

DODFORD WITH GRAFTON PARISH COUNCIL

Draft Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 23 March 2017 in Dodford Village Hall at 7.30pm

Present: Chairman Vicky Churchill, Vice Chairman Christine Thomas, Cllrs Alwyn Rea, Rory Lydon and Rachel Jennings until item 22

In attendance: District Councillor Karen May, Clerk Kay Stone and eight members of the public

1. Apologies

County Councillor Sheila Blagg gave her apologies, reasons for which were accepted. Parish Councillor Paul Warman has resigned, reasons for which were accepted. The Clerk was asked to write a letter to him.

2. Declarations of interest

- i. Cllrs Rea and Jennings for item 12 which will be moved to the end of the meeting to allow them to leave the meeting
- 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 items 7iii, 7iv and 8 on the agenda and the Chairman agreed to adjourn the meeting at the appropriate time for members of the public to speak.

4. Minutes of the Meeting held on 23 February 2017

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

5. Reports

- i. No report from County Councillor Sheila Blagg as they are now in purdah. Councillor Blagg is not standing again and the Parish Council wished to record in the Minutes their grateful thanks to her for all the work and support she has carried out. The Clerk was asked to also write a letter. A card had also been purchased for the Parish Councillors to sign. John Ruck of the Wildmoor Residents Association Committee would like to make a presentation to Sheila for all the hard work she has done and has approached the four Parish Councils in Woodvale. Cllr Lydon proposed; Cllr Thomas seconded and agreed by all to donate £50.
- ii. District Councillor Karen May gave her update on enforcement issues and informed the Parish Council that one of the enforcement officers at Bromsgrove District Council (BDC) has left. Cllr May informed the meeting that there is bus running for a trial period between Redditch and Evesham hospital but it has not been publicised. The recently run Skills Show had been attended by 1,650 pupils and she had recently attended the Connected Families event at the Fire Station. MP Sajid Javid's Job Fayre had been well attended. Car park machines in Bromsgrove are being changed and Waitrose is due to open on 11 May. Cllr May reminded the meeting of the Neighbourhood Watch Open Day taking place in Bournheath on 25 March.
- iii. The Clerk reported that she
 - a. has submitted a grant request to the Government via CALC for £100 to purchase a printer and scanner to comply with Local Transparency. In the meantime, with

- permission from the Chairman as laid out in the Parish Council's Financial Management, she has purchased a printer and scanner for £59.63 (the Parish Council can claim back the VAT) and the remainder of the £100 will be used for purchasing ink;
- b. attended a SLCC Worcestershire Branch Clerk's meeting on 2 March about digital inclusion about people in Worcestershire not using the internet and Worcestershire County Council (WCC) are encouraging people to become volunteers to teach people how to use it;
 - c. has reclaimed £108.18 in VAT from HMRC;
 - d. has reminded Richard Clewer's (WCC) to mention the damage caused last year with hedge trimming at their Monday team meeting on 3 April to discuss this for this year's hedge cutting, and
 - e. finally, a reminder the first Neighbourhood Planning meeting is taking place on Monday 27 March at 7.30pm in the Village Hall.

6. Planning

- i. To consider planning consultations and applications received:
 - a. 17/0134 – Land at Woodcote Lane – Retention of yard for agricultural purposes. The Parish Council objects to this application as it is inappropriate development in the Green Belt.
- ii. Planning decisions received
 - a. The Stables, Grafton Lane – approved
 - b. The Paddocks, Warbage Lane - approved
- iii. No planning appeals or appeal decisions received
- iv. Enforcement / environmental update
 - a. The Clerk confirmed 1 Priory Road is a listed building but has been told by BDC that the gate at The Paddocks is not located within the curtilage of a listed building.
 - b. Highfields, Woodland Road – a Certificate Proposed Lawful Use / Development is in with BDC (17/0080).
- v. Article 4 – The Conservation Officer is hoping to return to the Dodford Conservation Area and Management Plan shortly and the merits of an Article 4 Direction could be considered in that document. She is also seeking advice from BDC lawyers.
- vi. No other planning issues.

7. Highways and footpaths

- i. The Clerk read out the response from WCC about the requested footpath gate in Woodland Road and the Parish Council would like to discuss this more with the new County Councillor once elected. Item to remain on the agenda. Considering WCC's comments the Clerk has not applied for a New Homes Bonus Form from BDC which could pay for the gate but was advised by Cllr May that the funding is not open until July.
- ii. The open man hole on the bridge in Warbage Lane has been made safe. North Worcestershire Water Management has contacted the land owner regarding empty cans of paint in Warbage Lane getting into the stream and owner has agreed to move them as soon as the ground is dry enough.
- iii. Cllr Blagg and WCC reported that Fockbury road verge could qualify for resident parking permits but that enforcement would not be carried out by WCC. A suitability test needs to be carried out before surveying the residents regarding the annual cost (thought to be £40 per vehicle per year) and conditions of use. If 75% do not agree after the survey, then this will not go ahead. The Clerk was asked to instruct WCC to carry out the test.
- iv. The owners of the overgrown hedge in Fockbury Road have responded to the Parish Council's letter requesting the height of the hedge be reduced. The owners have asked two separate tree surgeons to look at the hedges but they could not find any imminent

- problems. The owners offered residents to walk the hedges with them and point out any dangers.
- v. There are no out of hours' numbers for Natural England to report work being carried out in Randan Wood and the Tree Officer has reported that the woods are already designated Site of Special Scientific Interest (SSSI) and covered by the highest level of legal protection so consent is required from the Forestry Commission and Natural England for any work. When a Felling Licence application is made, it will be advertised to the public and the Tree Officer and Cllr May are monitoring applications. In the meantime, the Clerk was asked to alert Woodland Trust to what has taken place.
 - vi. WCC has instructed their contractor to reinstate the double yellow lines outside the School and Nursery following the resurfacing of Fockbury Road.
 - vii. WCC has no record of the CPO on two cottages at the bend on the Kidderminster Road by the bridge. BDC reports there is no planning history relating to demolition. The Clerk to retrieve old Minute Books from WCC Archive on this issue.
 - viii. The road name sign on Timberhonger Lane is still missing and Cllr May to contact BDC again.
 - ix. Western Power Distribution are contacting names supplied by the Clerk to put right the tree felling debris situation.

The meeting was adjourned for members of the public to discuss the Operator's Licence and the concern of the number of HGVs in the village.

The meeting was reconvened as follows

8. Operating Licenses

- i. The Clerk to write to Sue Baxter at NALC, copying in MP Sajid Javid and Cllr May about the way the operator's licences are not consulted on and the number of HGVs in the village
- ii. The Clerk to contact local Parish Councils for support and Cllr May offered to ask Bournheath Parish Council to write
- iii. The Clerk to contact WCC Highways to request an inspection of the condition of the roads due to the increase in HGVs

9. PACT meeting

The Clerk has sent dates in June (1st, 5th, 6th, 8th, 12, 13th, 19th, 20th, 26th, 27th and 29th) to Bromsgrove Safer Neighbourhood Team and is waiting for them to come back with suitable dates and ideas of speakers.

10. Phil Richardson Memorial

The Gardening Club meeting and the Women's Institute are happy for the award to be presented at Dodford Show in September. The wording of the press release and application form were agreed and the Clerk to put information on the notice boards, in the local press, the Parish Magazine, the Dodford Inn and send to neighbouring Parish Councils

11. Defibrillator

- i. The Village Hall Committee has no objection to the siting of the defibrillator and are happy to pay for the small annual running cost. The Lengthsman and his son are happy to check on the cabinet when in the village. Cllr Churchill proposed; Cllr Jennings seconded and all agreed on the purchase of a defibrillator and cabinet from the Charlotte and Craig Saving Hearts Foundation (CCSHF). Two residents have come forward as volunteers for the CPR training and Cllr Thomas wished to be added to the list.
- ii. The Clerk has written to BT to postpone them removing the public phone box in Priory Road and after chasing this up was told there is a delay in responding to phone box adoptions.

12. Grants 2016/2017

This item moved to the end of the meeting to enable Cllrs Rea and Jennings to leave the meeting.

13. Parish Council Meetings

After discussion, it was agreed to monitor the number of meetings and agendas for the time being.

14. Social Media

The Clerk has access to Dodford Bromsgrove page on Facebook and is using this, together with the list of emails for residents (27) to circulate messages.

15. Annual Parish Meeting 11 May 2017

- i. Police and Crime Commissioner and BDC Conservation Officer have accepted invitations to speak. It was agreed that an invitation be sent to Dodford Village Hall Committee for a 10-minute update on the spend of the Parish Council Grant.
- ii. Issues for the Police and Crime Commissioner to cover:
 - a. Increase in rural crime and how is it being policed?
 - b. How is cross border crime being dealt with?
 - c. Neighbourhood policing to include how many police are available in the evening and where are they based
 - d. Increase of HGVs in Dodford and how can this be curbed
 - e. The handover of duties to Local Government
- iii. Cllrs Thomas and Jennings to organise refreshments

16. Future of Acute Hospital Services in Worcestershire

Cllr Rea proposed; Cllr Churchill seconded and all agreed that the draft response letter to the consultation be sent.

17. Bromsgrove District Council Hackney Carriage and Private Hire Penalty Point Scheme

Clerk to produce draft letter to include Cllr Lydon's comments and to be approved at April meeting.

18. Introduction of Instrument Approach Procedures at Wolverhampton Halfpenny Green Airport

Clerk to produce draft letter to include Cllr Lydon's comments and to be approved at April meeting.

19. Dogs

After discussion, the Clerk was asked to put a notice on the notice board, in the Parish Magazine and Facebook to remind people of keeping dogs on leads in fields where there are livestock and to request farmers to display notices at field boundaries when there are livestock in the fields. The Clerk to ask Footpath Warden at WCC to put signs up in Randan Woods.

20. Lengthsman Scheme

- i. It was proposed by Cllr Rea; seconded by Cllr Thomas and agreed by all to renew the Lengthsman Scheme contract with WCC and was signed by the Clerk.
- ii. It was proposed by Cllr Churchill; seconded by Cllr Rea and agreed by all to renew the Lengthsman contract with the current Lengthsman and was signed by the Clerk.

21. Velo Birmingham

The Clerk confirmed she had sent an email to residents and put a piece in the Parish Magazine about the cycle race taking place on 24 September. The only road in Dodford affected will be Woodcote Lane.

22. Neighbourhood Watch

No report.

At this point, Cllr Jennings left the meeting

23. Finance

Deposit account as at 28 February 2017 - £14,688.80

Current account as at 28 February 2017 - £348.12

Cheques still to go through - none

Payments by Bank Transfer for March - Acceptance proposed by Cllr Lydon and seconded by Cllr Churchill:

- a. Clerk's salary - £303.59
- b. Clerk's expenses - £114.24 (Use of telephone and internet line £5; storage £5; travel 50 miles @ 45p/mile £22.50; postage £7.14; purchase of printer / scanner £59.63 and stationery £14.97)
- c. HM Revenue and Customs - £75.80
- d. Lengthsman duties for February - £192.00

Payment by cheque for March -

- e. John Ruck (for Wildmoor Residents Association presentation to Cllr Blagg) £50

24. Councillor Co-option

No applications received and there are now two vacancies. Clerk to notify BDC of latest vacancy.

25. Correspondence received – for information

- i. The anonymous letter regarding over development of land and properties in Dodford was noted and the Clerk was asked to send a copy to Cllr May and BDC Enforcement and to put a piece in the Parish Magazine that this had been taken note of.
- ii. Information on the new group of Worcestershire Association of Carers to be put in Parish Magazine.
- iii. Letter received from Norris & Fisher Insurance brokers will be added to list for Insurance quotes next month

30. Councillors items

The Clerk to ask the School to remove the remains of their sign at the Kidderminster Road / Fockbury Road junction.

At this point, Cllr Rea left the meeting

12. Grants for 2016/2017

The Clerk confirmed she has not received additional requests for grants and it was proposed by Cllr Lydon; seconded by Cllr Thomas and agreed by all to give the following grants:

- i. Dodford PCC £500
- ii. Dodford Holiday Farm £150
- iii. Midlands Air Ambulance £200

It was agreed that the Parish Council is unable to give a grant to Dodford Village Hall Committee without sight of the audited accounts.

The meeting was closed at 9.45pm.

Signed.....Chairman