

DODFORD WITH GRAFTON PARISH COUNCIL

Draft Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 26 January 2017 in Dodford Village Hall at 7.30pm

Present: Chairman Vicky Churchill, Vice Chairman Christine Thomas, Cllrs Alwyn Rea and Rory Lydon

In attendance: Clerk Kay Stone and eight members of the public

1. Apologies

District Councillor Karen May, Cllrs Rachel Jennings and Paul Warman gave their apologies, reasons for which were accepted.

2. Declarations of interest

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

3. Dispensations

No requests received

The meeting was adjourned for members of the public to raise matters of interest / items for the next agenda. Members of the public expressed an interest in item 7 on the agenda and the Chairman agreed to adjourn the meeting at item 7 for members of the public to speak.

4. Minutes of the Meeting held on 24 November 2016

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

5. Reports

- i. The monthly reports for December and January from County Councillor Sheila Blagg have been received and circulated to Parish Councillors with copies being made available at the meeting.
- ii. District Councillor Karen May gave her apologies for not being able to attend the meeting and had given the Clerk an update and the Parish Council thanked Cllr May for her investigations:
 - a. The District Council is not consulted on Operating Licences. The Clerk was asked to put this on the February agenda
 - b. Cllr May has been working with the residents along Fockbury Road regarding the purchase of the land and is now waiting for BDHT to come forward with the next stage of the proposal.
 - c. Enforcement issues are ongoing.
 - d. Cllr May is dealing with a resident's enquiry regarding numbering of trees in the wooded area at the back of Woodland Road and has spoken to Andrew Bucklitch the tree officer as the resident was very concerned about the potential loss of so much wooded area. A land search was carried out and Mr Bucklitch has spoken to the landowner's agent and advised him that a felling licence will be required for anything above 5 cubic metres. Mr Bucklitch and Cllr May are monitoring the public register to see when and if a licence is applied for.
 - e. Cllr May urged everyone to complete the survey regarding the future of our acute hospital trust.
 - f. The District Plan comes before the full Council this week.

- iii. Cllr Churchill had prepared a report on the CALC Area Meeting held on 14 December which had previously been circulated to Parish Councillors. Main items:
 - a. Climate Change and Energy Officer at BDC spoke about the Bromsgrove Energy Efficiency Fund for low income families and the opportunity for Parish Councils to hold a daytime “Warmer Winter” event for residents.
 - b. CALC are still trying to get representatives to sit on various committees.
 - c. The Chairman of Hagley Parish Council reported on the joint meeting with Parish Councils and Bromsgrove District Council regarding Neighbourhood Plans.
 - d. Date of next meeting – 8 March 2017.
- iv. The Clerk reported that
 - a. she has set up direct bank payments from the Parish Council’s current account to the Lengthsman, HMRC and herself as agreed at last month’s meeting;
 - b. the Government will not be applying referendum principles to English parish precepts for 2017/18;
 - c. Cllr Mrs Sue Baxter, the chairman of CALC Executive Committee and CALC’s representative to NALC’s National Council, has been elected as NALC’s chairman;
 - d. the ‘Call 105’ service is the new and free number to call in a power cut across England, Scotland and Wales and the clerk has already circulated this news to the distribution list and put a piece in the Parish Magazine;
 - e. Bournheath Parish Council has organised for the West Mercia Partnership Van to be available from 9:30am - 2:30pm on 25th March 2017. Bournheath PC will be providing refreshments throughout the event which will be held at Bournheath Village Community Centre. The Clerk was asked to put the organisation of a PACT meeting in Dodford on to the February agenda;
 - f. Cllr Jennings has taken a call from neighbours to complain about Western Power and their unfinished work. The Clerk was asked to write to Weston Power on behalf of the residents of Dodford to ask them to complete their work satisfactorily;
 - g. she had reported the mud and earth in Yarnold Lane and updated the Parish Council that Worcestershire County Council (WCC) will send a sweeper and that Highways have also reported this to the Police, and
 - h. Dodford School has confirmed that they have heard from WCC and if their flagpole does not exceed 4.6m in height, they do not require planning permission.

6. Planning

- i. Cllr Churchill had proposed and Cllr Jennings had seconded the election of Cllr Lydon on to the Planning Committee at the Planning Committee meeting held on 19 December.
- ii. Minutes of the Planning Committee meetings held on 19 December and 5 January were agreed by all and signed by the Parish Council Chairman as being a true record.
- iii. Planning decisions received
 - a. The White House, Warbage Lane – approved
 - b. Dodford Priory, Priory Road – approved
 - c. Building off Fockbury Road – refused
 - d. Land at Woodcote Lane – withdrawn
 - e. Highfields - withdrawn
- iv. No planning appeals or decisions received
- v. No enforcement updates since 5 January.
- vi. The Clerk was asked to request Bromsgrove District Council (BDC) implement Article 4 for the Dodford Conservation Area.
- vii. The Conservation Officer is working on the updated version of the Dodford Conservation Area Draft Character Appraisal and Management Plan this year.
- viii. No other planning issues.

**The meeting was adjourned for members of the public to raise matters under item 7
Highways and footpaths:**

- Residents attending were concerned that if the green area outside their homes was turned into car parking it would spoil the openness of the area and the approach into the village and a resident notified the Parish Council that they had applied for a Tree Preservation Order (TPO) on the trees on this area of land.
- There was concern about an overgrown hedge in Fockbury Road which hangs over the road where branches have fallen with near misses to residents and vehicles.
- There was also concern over the number of trees in the woods that had recently been marked up.

The meeting was reconvened for the Parish Council to discuss resident's issues

7. Highways and footpaths

- i. The cost to erect the gate is outside WCC Parish Make Over budget and the Clerk was requested to find out the cost involved.
- ii. Request for an engineering inspection on the bridge in Church Road and Warbage Lane to go through the County Councillor who has asked the Clerk to take photos and identify the bridges on a map.
- iii. The Parish Council were of the understanding that only the piece of land in Fockbury Road where cars are parked before the green area was the issue and the Clerk was asked to contact the District Councillor. The Parish Council noted the proposed TPO order and will await consultation from BDC.
- iv. The Clerk was asked to write to the owners of the overgrown hedge in Fockbury Road.
- v. Following the report to WCC of the overgrown hedge in Timberhonger Lane, WCC legal team have written to the owner requesting it is cut back.
- vi. The Clerk reported that WCC had said the steps on the footpaths will be constructed by the end of the month but a resident attending the meeting informed the Parish Council that this had been carried out.
- vii. After a long discussion about the marked trees the Clerk was asked to contact BDC Tree Officer to ask what options the Parish Council have and if there is an out of hours' number residents can contact should the activity increase in the evenings and weekends. The Clerk reported that the District Councillor had carried out a land search and the Tree Officer has spoken to the Landowner's agent and advised that a felling licence will be required for anything above 5 cubic metres. The Tree officer and the District Councillor are monitoring the public register to see when and if a licence is applied for.

8. Phil Richardson Memorial

It was agreed that the Venue for the presentation of the Young Person's Award should be at the Dodford Show in the Autumn. The Clerk was requested to write to the President of the WI and the Chairman of the Gardening Club to see if they are happy for this to go ahead. Once ratified then the Clerk to put a notice on the Notice Board, a piece in the Parish Magazine and a piece in the Belbroughton and Fairfield Parish Magazine. The Parish Council Chairman to amend the draft notice and application form and send to the Clerk.

9. Defibrillator

- i. The Clerk to write to the Village Hall Committee to see if they would be willing to have the defibrillator fitted to the outside wall under the canopy.
- ii. The Clerk to write to BT to see if they could delay any action in removing the phone box in Priors Road as this could also be a possible siting for the defibrillator.
- iii. A request from Cllr Thomas for the Parish Council to subsidise residents attending the Village Hall for CPR training was agreed in principle depending on costings from Red Cross, St Johns Ambulance and the Stroke Association. Cllr Thomas to move this on.

10. Neighbourhood Plan

Bromsgrove District Plan was adopted on 25 January and the Clerk will obtain copies. The Clerk reported she is still to hear from the Village Hall Committee of available dates to hold a Neighbourhood Planning meeting.

11. Grants for 2016/2017

Cllr Rea did not have to leave the room at this point as amounts or recipients were not discussed. The Clerk informed the Parish Council that she had written to past recipients and will report back at the next meeting. The Clerk was asked to put a piece in the Parish Magazine to give other applicants to come forward.

12. Parish Council Meetings

The discussion to increase the number of meetings per annum did not take place and will remain on the agenda for next month.

13. Social Media

The discussion to use social media did not take place and will remain on the agenda for next month.

14. Annual Parish Meeting 11 May 2017

- i. The Clerk was instructed to invite the new Police and Crime Commissioner and BDC Conservation Officer and Tree Officer as speakers.
- ii. The Clerk to put a piece in the next Parish Magazine to offer residents the opportunity to suggest speakers
- iii. The Parish Council to consider refreshments at the Annual Parish Meeting

15. Worcestershire Minerals Local Plan

Cllr Rea had read the Plan and could not see that Dodford would be affected but the Clerk was asked to write to Belbroughton and Fairfield Parish Council to ascertain if they needed support and if so this can be discussed at the next meeting.

16. Worcestershire Local Transport Plan

After discussion on the impact on the Perryfields and Whitford developments and the necessity for more trains, a draft response in letter form to be drawn up and ratified at the next meeting.

17. Future of Acute Hospital Services in Worcestershire

After discussion, a draft response in letter form to be drawn up and ratified at the next meeting.

18. Dogs

The discussion on dogs off leads in the village and woods attacking other dogs did not take place and will remain on the agenda for next month.

19. Upton Warren Parish Council

The invitation from the Upton Warren Parish Council Chairman to take part in occasional meetings with other local Parish Councils to discuss issues of mutual interest was accepted and the Clerk to notify the Parish Council when meetings are arranged and a representative from Dodford with Grafton Parish Council will attend.

20. Shaping Worcestershire's Future 2017-2022

The document was acknowledged by the Parish Council.

21. Neighbourhood Watch

No report.

22. Finance

The Clerk reported that at the start of the meeting she had been presented with the invoices from the Village Hall Committee backdated to 31 October 2015, despite the Clerk requesting invoices on a regular basis. It was noted that the hall hire had been increased from £10 to £14 as from 1 January 2016 and after discussion the Clerk was instructed to write to the Village Hall Committee to say the Parish Council felt it was discourteous not to notify the Parish Council of the increase at the time and as Parish Council budgets have already been set, they will pay the increase as from 1 January 2017. Clerk to check the contract. The Clerk also to request quarterly statements in future.

- i. The Precept request for £11,478.00 (an increase of 2%) had already been agreed at the October meeting and the Chairman and the Clerk signed and dated the request form.
- ii. The third quarter reconciliation as at end of December 2016 was presented and after receiving Cllr Thomas's validation, its adoption was proposed by Cllr Churchill, seconded by Cllr Rea.
- iii. Deposit account as at 31 December 2016 - £14,837.57
Current account as at 31 December 2016 - £381.20
Cheques still to go through - none
Payments by Bank Transfer for December and January - Acceptance proposed by Cllr Churchill and seconded by Cllr Rea:
 - a. Clerk's salary - £758.78
 - b. Clerk's expenses - £36.99 (Use of telephone and internet line £10; storage £10; travel 20 miles @ 45p/mile £9.00, and Stationery £7.99)
 - c. HM Revenue and Customs - £151.60
 - d. Lengthsman duties for December - £192.00
 - e. For information – Loan payment due by Direct Debit on 18 February 2017 to Public Works Loan Board - £883.62

18. Councillor co-option

There remains one vacancy to be filled by co-option.

19. Correspondence received – for information

Correspondence received since the previous meeting was noted and the Clerk was asked to put a piece in the Parish Magazine to see if anyone is interested in being trained in CPR.

21. Councillors items

- i. The double yellow lines had not been repainted following the resurfacing of Fockbury Road – Clerk to report this to WCC
- ii. The gateway in Fockbury Road from Kidderminster Road has been left untidy following resurfacing – Clerk to request WCC put this right.
- iii. Following the recent fatal crash at the bridge on Kidderminster Road, can WCC Highways look at protecting this.
- iv. Two cottages on Kidderminster Road were purchased by CPO in preparation to take out the bend by the bridge – are WCC going ahead with this work?
- v. Cllr Rea proposed and Cllr Thomas seconded that a formal objection by the Parish Council on behalf of the residents should be made to the application for an Operator's Licence.
- vi. Cllr Churchill reported that she had driven round Warbage Lane and Priory Road on 16 January between 9.15am and 12.15pm but did not see the Police who were going to be in the village to chat to residents.

The meeting closed at 10.02pm

Signed.....Chairman