

Dodderhill Parish Council

Meeting of the Parish Council held at 7:30PM on Monday 3rd July 2017 at
Wychbold Community Centre, School Road, Wychbold, WR9 7PU

Minutes

Present: Alyson Keane (Chair), Adam Joynes, Louise Leadbeater, Mike Jones, Jo Lammas, Doug Webb, Lady Anne Judge, Suzanne Shinn

In attendance: David Hunter-Miller (Clerk), Peter Tomlinson (County Councillor)

1. Apologies for absence

Apologies were received from Sean Mulvey and Hugh Hamilton (District Councillor).

2. Declarations of interest

Nil declared.

3. Dispensations

Nil received.

4. To consider and adopt the minutes from the Parish Council meeting on 19th June 2017

The minutes were agreed and signed as a true record by the Chair.

5. Progress reports:

1. Youth Club

It was noted that the Youth Club had been cancelled again. It was agreed that the Clerk would bring the concerns of the Parish Council to the attention of the YMCA.

6. Open Session:

1. To receive a report by the District Councillor

No report available.

2. To receive a report by the County Councillor

Peter Tomlinson provided an update on County Council matters and confirmed that he was always available to answer enquiries received between meetings. Peter Tomlinson had been appointed Chairman of the County Council's Standards and Ethics Committee and a member of the Health Overview Scrutiny Committee and an update was given on these roles.

The Parish Council asked if it was possible to review the traffic lights at the motorway junction as these were causing long delays on the A38. A resident raised concern

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regarding the poor surface condition of the A38. Peter Tomlinson agreed to look into the concerns raised.

3. Public participation

No questions were received from the public.

7. Wychbold First and Nursery School

Claire Howitt (Headteacher, Wychbold First and Nursery School) provided an update on the new Nursery. The Parish Council were asked to consider sponsoring the build in order to provide additional play equipment.

It was agreed that the School would run a competition to design a new logo for the Parish Council, and Cllr Leadbeater would liaise on this project.

A discussion took place on the school's emergency access. It was suggested that the proposed new playing field multi-use games area (MUGA) be positioned directly behind the school to create better links to the facilities and to provide an emergency access.

8. Correspondence

The Council considered correspondence received regarding the need for additional waste bins in Ford Lane. It was agreed that the Clerk would contact Wychavon District Council to check how frequently the existing bin is emptied and, if needed, whether a larger bin could be used.

9. Planning and Updates

- 1. 17/01113/FUL - Land On The West Side Of, 136 Shaw Lane, Stoke Prior, Hanbury. Change of use of land for the storage of 2 caravans, 1 van, 1 car and shed for domestic use, but in association with 138 Shaw Lane.**

The Council agreed to comment on the application, supporting residents' concerns regarding the tidiness of the land and would request that permission is given only for the storage, and not occupation, of the caravans.

10. Grass management schedule

The Parish Council discussed grass cutting matters. It was agreed to ask Stoulton Groundcare to quote for the extra cutting of the headland around the playing field and more frequent cuts of Fiona's Orchard.

11. A38 and its use as a diversion route by Highways England.

This item was covered under '6.2 County Councillor's Report'.

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12. Lighting column 4, St Richards Close

It was agreed that the Clerk would check with Worcestershire County Council regarding the maintenance responsibility for replacement lights.

13. Playground maintenance

The Parish Council considered the quote for maintenance. It was felt that this was non-essential maintenance and should be deferred. It was agreed to ask for future playground inspections to highlight urgent items requiring prompt attention.

14. Training

The Parish Council considered the training schedule published by Worcestershire CALC.

15. Finance:

- 1. Clerks salary and expenses £1084.47**
- 2. HMRC PAYE £32.23**
- 3. Iain Selkirk (internal audit) £190.00**
- 4. Brookside Fire Services Ltd. £57.40**
- 5. David Miles (Lengthsman) £180.00**
- 6. British Telecommunications PLC £93.00**

The Clerk confirmed that the item '15.1 Clerks salary and expenses' contained an error and should be £1052.24. The invoice from Brookside Fire Services could be reduced to £53.40 if settled promptly. All payments were agreed and cheques duly signed.

7. Parish Council bank account update and mandate change

The Clerk provided an update on the Parish Council's bank account changes and the forms to add additional signatories were signed.

16. Village Hall Committee

An update on the Village Hall Committee was given. It was noted that the committee would aim to meet the Sunday before each Parish Council meeting. A new website was being considered to encourage bookings at the village hall.

An update was given on possible ideas for the extension and redevelopment of the village hall. It was agreed to tender for an architect to develop the plans further, an initial budget of £750 was identified for this.

It was agreed to continue payments to the Caretaker and Handyman.

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It was agreed that Clerk would write to the Village Hall Treasurer confirming that these services were no longer required.

It was agreed to appoint an accountant to assist with the preparation of accounts for the Village Hall.

It was agreed that the Parish Council would assist with the routine running of the village hall.

17. Playing Field Improvements

An update was given on the Playing Field Steering Group meeting held on Monday 26th June. Notes were circulated regarding the recommendations and actions of the Steering Group and these were approved by the Parish Council.

The next meeting of the Steering Group would be Monday 10th July at 7:30PM.

18. Councillors' reports and Items for the next agenda

New village gateway signs were requested as the current signs were in poor condition, the Clerk would investigate costs.

It was agreed to include the conclusions of Highways England report in the Parish Magazine.

It was agreed that the Clerk would arrange replacement / refilling of an empty fire extinguisher in the village hall.

It was agreed to add an item to discuss Lengthsman work to future agendas.

19. Date of the next meeting

The date of the next meeting would be changed to Monday 31st July at 7:30PM.



David Hunter-Miller

Clerk and RFO

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