

DODFORD WITH GRAFTON PARISH COUNCIL

Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 22 June 2017 in Dodford Village Hall at 7.30pm

Present: Vice Chairman Christine Thomas, Vicky Churchill, Lynne Griffin, Rachel Jennings, Rory Lydon and Alwyn Rea

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

1. Election of Chairman and Chairman's Declaration of Acceptance of Office

The Clerk reported that the Chairman has resigned from her position although will remain a Parish Councillor. The Vice Chairman is happy to continue but does not wish to become Chairman. Cllr Griffin proposed Cllr Rea who replied he would be happy to be Chairman for a three-month period and suggested other Councillors could be Chairman for a three-month period. The Clerk to seek advice from CALC and report back. Vice Chairman Thomas chaired the meeting.

2. Apologies

County Councillor Shirley Webb, gave her apologies, reasons for which were accepted.

3. Declarations of interest

- i. None
- ii. None

4. Dispensations

No requests received

The meeting was adjourned for members of the public to raise matters of interest / items for the next agenda and there were none.

The meeting reconvened as follows.

5. Minutes of the Meeting held on 11 May 2017

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

6. Councillor Co-option

It was proposed by Cllr Churchill, seconded by Cllr Jennings and agreed by all that Scottie Sanderson should be co-opted on to the Parish Council. Cllr Sanderson signed his Declaration of Acceptance of Office with the Clerk adding her signature.

7. Reports

- i. A monthly report from County Councillor Shirley Webb has been received and copies were available at the meeting.
 - a. Comments on the progress with Gigaclear and BT were noted and Cllr Rea reported that BT are linking the ducting from Cabinet 25 through his garden.
 - b. Correspondence between Gigaclear and a resident regarding the delay in their work due to negotiations with Worcestershire County Council (WCC) Highways over the construction, methods and timescales was noted. Clerk to pass this information on to Cllr Webb
 - c. The Parish Council noted that Cllr Webb has been discussing with Highways about having speed MPH signs painted around some lanes and "Slow down" in her ward and it was agreed by Councillors that they would like to see "Slow Down" painted on appropriate lanes in Dodford. Clerk to notify Cllr Webb accordingly.

- ii. No report from District Councillor Karen May
- iii. No report from the CALC Area Meeting as no-one could attend from the Parish Council
- iv. The PACT meeting held on 6 June was discussed and the Clerk was asked to circulate the advice from the Police to residents on how to secure passwords – number!wordnumber!
The Clerk was asked to invite the Police back to the village with their mobile display on how to stay safe, etc on the Village Hall car park but with more advance notice and advertising.
- v. The Clerk reported that
 - a. WCC is going to continue to support MyParish web site;
 - b. the defibrillator cabinet only needs electricity to ensure the fan kicks in to either cool the cabinet or warm it up depending on the weather. The defibrillator has its own battery and will still be operational should the electricity fail. The Clerk was asked to contact the electrician and ask for a separate plug rather than a spur. The Clerk requested an extra person should be appointed do the monthly check as she would not be available during July and August to do this. The Ambulance Service has the Clerk as the main contact with Cllr Thomas as the second contact;
 - c. the phone box is covered already by the Parish Council's insurance but that the Insurance Company required a replacement figure. It was agreed this should be £2,750 and the Clerk to notify Came & Co;
 - d. she had received a thank you card from Cllr Blagg from the donation given to the Wildmoor Residents Association for a presentation from her ward on her retirement, which she read out;
 - e. she had received phone calls and emails from two residents regarding broadband and the delay in getting the box on the Kidderminster Road operational and the crumbling copper wiring in Box 25. Clerk to contact Robert Stepniewski at Superfast Worcestershire to pass on these concerns, and
 - f. she has written to a resident regarding an overgrown hedge in Priory Road who has replied to say it was their neighbours hedge. It was suggested by the Parish Council that the Clerk should ask WCC Highways to cut the neighbours hedge due to the resident being unable to do so.

8. Planning

- i. Cllr Rea proposed, Cllr Churchill seconded and all agreed that Cllrs Griffin and Sanderson be elected on to the Planning Committee.
- ii. Approval of the Minutes of the Planning Committee Meeting held on 6 June was proposed by Cllr Churchill, seconded by Cllr Thomas, agreed by all and then signed by the Planning Committee Chairman as being a true record.
- iii. To consider planning consultations and applications received:
17/00608/FUL – Four Acres, Victoria Road – Replacement of metal railings with frameless glass balustrade and associated works
The Parish Council agreed to discuss this at the planning committee meeting on 29 June at 4.30pm.
- iv. No planning decision received.
- v. To consider any planning appeals or decisions received.
APP/P1805/W/17/3174490 – Building off Fockbury Road – Change of use of agricultural building to 1 no. dwelling house
The Parish Council agreed to discuss this at the planning committee meeting on 29 June at 4.30pm as there are issues they wish to have clarified by Bromsgrove District Council (BDC). Clerk to contact Dale Birch before 29 June and ask what BDC's comments will be.
- vi. No enforcement or environmental update due to the meeting with BDC the following week.
The Clerk was requested to ascertain from BDC if they are satisfied with recent extensions being built to plan and to query if the Conservation Officer was right in saying that gates could not be over a metre tall.
- vii. No update on BDC implementing Article 4

9. Highways and footpaths

- i. No update as it was agreed to speak to Cllr Webb on the proposed gate in Woodland Road.
- ii. Clerk has yet to write to Woodland Trust on what has been happening in High Wood and Randan Wood. Cllr Jennings reported that Western Power had taken down more trees than they thought would be taken down in Rose Lane.
- iii. The Clerk to chase up the missing yellow lines in Fockbury Road / Priory Road with WCC through Richard Clewer again particularly as white lines have now been reinstated.
- iv. 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 to be discussed with Cllr Webb along with ideas on making this bend safer.
- v. The missing road sign in Timberhonger Lane has still not been replaced.

10. Operating Licenses

There are only eight Traffic Commissioners in the UK and the nearest one is in Edgbaston and the Traffic Commissioner will only call for consultation if there is information in the application that he feels needs consulting on. The reasons for the planning application dated 28 January 2002 for the change of use of land to the storage of builder's plan, equipment and materials was brought to the attention of the Parish Council and the Clerk was asked to write to the Traffic Commissioner to enquire what procedures are put in place to notify residents and to ask if the Operating License application is legal as this land was not given permission for its change of use. After a great deal of discussion, it was suggested the residents who went to the local paper might like to start up a Residents Working Party with a Chairman who would report back to the Parish Council requesting the Parish Council to write to various bodies if necessary to add weight. It was agreed to request HGV weight / width limit signage from WCC through Cllr Webb as advised by the Police and Crime Commissioner.

11. PACT meeting

This agenda item is a duplication for item 7iv.

12. Phil Richardson Memorial

No responses received so far and the possibility of an Honorary Award was discussed and will be discussed at the next meeting if there are no nominations at the closing date of 30 June 2017. The Clerk brought a residents' communication to the Parish Council about the criteria for the Award for 2017 and it was agreed to look at changing the criteria for 2018. It was proposed by Cllr Rea, seconded by Cllr Lydon and agreed by all that the prize should include an Amazon gift voucher for £50, a certificate and their name on a plaque to be displayed in the Village Hall. The Clerk to ask Dodford Village Hall Committee if they would have any objection to this.

13. Defibrillator and CPR Training

British Red Cross offer free first aid training sessions. Clerk to organise a date in the Autumn. Six residents have come forward to receive first aid training. Monday 18 September 2017 at 7.30pm is the date for the Defibrillator and CPR training to be undertaken by the Charlotte and Craig Saving Hearts Foundation.

14. Neighbourhood Plan

Cllr Lydon is attending the Catshill Neighbourhood Planning meeting on 24 June and will report back. Two resident surveys were produced for ideas. The Clerk to work on one for the next meeting.

15. Pension Scheme

The Clerk reported that the Parish Council has complied with the Pensions Regulator guidelines in setting up a Pension Scheme and has written to the one employee (the Clerk) advising of the Scheme and what the contributions would be if she qualified for the Pension Scheme – which the current Clerk does not.

16. Neighbourhood Watch

No report and following the PACT meeting where the Police advised that Social Media works faster than having a Neighbourhood Watch Coordinator, it was decided to not include this item on future agendas.

17. Finance

Deposit account as at 31 May 2017 - £15,329.67

Current account as at 31 May 2017 - £381.49

Cheques still to go through:

- a. Dodford Village Hall - £180.00

Payments by Bank Transfer for May - Acceptance proposed by Cllr Rea and seconded by Cllr Churchill:

- a. Clerk's salary - £306.61
- b. Clerk's expenses - £114.42 (Use of telephone and internet line £5; storage £5; travel 31 miles @ 45p/mile £13.95; stationery black ink cartridge £22.79, HP printing statement £17.00 and black and colour ink cartridges £48.28, and postage £2.40)
- c. HM Revenue and Customs - £76.60
- d. Lengthsman duties for May plus petrol - £207.00

18. Councillor Co-option

This agenda item is a duplication for item 6.

19. Correspondence received – for information

Correspondence received was noted with no further action required.

20. Councillors items

Thoughts on what to do with the phone box. Clerk to add to the July agenda.

The meeting was closed at 9.47pm with Cllr Rea thanking Cllr Thomas for chairing the meeting.

Signed.....Chairman