

DODFORD WITH GRAFTON PARISH COUNCIL

Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 28 September 2017 in Dodford Village Hall at 7.30pm

Present: Cllrs Lynne Griffin, Rachel Jennings, Rory Lydon, Alwyn Rea (Chairman), Scottie Sanderson and Christine Thomas

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

1. Apologies

Cllrs Vicky Churchill, County Councillor Shirley Webb and District Councillor Karen May gave their apologies, reasons for which were accepted.

2. Declarations of interest

- i. None
- ii. Cllr Lydon declared an interest in item 8 as he has employed Mr Jenkins in the past

3. Dispensations

No requests received

The meeting was adjourned for members of the public to raise matters of interest / items for the next agenda.

- i. A resident reported a wasps nest in a hole just off the public footpath which runs through the field at the Dodford Inn.
- ii. Speeding in Yarnold Lane which will be discussed under item 7iii

The meeting reconvened as follows.

4. Minutes of the Meeting held on 27 July 2017

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

5. Reports

- i. A monthly report had been received from County Councillor Shirley Webb prior to the meeting which had been circulated to Parish Councillors and is available on the notice board and web site. Copies were available for members of the public. Items in the report that relate to Dodford are mentioned under Highways and Footpaths (Item 7).
- ii. No report received from District Councillor Karen May but in giving her apologies asked the Parish Council to contact her if her help was required.
- iii. Cabinet 25 (corner of Church Road and Priory Road) will be live by the end of September. Residents will then be able to sign up with BT mid-October. Gigaclear has abandoned Worcestershire completely.
- iv. No report as the Clerk could not attend at the last minute. Councillors requested the Clerk to circulate Minutes to them from this meeting when they are available.
- v. The Clerk reported:
 - a. 24 residents attended the defibrillator training. Cllr Thomas and the Clerk have the code to the locked cabinet so that the defibrillator can be checked monthly. Anybody walking by can also check that all the right lights are showing. Leaflets about the defibrillator are on the notice board.
 - b. CALC Councillor training session dates have been made available to Councillors and the Clerk requested they contacted her if they wished to attend any of the courses.

- c. Grant Thornton has completed the audit and the notice of conclusion of audit has been displayed on the notice board and the web site as requested by Grant Thornton.
- d. The Ambulance Service has requested an ID number be displayed on the defibrillator cabinet which is now showing inside the defibrillator cabinet window
- e. Bournheath Parish Clerk has requested an update of horse and rider warning signs ordered for Bournheath and Dodford.
- f. Bromsgrove District Council (BDC) has transferred the second half of the Precept £5,739.00 to the Parish Council's Bank Account
- g. Jon Fraser at Worcestershire County Council (WCC) is asking for feedback on Velo Birmingham Bike Ride which took place on Sunday. Cllrs agreed that although they were aware of a couple of people who were having trouble getting through to Kidderminster, overall, they agreed that the Bike Ride improved 'street cred' for the County. The Clerk informed the Parish Council that WCC has agreed to two more years and Councillors suggested the route could be changed to avoid areas where communities were not happy with the Bike Ride. The Clerk to feed this information back to Jon Fraser.

6. Planning

- i. Approval of the Minutes of the Planning Committee Meeting held on 24 August was proposed by Cllr Jennings, seconded by Cllr Griffin, agreed by all and signed by the Planning Committee Chairman as a true record.
- ii. No planning consultations and applications received.
- iii. Bromsgrove District Council (BDC) has approved the application for the proposed agricultural livestock building at The Range, Kidderminster Road.
- iv. No planning appeals or decisions received
- v. Enforcement updates have been received from BDC and circulated prior to the meeting to Parish Councillors. The Clerk was asked to request the reinstatement of the two face-to-face meetings with the Enforcement Officers at BDC's offices. It was suggested that when the Clerk requests updates she also quotes the date the enforcement issue commenced.
- vi. No update on BDC implementing Article 4
- vii. No further planning issues

7. Highways and footpaths

The Clerk informed the meeting that County Councillor Shirley Webb and Richard Clewer from WCC Highways will attend the October meeting to discuss highway issues.

- i. A resident has complained about fly tipping at the end of the bridleway in Swan Lane which the Clerk had reported to BDC via District Councillor Karen May. This has now been removed. The same resident complained about the poor state of the bridle track and the Clerk has reported this to WCC via County Councillor Webb who will ascertain who owns the track and then arrange an inspection of the site. At this point Cllr Jennings suggested the Clerk also report this to the British Horse Society.
- ii. A resident has complained about litter in Swan Lane mainly from McDonalds in Droitwich. The Clerk to ask the Lengthsman to pick up any litter in Swan Lane
- iii. Complaints have been received from residents in Yarnold Lane and Warbage Lane about speeding which will be discussed with Richard Clewer at the next meeting.
- iv. The Clerk was asked to write to the owners of Little Paddocks to ask them not to park on the grass area on the corner of Warbage Lane and Priory Road.
- v. The Police and the WCC Footpath Officer have suggested residents try and take the registration number and identify the time and date of the BMX and Scrambler incidents on public footpaths. The Clerk has put this information on Dodford Bromsgrove Facebook page and circulated the information to the resident's email address list.
- vi. WCC are refusing to have HGV weight / width limit signage as there are businesses in Dodford which need HGV access.

- vii. The Clerk to request the painted "Slow Down" signs on the roads in the Parish next to WCC sign posts.
- viii. Following the fatal accident in January 2017 the bridge / bend on the Kidderminster Road was assessed by WCC and the surface was not identified as being the issue but water on the road. Since then drainage works have taken place to help rectify this together with some tree cutting and sweeping of the highway or roadside debris
- ix. Double yellow lines have been reinstated on the corners of Priory Road and Fockbury Road.
- x. The Clerk reported that the missing Timberhonger Lane road sign has been replaced but Councillors thought it may have been stolen again. The Clerk to investigate.
- xi. The damaged Victoria Road sign has been reported to BDC and a new one ordered.
- xii. WCC Footpath Officer to look again into the condition of Footpath 517.
- xiii. WCC Footpath Officer has reported back that the route past the pub is a permissive route agreed with the previous owners. The new owners have reinstalled the interpretation board but it faces the wrong way in the car park. The original location is where the new building has been erected. The Clerk to ask WCC if they can replicate the sign.
- xiv. See 7v.

8. Operating Licenses

- i. The Clerk has received a holding email from the Traffic Commissioner requesting a copy of the recent HGV application form under the Freedom of Information Act.
- ii. BDC do not hold details of land or building ownership and suggest the Parish Council contacts HM Land Registry. The Clerk has searched and reported there will be a charge of £29.95 plus VAT. Cllr Sanderson said he would conduct a search for £3 and advise the Clerk. The Clerk has obtained planning history for the site in question and has circulated a copy of the refusal document for use of land for storage of builder's plant, equipment and materials including site huts dated 13.03.02.
- iii. The Clerk to ask BDC if the Certificate of Lawfulness was granted back in 2012.

9. Neighbourhood Plan

The draft questionnaire was discussed and it was agreed to hold a meeting to discuss this further on 2 October at Cllr Lydon's. The Clerk to speak to Belbroughton Parish Council to find out more details about their online Neighbourhood Plan survey.

10. Telephone Box

It was proposed by Cllr Lydon, seconded by Cllr Jennings that Cllr Thomas be allocated £40 to spend on materials for shelving.

11. Police 'Open Day'

The Clerk confirmed the date of 14 October between 11am and 1pm on the Village Hall car park and has circulated this information via Facebook and the residents email addresses.

12 Warmer Winter Event

The Clerk to invite the Fire Service to attend on 14 October at the same time as the Police.

13. Worcestershire County Council's new Children and Young People's Plan

The Clerk to send the survey to the Table Tennis Club.

14. Phil Richardson Memorial

It was agreed that the Award criteria should have no age limit and to take out the word 'youth'.

15. Parish Council Meetings

It was agreed to keep the meetings to 10 a year and the suggested dates for 2018.

16. Finance

- i. Cllr Rea proposed, Cllr Lydon seconded and all approved the first quarter reconciliation as at end of June 2017.
- ii. Cllr Lydon proposed, Cllr Griffin seconded and all approved a grant of £50 be paid to the Charlotte and Craig Saving Hearts Foundation following the defibrillator training which was given free of charge.
- iii. Deposit account as at 31 August 2017 - £13,581.51
Current account as at 31 August 2017 - £65.42
Cheques still to go through:
 - a. Dodford Village Hall - £180.00Bank transfer still to go through:
 - a. HM Revenue & Customs - £76.60Payments by Cheque for September – Acceptance proposed by Cllr Rea and seconded by Cllr Lydon:
 - a. Grant Thornton (audit fee) - £120.00
 - b. ALCC (Clerk Annual Membership Fee) - £10.00
 - c. SLCC (Clerk Annual Membership Fee) - £93.00Payments by bank transfer for September – Acceptance proposed by Cllr Rea and seconded by Cllr Lydon:
 - a. Clerk's salary - £306.61
 - b. Clerk's expenses - £63.47 (Use of telephone and internet line £15; storage £15; travel 30 miles @ 45p/mile £13.50; stationery: labels, file wallets and paper £19.97)
 - c. HM Revenue and Customs - £76.60
 - d. Lengthsman duties for August plus petrol - £207.00
 - e. Christine Thomas (purchase of two Amazon Vouchers for Phil Richardson Award) - £50.00

17. Correspondence received – for information

Correspondence received was noted.

18. Councillors items

- i. Is the hard standing on the Dodford Inn car park, which used to be a field, permitted?
- ii. On footpath 535 out from the wood into tidy paddock another post has been erected behind the gate with barbed wire.
- iii. New access with a new gateway into a field off Woodcote Lane just before Holly Cottage.
- iv. Footpaths 540 and 539 signage is missing.
- v. Suggestions for future monitoring of footpaths to be discussed at next meeting:
 - a. Pay more for the Lengthsman to look at footpaths
 - b. Appoint an honorary footpath officer
 - c. Ask dog walkers to split up the village and if they see an issue photograph the issue and notify the Clerk of the location with the photo.

The meeting was closed at 9.30 pm.

Signed.....Chairman