

DODFORD WITH GRAFTON PARISH COUNCIL

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

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

In attendance: District Cllr Drew Beaumont, Clerk Kay Stone and four members of the public

1. Apologies

County Cllr Shirley Webb and Parish Cllr Scottie Sanderson gave their apologies, reasons for which were accepted.

2. Declarations of interest

- i. None
- ii. None

3. Dispensations

No dispensation requests received.

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

- Thanks were expressed to the Parish Council for their comments on a recent planning application.

The meeting reconvened as follows:

4. Minutes of the Meeting held on 22 July 2019 and 23 September 2019

- i. Approval of the Minutes for 22 July was proposed by Cllr Lydon and seconded by Cllr Shapiro, agreed by all and then signed by the Vice Chairman as being a true record.
- ii. Approval of the Minutes for 23 September was proposed by Cllr Rea and seconded by Cllr Shapiro, agreed by all and then signed by Cllr Rea as being a true record.

5. Reports

- i. No report has been received from County Cllr Webb.
- ii. District Cllr Beaumont reported on
 - a. the CPRE AGM being held at Parkside on 12 November at 7pm, and
 - b. the District Council planning committee meeting to be held on 31 October to discuss the Whitford Road development. Parish Councillors are concerned that Dodford could become a rat race if permission is granted and requested that the infrastructure is in place before development of the estate. The Parish Council asked Cllr Beaumont if the houses would all have electric charging points, solar panels and insulation.
- iii. Neither Cllr Rea nor the Clerk were able to attend the Worcestershire County Council (WCC) Annual Parish Meeting held on 15 October.
- iv. No recent activity on the Dodford Residents Facebook page of concern to the Parish Council.
- v. The Clerk reported that
 - a. she had put a piece in the parish magazine asking for residents who could help with snow clearance. This was also sent to the resident's email address list;
 - b. the Village Hall Committee had expressed their thanks to the Parish Council for their contribution towards the costs of installing Wi-Fi;
 - c. the Head Teacher at Dodford School had brought to the Clerk's attention the overgrown hedges in Priory Road between the School and the Church, and the Clerk confirmed she had requested the Lengthsman to deal with this, and

- d. she is meeting with the Police on Tuesday 29 October to put up the SmartWater signs around Dodford and Grafton.

6. Planning

- i. Approval of the Planning Committee Meeting Minutes held on 16 September was proposed by Cllr Rae, seconded by Cllr Jennings, agreed by all and then signed by the Chairman as being a true record. Approval of the Planning Committee Meeting Minutes held on 21 October was proposed by Cllr Lydon, seconded by Cllr Jennings, agreed by all and then signed by the Chairman as being a true record.
- ii. No planning application consultations received.
- iii. No planning decisions received.
- iv. No planning appeals or decisions have been received
- v. No enforcement or environmental issues to be discussed.
- vi. After lengthy discussion it was agreed that the Parish Council will send an official complaint to Bromsgrove District Council (BDC) planning department. The first draft to be undertaken by the Clerk which Cllr Shapiro will expand on and then to be circulated to the Parish Council before the next meeting.
- vii. Ruth Bamford had confirmed that the extra funding from the Government will “deal with enforcement cases in the Green Belt with a particular emphasis on unauthorised encampments. Some of the monies will be used to resource back office procedures related to enforcement processes.”
- viii. It was agreed that the information sheet on comments / objections to planning applications will be sent out with the Christmas newsletter.
- ix. It was agreed that the current Parish Plan is old and out of date and needs to be stood down. The Parish Plan could form a theme for the Annual Parish Meeting in May 2020 with the Parish Council putting some ideas down for residents to look at with the outcome at the Annual Parish Meeting. The Clerk to confirm if the current Parish Plan is on the Parish Council website and to mention in the Christmas newsletter that the current Parish Plan is no longer relevant and that the Parish Council will be working with the parish going forward.
- x. There were no other planning issues.

7. Highways and footpaths

- i. Cllr Lydon produced documents relating to footpaths and public rights of way, particularly those shown on the Dodford Circular Walk publication produced by BDC. If footpaths are not put on the Definitive Map by 2022 then the footpaths will be lost. It was agreed that this should be an item for discussion at the Annual Parish Meeting and in the meantime, the Clerk to upload the Definitive Map on to the Parish Council web site.
- ii. Cllr Rea had contacted Men in Sheds but were unable to advise the Parish Council what to do about turning the phone box into a book exchange. The Clerk to put a piece in the Christmas newsletter.
- iii. WCC had informed the Parish Council through Cllr Webb that they recommended that the current road marking layout on the Kidderminster Road at the Fockbury Road junction did not need changing. Before the meeting, Cllr Webb notified the Parish Council that WCC will be revisiting this junction after another complaint was received.
- iv. The positioning of the white gates is not possible under WCC guidelines and the Parish Council will wait for the speed reduction consultation before pursuing further.
- v. Royal Mail Collections Manager has advised that the post boxes do not have SmartWater of theft identifying spray on them, but they are able to identify individual post boxes by other means.
- vi. The Clerk updated on a resident’s report of signposts being painted over on footpaths and some other issues. The Footpath Officer has met with the resident and dealt with issues raised.

8. Bromsgrove District Plan Review Updated & Call for Sites Consultation

Cllr Rea reported on the Review and after discussion it was agreed that the Parish Council ask BDC to take account of Conservation Areas when determining developments and to insist that infrastructure is put in place prior to the development.

9. Parish Council Grants

It was agreed that the Clerk should write to potential grant recipients for them to send in their grant requests with one potential recipient having a proviso built into the grant.

10. CALC Model Complaints Procedure

To be kept on the agenda for the next meeting.

11. Client and Lickey Hills Area – Landscape Value Study

Cllr Rea reported that there was no direct effect on Dodford, and the Parish Council noted the Study.

12. Phil Richardson Community Award

It was proposed by Cllr Lydon, seconded by Cllr Griffin and agreed by all, that this should include groups going forward and for the nomination form to be sent with the Christmas newsletter. The Clerk to reword the nomination form and circulate prior to the next meeting.

13. Christmas Newsletter 2019

Changes to be made as discussed earlier in the meeting and the Clerk to recirculate prior to the next meeting.

14. 2020 Council Meeting Dates

Noted.

15. Junior Parish Council

To be deferred to the next meeting.

16. Finance

- i. Cllr Sanderson had confirmed prior to the meeting that the financial statements were all in order. Acceptance of the Q2 reconciliation and budget was proposed by Cllr Rea and seconded by Cllr Jennings.
- ii. The October Financial Report:
 - Deposit account as at 30 September 2019 - £14,204.11
 - Current account as at 30 September 2019 - £215.81
 - Payments by bank transfer for October – Acceptance proposed by Cllr Rea and seconded by Cllr Lydon:
 - a. Clerk's salary - £364.86
 - b. Clerk's expenses - £156.04 (Travel 20 miles at 0.45p per mile £9.00; storage £5; use of telephone and internet £5; stationery – note pad £3.99; stationery – black printer ink £27.05, and SLCC (Society of Local Council Clerks) membership renewal £106.00
 - c. HM Revenue and Customs - £91.00
 - d. Lengthsman – duties for October plus petrol - £210.00
 - e. Dodford Village Hall – hire of hall on 24 June and 22 July - £28.00
 - f. ALCC (Association of Local Council Clerks) membership renewal - £40.00
 - g. Rachel Jennings – refund of Phil Richardson Community Award gift voucher - £50
 - h. Dodford Village Hall Committee – One off Wi-Fi set up payment as agreed at September meeting and payment made 24 September - £139.11

17. Correspondence received – for information

Correspondence received was noted and after Cllr Rea reported on the West Mercia Police and Crime Commissioner's Rural Crime Strategy consultation, the Clerk was asked to respond that the Parish Council welcomed his proposed Strategy

18. Councillors items

- i. Cllr Griffin asked that the footpath sign currently on the ground behind the Village Hall be reinstated in the hedge.
- ii. Cllr Lydon reported receiving comments from a resident on the erection of a building and the Clerk was asked to bring this to the planning department's attention.

The meeting was closed to the public at 10.03pm.

19. Casual Vacancy

An application has been received and the Clerk to write to the applicant inviting them to co-opt on to the Parish Council.

Signed.....Chairman