dodford School has sent the following message on a card to HM Queen: "On behalf of Dodford and Grafton Parish Council and the residents of Dodford and Grafton, the children at Dodford First School would like to congratulate Your Majesty most warmly on the occasion of your 90th Birthday."
- iii. The Clerk to write to the PCC to offer two donated trees from Cllr Thomas.

12. Neighbourhood Watch

Cllr Warman has not received any reports and asked the Clerk to send him contact details of neighbouring watch coordinators.

13. Finance

- i. Deposit account as at 31 March 2016 - £11,027.56
Current account as at 31 March 2016 - £861.20
Cheques still to go through - £781.25
Payments - Acceptance proposed by Cllr Warman and seconded by Cllr Rea:
 - a. Clerk's salary - £300.65
 - b. Clerk's expenses - £56.71 (Use of telephone and internet line £5; storage £5; travel 16 miles @ 45p/mile £7.20; postage £7.14 and stationery £32.37)
 - c. HM Revenue and Customs - £75.00
 - d. Dodford Village Hall (Grant) - £500.00
 - e. Dodford PCC (Grant) - £500.00
 - f. Dodford Children's Holiday Farm (Grant) - £150.00
 - g. Information Commissioner (Data Protection Registration Renewal) - £35.00
 - h. Worcestershire CALC (2016/2017 Membership Fee) - £399.85
 - i. Worcestershire CALC (purchase of seven copies of The Good Councillor's Guide 2016) - £21.75

14. Councillor co-option

No applications received.

15. Correspondence received – for information

Correspondence received since the previous meeting was noted and the Clerk was asked to:

- i. write to a resident in Woodland Road who has installed wooden bollards on the grass verge, and
- ii. to contact District Councillors Margaret Sherry and Chris Alan Jones regarding a letter received from a resident about the increase in noise from motorbikes on the field at the Lydiate Ash Island.

20. Councillors items

- i. The road name sign for Bungay Lake Lane at the junction with Timberhonger Lane is missing. The Clerk to contact WCC Highways.
- ii. Should the Parish Council provide something in memory of Phil Richardson? The Clerk was asked to add this item to next month's agenda.

The meeting closed at 9.55pm

Signed.....Chairman