

## **DODFORD WITH GRAFTON PARISH COUNCIL**

**DRAFT Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 30 March 2020 virtually by zoom.com (due to the Coronavirus Lockdown) at 7.30pm**

**Present:** Cllrs Lynne Griffin, Rachel Jennings, Scottie Sanderson, and Jonathan Shapiro

**In attendance:** District Cllr Drew Beaumont, Clerk Kay Stone

### **1. Apologies**

Parish Cllrs Rory Lydon and Alwyn Rea gave their apologies, reasons for which were accepted.

### **2. Declarations of interest**

- i. None
- ii. None

### **3. Dispensations**

None

No members of the public attended the meeting and so the meeting was not adjourned.

### **4. Meetings**

Cllr Griffin proposed, Cllr Shapiro seconded, and all approved the following:

- i. approval of the holding of future Council and Planning Committee meetings by video conference facilities during periods when face to face meetings are not possible;
- ii. approval of the postponement of the Annual Parish Meeting and the Annual Parish Council Meeting, and
- iii. approval of the Minutes held on 24 February. The Minutes will be signed at the next face to face meeting.

### **5. Scheme of Delegation**

Cllr Shapiro proposed, Cllr Jennings seconded, and all approved the following:

- i. to delegate the postponement of future meetings of the Council or its Committees to the Clerk should this be required, in consultation with the Council Chairman, or in his/her absence, the Vice Chairman;
- ii. if required the Clerk may respond to planning applications, after consultation via electronic means with members, and
- iii. should the Parish Council be unable to meet, to permit the clerk to spend specific items as set out in the Parish Council's budget, any such payments to be reported to the Council at its next meeting.

### **6. Annual Governance and Accountability Return 2019/2020**

Cllr Sanderson proposed, Cllr Griffin seconded, and all approved the following:

- i. to note that the internal audit procedures may be delayed and that the external audit deadline is extended from 30 June 2020 to 30 September 2020, and
- ii. to agree that, if required, the Annual Governance Statement and Accounting Statement forms, after approval by the Parish Council, will be posted to and then signed by the Chairman and Clerk.

### **7. Reports**

- i. No report received from County Cllr Webb.
- ii. District Cllr Beaumont reported that all services have closed at Bromsgrove District Council (BDC) and will be concentrating on core business. Parks play areas, Sanders Park café, Shop Mobility, public toilets, cemeteries, markets and recycling centres all closed. Grey bin waste collections will continue but residents are advised to double bag and leave 72 hours before

putting in the bin. Garden waste collections have been suspended and payments will carry through into next year. Planning committee meetings are cancelled. Car park charges stopped in Bromsgrove. Cllr Jennings asked Cllr Beaumont if BDC are planning a three-month holiday break from Council Tax and he will investigate and report back.

- iii. The Clerk reported that she is regularly putting updates from WCC, BDC and West Mercia Police on the Dodford Residents Facebook Page during the Coronavirus situation. There have been postings about people walking across farmers fields with loose dogs. The Clerk was asked to put a notice on Facebook Page referring to reporting any blockages, broken stiles and to remind walkers to keep to footpaths and keep dogs on leads in a field where there is livestock.
- iv. The Clerk reported that
  - a. Zoom.com is free for 40 minutes and the monthly charge is £11.99 for a 24-hour meeting – only an extra £1.99 over the cost of hall hire. Planning Committee meetings may also be held in the same monthly period.
  - b. She had sent an email requesting permission to renew the contract with the Lengthsman and Cllrs Jennings, Rea, Sanderson and Lydon agreed. Worcestershire County Council (WCC) are operating the Lengthsman scheme 2020/21 and as soon as the Agreement is received from them, the Clerk will issue a contract to the Lengthsman.
  - c. Membership fee for Worcestershire CALC for 2020/21 is £462.24 (last year £429.73). Cllr Jennings proposed, Cllr Sanderson seconded, and all agreed to renew the membership.
  - d. There will be a road closure for that part of Cockshutt Lane from its junction with Snakes Lake Lane to its junction with Brimstone Lane to replace/renew manhole cover and frame for maximum of three days commencing 4 May 2020.

## **8. Planning**

- i. 19/0123 – Land SW of Saltbay Farm, Yarnold Lane was refused by BDC.
- ii. No planning appeals or decisions received.
- iii. Cllr Jennings has received a lengthy report from BDC on the latest enforcement issue. The Clerk to forward on to other Parish Councillors.
- iv. The Clerk had sent a report on the meeting between Ruth Bamford and Dale Birch of BDC planning and Cllrs Jennings, Lydon, Shapiro and the Clerk on 26 February to Parish Councillors prior to the meeting.
- v. The Clerk had sent a report on the meeting with Mike Dunphy of BDC on 10 March to discuss the effect the proposed Perryfields development will have. Cllr Shapiro represented the Parish Council and pointed out an error in the Clerk's report on the meeting. The Clerk had said there is to be a financial contribution from the NHS – this should have read the NHS will be asking for funding.

## **9. Highways and footpaths**

- i. The Clerk had circulated the requested speeding figures from WCC Highways. On the evidence presented to the Parish Council and after discussion the Clerk was instructed to respond to the 30mph speed restriction around the School....On the evidence presented to the Parish Council, the Parish Council do not see the necessity for the speed restriction and question the use of the money.
- ii. Bromsgrove Advertiser have said they no longer drop off free papers.
- iii. A resident has complained of the footpath being blocked at the back of Yarnold Lane cottages. This has been reported to the Footpath Officer. It was pointed out that the gate to The Dodford Inn has been closed with no access to the permitted right of way. Cllr Shapiro reported on a fallen tree on a footpath in Brimstone Lane. Cllr Shapiro to report it with a photograph.

## **10. Environmental Community Clean-up Projects**

The Parish Council has been successful in applying for a grant for £300 to buy safety equipment, bags etc for annual village clean around Dodford Day.

### **11. Parish Council Grants**

The Clerk had written to Dodford Village Hall Committee asking them to give a reason for the grant request with a request for a specific figure with a breakdown of costs of a specific project that they have in mind. No reply has been received but as the Village Hall is closed during the current Coronavirus situation, the Committee may not be meeting.

### **12. Phil Richard Community Award 2020**

No nominations received to date but a request for a form has been received following reminder in the Parish Magazine and emails.

### **13. Finance**

The March Financial Report:

Deposit account as at 28 February 2020 - £14,696.86

Current account as at 28 February 2020 - £465.34

Payments made by bank transfer for March on 24 March – Acceptance proposed by Cllr Griffin and seconded by Cllr Jennings:

- a. Clerk's salary - £379.44
- b. Clerk's expenses - £425.29 (Travel 8 miles at 0.45p per mile £3.60; storage £5; use of telephone and internet £5; car parking at Redditch for meeting with BDC planning office £2.50; stationery – postage stamps bought in advance for Annual Report and Christmas newsletter mailing £378.20 and black printer ink £30.99)
- c. HM Revenue and Customs - £94.80
- d. Lengthsman duties for February - £200

### **14. Correspondence received – for information**

Correspondence received was noted. Cllr Shapiro requested a copy of the BDC bin collection letter received by a resident in Worms Ash. District Cllr Beaumont to make enquiries. By email Cllr Rea had requested the information on burning of wood be included in resident's emails and the Parish Magazine.

### **15. Councillors items**

- i. Cllr Shapiro pointed out footings being put in at a property in Bromsgrove Road by the Clock Tower. The Clerk to make enquiries with BDC through Dale Birch.
- ii. Cllr Jennings pointed out that at the barn conversion in Fockbury Road the hedge had been replaced by brown wooden fencing. The Clerk to make enquiries again with Dale Birch

### **16. Casual Vacancy**

No applications received and it was suggested notification of the Casual Vacancy to be put on the Village Facebook page.

The meeting was closed at 8.36pm.

Signed.....Chairman