

DODFORD WITH GRAFTON PARISH COUNCIL

DRAFT Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 28 January 2019 in Dodford Village Hall at 7.30pm

Present: Cllrs Rachel Jennings (Chairman) Rory Lydon, Alwyn Rea, Scottie Sanderson and Jonathan Shapiro

In attendance: District Cllr Karen May Clerk Kay Stone and 5 members of the public

1. Apologies

County Cllr Shirley Webb and Cllr Lynne Griffin 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:

- Request for an update on when the painting of the Slow Down Signs in Warbage Lane and Yarnold Lane will take place. The Clerk to check with Richard Clewer and report back to the Parish Council and the resident who raised the matter.
- Two residents explained that all information on siting and using security cameras on properties can be found on the Information Commissioners Office website and the Clerk agreed to include the email address in the minutes for resident's information:
www.ico.org.uk/your-data-matters/domestic-cctv-systems-guidance-for-people-using-cctv/
The Domestic CCTV systems – guidance for people using CCTV is attached to the Minutes.

The meeting reconvened as follows:

4. Minutes of the Meeting held on 26 November 2018

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

5. Reports

- i. A report had been received from County Cllr Webb and was available at the meeting for members of the public.
- ii. District Cllr May reported that
 - a. she will be standing for Belbroughton in the District Council elections but not Dodford although she will shadow the new District Councillor. Disappointment was expressed from the Parish Council;
 - b. Taylor Wimpey are still pursuing planning permission for the Perryfields development and District Councillor May reported on a recent meeting with them;
 - c. she has secured funding from Worcestershire County Council (WCC) to the Stroke Association for a further 12 months;
 - d. she anticipates there will be no library closures, and
 - e. the traffic assessment of the northern part of the County continues.
- iii. No-one was able to attend the CALC Area Meeting on 12 December and so no report.

- iv. There have been postings on Facebook page about the tree felling which will be covered in the Clerk's Report.
- v. The Clerk reported that
 - she had received a phone call from Andrew Bucklitch, Tree Officer at Bromsgrove District Council (BDC) to say he was receiving phone calls from residents about the tree felling which had started on 28 January. The Parish Council were advised at the beginning of October that work would commence but had not been given a start date. The Clerk was asked to respond to David Banks, the Agent for the family who own the woods, to say they were disappointed not to be notified of the exact date and to request that more safety signage is erected at all entrances to the woods and to respond on Facebook accordingly;
 - WCC do not have the budget next year to provide safety equipment and clothing for the Lengthsman and the Lengthsman has advised the Clerk that he will be sourcing these and will be notifying the Parish Councils that he has Contracts with that he will be putting up his hourly rate to cover this expense. The Clerk was instructed to write to WCC Highways to protest that Parish Councils should have been given 12 months' notice and to ask why Highways didn't reduce the Scheme to accommodate for the purchase of the safety equipment. The Clerk was instructed to also write to Worcestershire CALC;
 - she has received the original Report and Statement of Accounts from the external auditor as the Parish Council is exempt from an external audit;
 - the Internal Auditor, Diane Malley is offering £75 fee per annum for a three-year contract or £85 for an annual contract. It was proposed by Cllr Lydon, seconded by Cllr Sanderson and agreed by all to accept the three-year contract;
 - she has received a phone call from a resident asking if she needed planning permission for a horse shelter on wheels to be put in her field in Woodland Road. The Clerk advised her to contact BDC planning officers and the resident was advised by BDC that planning permission was not required, and
 - as the November meeting was held in the Church it was agreed that the Parish Council will give the normal booking fee for the Village Hall to the Church for that meeting.

6. Planning

- i. Approval of the Planning Committee meeting minutes held on 17 December 2018 was proposed by Cllr Shapiro, seconded by Cllr Lydon, agreed by all and signed by the Chairman as a true record.
- ii. BDC has approved the planning applications for Manor Hall, Brooklyn House and Meadow Cottage. Prior approval has been approved by BDC for change of use of agricultural building to create three new dwellings at West Lodge Barn in Swan Lane. The Clerk was asked to investigate the history of planning applications for West Lodge Barn and report back. The Clerk was also instructed to ask why they hadn't been consulted on this application. As there are new Councillors on the Parish Council the Clerk was asked to enquire if planning training can be given again by BDC planning officers.
- iii. No planning appeals or decisions received.
- iv. No enforcement/environmental issues and no update on current enforcements.
- v. No other planning issues.

7. Highways and footpaths

- i. No update has been received from District Cllr May following the Parish Council's request that when residents complete the Public Rights of Way Evidence Form M.O.4 do they have the right to keep their name out of the public domain in accordance with recent GDPR legislation and the Clerk was requested to ask again. A footpath awareness challenge was discussed in the form of a walk with invitations going to the Village Hall users' groups on Sunday 23 June 2019 to celebrate "Dodford Day" (2 July 1849). This item to be put on the next agenda for further discussion.
- ii. A resident has requested information on the Tree Warden and Parish Path Warden vacancies.

- iii. The triangle of land at the Warbage Lane / Priory Road junction to be monitored and kept on the agenda for the time being.
- iv. County Cllr Webb was with the Police on 20 December monitoring speeds in Yarnold Lane (average speeds 8-22mph) and Priory Road (average speeds 12-20mph with one at 33mph). She is getting some dates together in January to do early morning speed monitoring. County Cllr Webb has confirmed the TRO's are in process to continue the yellow lines from the junction of Priory Road from the Church down and along Fockbury Road in front of the School from 60 to 30mph. There will be a consultation period for both TRO's for residents to have their say. After discussion the Clerk was asked to write to John Hobbs at WCC, copying in County Cllr Webb to say that as the consultation has not started, it is not a done deal and the Parish Council are strongly against the additional yellow lines but NOT the speed reduction.
- v. The Clerk was asked to add the phone box to the February agenda.

8. County Councillor Shirley Webb Divisional Funding to be spent by April 2019.

After discussion the Clerk was asked to request how much is available with an idea being articulating a grant for broadband fibre to the Village Hall.

9. Worcestershire County Council Minerals Local Plan

No comments but District Cllr May advised the Parish Council that Veolia are putting in an application again for the land off the A491 at Stoneybridge Island.

10. Dodford Conservation Area

The Clerk confirmed that all owners / occupiers in the extended areas were notified by the BDC Conservation Officer on 27 December with notices displayed in the London Gazette and the Bromsgrove Advertiser on 24 and 21 December respectively.

11. SmartWater Kits Update

- i. The cost to the Parish Council is £1,441.80 + VAT (VAT will be claimed back on 31 January 2019 by the Clerk). The Parish Council will purchase 162 Kits and the Police and Crime Commissioner will purchase 54 Kits. The Village Hall Committee have donated the use of the Village Hall for the roll-outs.
 - a. Mick Simpson will attend with two other Police Officers.
 - b. One person needs to be on the door ticking off the Electoral Roll.
 - c. Some tablets will be available from SmartWater, but an App can be downloaded onto either a tablet or a smart phone, which is needed to register each Kit to each household.
 - d. Need four tables with one volunteer at each with Mick and the Police Officers and once confident volunteers will be able to register Kits.
 - e. Tea, coffee, cakes and biscuits to be provided by the Parish Council.
 - f. Signage to say Dodford and Grafton are SmartWater villages available from the Police at no charge. It was agreed that they should be placed at all entrances to both villages.
 - g. The Clerk to contact the Village Hall Users Groups to see if they wanted to attend to advertise their Clubs.
- ii. Dates for roll-outs – Saturday 16 February, Saturday 2 March and Saturday 30 March all from 10am to 2pm
- iii. It was proposed by Cllr Lydon, seconded by Cllr Sanderson and agreed by all that a mail shot should go out to all households announcing the roll-outs.

12. Safety Campaign

To be deferred to the February meeting.

13. Parish Council meetings in 2019

28 January, 25 February, 25 March, 15 April, 13 May (Annual Meeting of the Council at 6.30pm and Annual Parish Meeting at 7.30pm), 24 June, 22 July, 23 September, 28 October and 25 November.

14. Finance

- i. The Precept of £11,478 was agreed - no increase on last year.
- ii. The quarterly reconciliation as at end of December 2018 was presented and Cllr Sanderson confirmed the financial information was correct.
- iii. The December Financial Report:
Deposit account as at 30 November 2018 - £17,458.56
Current account as at 30 November 2018 - £127.19
Payments by bank transfer for December – Acceptance proposed by Cllr Shapiro and seconded by Cllr Sanderson:
 - a. Clerk’s salary - £355.45
 - b. HM Revenue and Customs - £88.80
- iv. The January Financial Report:
Deposit account as at 28 December 2018 - £16,959.31
Current account as at 28 December 2018 - £392.94
Payments by bank transfer for December – Acceptance proposed by Cllr Shapiro and seconded by Cllr Sanderson:
 - c. Clerk’s salary - £355.45
 - d. Clerk’s expenses - £297.54 (Use of telephone and internet line for December and January £10; storage for December and January £10; travel 18 miles @ 45p/mile £8.10; postage for Christmas newsletter mailing £185.60; envelopes £22.47; black and colour printer ink cartridges £56.38 and paper £4.99)
 - e. HM Revenue and Customs - £88.80
 - f. Lengthsman duties for December - £200.00
 - g. Parish Magazine Printing – printing of Christmas Newsletters and Phil Richardson Community Award Nomination Forms - £70.40
 - h. Payment already made by bank transfer on 25 January as authorised in advance at the November meeting – SmartWater – purchase of 162 SmartWater Kits - £1,730.16
 - i. Payment for information to Public Works Loan Board by direct debt on 18 February - £883.62

15. Correspondence received – for information

Correspondence received was noted and the Clerk was asked to forward the resident’s email about beer cans in hedges to District Cllr May.

16. Councillor Co-option

No applications have been received.

17. Councillors items

Cllr Jennings queried if hedge cutting trimmings should be cleared up by the person cutting the hedges. The footpath on Priory Road is covered with hedge cutting trimmings and the Clerk was instructed to ask the Lengthsman to clear them away.

The meeting was closed at 9.57pm

Signed.....Chairman