

DODFORD WITH GRAFTON PARISH COUNCIL

Draft Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 20 April 2017 in Dodford Village Hall at 7.30pm

Present: Chairman Vicky Churchill, Vice Chairman Christine Thomas until item 13, Cllrs Alwyn Rea and Rachel Jennings

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

1. Apologies

County Councillor Sheila Blagg, District Councillor Karen May and Cllr Rory Lydon gave their apologies, reasons for which were accepted.

2. Declarations of interest

- i. None
- 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.

A resident brought to the Parish Council's attention that

- i. an application in 2002 was refused for the use of land for storage of builder's plants, equipment and materials at land off Yarnold Lane as inappropriate development in the green belt and due to approach roads, that are generally single vehicle width with poor forward visibility; and
- ii. that a concrete lorry was seen going to property in Woodland Road

The meeting reconvened as follows.

4. Minutes of the Meeting held on 23 March 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.
- ii. No report from District Councillor Karen May but she has assured the Parish Council that she is chasing various enforcement issues.
- iii. The Clerk reported that she
 - a. has received the contract for the adoption of the phone box in Priory Road for £1. After discussion, it was proposed by Cllr Thomas, seconded by Cllr Jennings and agreed to purchase the phone box and consideration will be given later to its use;
 - b. has received a phone call from a resident regarding the tarmacking of a bridleway at Highwood Cottage. The resident has reported it to Cllr Blagg but the Parish Council feel this has taken place on private property;
 - c. has received the CALC membership renewal invoice for 2017/2018. It was proposed by Cllr Churchill, seconded by Cllr Rea and agreed that this membership should be renewed;
 - d. has been asked by Worcestershire County Council (WCC) Highways to identify which roads were affected by damage to hedges whilst cutting verges in the summer of 2016

- and after discussion, it was agreed that hedges in Victoria Road, Church Road, Woodland Road and Priory Road were affected; and
- e. she has investigated the use of a PO Box number which could be used for future correspondence instead of the Clerk's home address. After discussion, the Clerk was asked to obtain more information on redirection from the Village Hall and then options will be considered at a future meeting.

6. Planning

- i. Cllr Churchill proposed, Cllr Rea seconded and all agreed that Cllr Jennings be elected Planning Committee Chairman.
- ii. To consider planning consultations and applications received:
 - a. 17/0228 – Foxwalks Farm, Grafton Lane – Change of use of land for the purposes of stationing a caravan and ancillary hardstanding and shed for season farm workers (retrospective)
The Parish Council has no objection providing there is a firm stipulation that the caravan is used as in the application.
 - b. 17/0220 - – Little Paddocks, Warbage Lane – Replacement of flat roof with pitched roof on outbuilding and conversion of outbuilding from garage and store to ancillary residential accommodation
The Parish Council strongly object as this would be inappropriate development in the Green Belt and as this building can be seen from the road, the Parish Council feel that the pitched roof will be more obtrusive than a flat roof
- iii. Planning decision received for land at Woodcote Lane – refused.
- iv. No planning appeals or appeal decisions received.
- v. No enforcement or environmental update and meeting with BDC on 21 April cancelled.
- vi. Article 4 - Clerk has received an acknowledgement response from MP to say he will write to Kevin Dicks at BDC requesting they support the Parish Council's request.
- vii. The Clerk reported on BDC programme of planning training for Parish Councils and after discussion it was agreed to take part in this outside school holidays and perhaps could be combined with training for neighbouring Parish Councils if they are taking part. Clerk to contact BDC.

7. Highways and footpaths

- i. No update as it was agreed at the last meeting to speak to new County Councillor once elected.
- ii. The agenda item on residents purchasing land in Fockbury Road to be taken off the agenda as a suitability test for permit parking has been requested through WCC.
- iii. Clerk has yet to write to Woodland Trust on what has been happening in High Wood and Randan Wood.
- iv. The Clerk to chase up the missing yellow lines in Fockbury Road / Priory Road with WCC through Richard Clewer.
- v. The Clerk has still to archive old records re the CPO of cottages in Kidderminster Road by the bridge and it was agreed that this item will be brought up with the new County Councillor once elected.
- vi. District Cllr May is chasing up the missing road sign in Timberhonger Lane and they delay has occurred because BDC purchase these in batches.
- vii. WCC have inspected the overgrown hedge in Fockbury Road and have confirmed that there is no safety issue at present and they will continue to monitor this during their routine inspections.
- viii. After a great deal of discussion, it was agreed that any intimidation from dogs when people are using public footpaths does not come under Parish Council remit as individual cases should be reported to the Police.

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.
- iv. Having been passed, during the open meeting, the decision notice (28 January 2002) on application B/2002/0100 regarding the use of land for storage of builder's plant, it was agreed that this should be included in the next agenda for full discussion.

9. PACT meeting

- i. To take place on 6 June 2017 in Village Hall at 7.30pm.
- ii. Bromsgrove Safer Neighbourhood Team have asked for invitations to be sent to councillors from the surrounding area.
- iii. The Clerk has sent information to Belbroughton, Bournheath and Catshill Parish Councils, Dodford Parish Magazine and Facebook.
- iv. Attendees so far are District Cllr May and Belbroughton and Fairfield Parish Councillor Chris Scurrall.

10. Phil Richardson Memorial

No responses received so far. Has been advertised in Dodford Parish Magazine, Belbroughton Parish Magazine, the notice board, Facebook, Bromsgrove Advertiser and neighbouring Parish Councils. The Clerk was asked to send information to Dodford Inn, Parkgate Inn, Dodford School, Dodford Children's Holiday Farm and Dorothy Woodhouse for the Church.

11. Defibrillator

- i. The Defibrillator has been ordered and will be available in about four weeks.
- ii. The Clerk was asked to let the Village Hall user's groups know along with Dodford Society.
- iii. There may be a possibility of holding a joint training session with Catshill and so far, six residents have expressed a wish to take part in CPR training.

12. Grants 2016/2017

The Parish Council has not received audited accounts from Dodford Village Hall and so the grant application will be put on hold.

To enable Cllr Thomas to take part in this agenda item, item 20 was brought forward at this point in the meeting

20. Finance

- i. The final 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.
- ii. Deposit account as at 31 March 2017 - £12,489.34
Current account as at 31 March 2017 - £2,162.67
Cheques still to go through:
 - a. Dodford Village Hall - £180.00
 - b. John Ruck - £50.00
 - c. CCSHF - £1,700.00Payments by Bank Transfer for March - Acceptance proposed by Cllr Churchill and seconded by Cllr Rea:
 - a. Clerk's salary - £306.61

- b. Clerk's expenses - £81.66 (Use of telephone and internet line £5; storage £5; travel 22 miles @ 45p/mile £9.90; stationery A3 paper £15.90; stationery colour ink cartridge £24.82 and stationery black ink cartridge £20.95)
 - c. HM Revenue and Customs - £76.60
 - d. Lengthsman duties for March plus petrol - £202.00
 - e. Worcestershire CALC 2017-2018 Membership Fee - £441.45
- Payment by cheque for March -
- f. Dodford PCC Grant - £500.00
 - g. Dodford Children's Holiday Farm Grant - £150.00
 - h. Midlands Air Ambulance Grant - £200.00
 - i. Information Commissioner (Data Protection Renewal) - £35.00
 - j. BT Payphones (purchase of phone box in Priory Road) - £1.00

At this point, Cllr Thomas left the meeting.

13. Insurance

Four quotes were considered and the Clerk was asked to confirm the cover for legal expenses with Came & Company and report back at the next meeting.

14. Annual Parish Meeting 11 May 2017

- i. The agenda was agreed with the addition of items on the Neighbourhood Plan and Phil Richardson Award.
- ii. The wording of the Annual Report was agreed.

15. Bromsgrove District Council Draft Revised Street Trading Policy Consultation

The Parish Council agreed with the revised document.

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

Draft letter approved.

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

Draft letter approved.

18. Neighbourhood Plan

- i. Cllr Rea reported on the initial meeting held on 27 March where working groups were identified and informed the Parish Council that he will be speaking to Mike Dunphy at BDC to see what help and financial support they can give. Cllr Churchill proposed, Cllr Jennings seconded and all agreed that Cllr Rea will be the lead Parish Councillor on this project.
- ii. With slight amendment, the flyer to go with the Annual Report was agreed and the Clerk was asked to send both to the Vicar.

19. Neighbourhood Watch

No report.

21. Councillor Co-option

No applications received.

25. Correspondence received – for information

Correspondence received was noted with no further action required.

23. Councillors items

- i. The Clerk to report the bridge on footpath 522 has collapsed.
- ii. The Clerk to request a bin at the corner of Rose Lane and Priory Road.

- iii. Cllr Churchill reported on an email correspondence between Peter and Gigaclear and Gigaclear are currently in negotiations with WCC.
- iv. It was noted that gulleys in Warbage Lane and Victoria Road were being manually cleaned out.

The meeting was closed at 9.23pm.

Signed.....Chairman