

DODFORD WITH GRAFTON PARISH COUNCIL

DRAFT Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 19 April 2021 virtually by zoom.com at 7.30pm

Present: Cllrs Scott Fuller, Lynne Griffin, Rachel Jennings (Chairman), Rory Lydon (Vice Chairman), Scottie Sanderson, Jenni Schuett, and Jonathan Shapiro

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

1. Apologies

County Cllr Shirley Webb and District Cllr Drew Beaumont

2. Declarations of interest

- i. None
- ii. None

3. Dispensations

Cllr Scottie Sanderson on agenda item 8 to take part in discussions and vote. Cllr Rory Lydon on agenda item 8 to take part in discussions and vote and also for any following meeting where this item is discussed. Both dispensations were approved

The meeting was adjourned to allow members of the public attending the meeting to raise matters of interest. There were no issues and so the meeting continued as follows:

4. Meetings

- i. Cllr Shapiro proposed, Cllr Lydon seconded, and all approved the minutes for the meeting held on 22 March. The minutes will be signed at the next face to face meeting.
- ii. The Clerk reported that Lawyers in Local Government announced that their court application, made with Association of Democratic Officers and Hertfordshire County Council will be heard on 21 April 2021 in the Administrative Court. The application seeks a declaration that the existing provision to allow local authorities to meet remotely. In the meantime, NALC advise that councils make any necessary arrangements for meetings from 7 May 2021 to be held within current government guidelines.
- iii. The Village Hall will reopen fully on 21 June and they will put in place where possible the necessary requirements for cleaning and sterilisation. However, this may include hirers being responsible for cleaning the areas they use before and after use. After discussion it was agreed that Cllr Jennings will approach the Church to see if meetings for the rest of the year can take place in the Church (28 June, 26 July, 27 September, 25 October, and 22 November). The dates are also booked in at the Village Hall.
- iv. Dates of next three meetings
 - a. Annual Parish Meeting – Monday 26 April at 7.30pm via zoom.com. The Clerk to invite the West Mercia Police Rural and Business Crime Officer and also Mary Worsfold, Bromsgrove District Council (BDC) Conservation Area to speak.
 - b. Annual Meeting of the Parish Council – Saturday 1 May at 9am via zoom.com
 - c. Full Parish Council meeting – Monday 28 June at 7.30pm face to face either in the Church or the Village Hall

5. Reports

- i. No report received from County Cllr Webb as she is in purdah.
- ii. District Cllr Beaumont reported that
 - a. work cannot take place to alleviate flooding in Bungay Lake Lane until the bird nesting season is over as it involves the removal of a number of bushes and mature trees. They intend to start the work as soon as possible after 30 September;

- b. Yarnold Lane Saltbay Farm. Cllr Beaumont has checked the Land Registry which has not yet been updated to reflect the change of ownership, but it does confirm that Mr Nunn is no longer the owner. Recent activity suggests an exploratory dig in Yarnold Lane and the uncovering of the Severn Trent Water box. Nothing can be done until and if a transgression of the planning application takes place. The Clerk was asked to thank Cllr Beaumont for his report and to enquire as to whether the new owners had connected in to the Severn Trent pipe;
- c. Tarek Ball (BDC Tree Officer) visited Sumach on 19 April. It would appear the owner had not given the LPA any notification and he will revisit the site on 20 April. Cllr Beaumont to keep the Parish Council updated;
- d. there is no progress with the Yarnold Lane sign, and
- e. nothing significant to report on BDC.
- iii. Nothing to report on Social Media activity.
- iv. The Clerk reported that
 - a. Upton Warren Parish Council thanked Dodford with Grafton Parish Council for their support in a recent planning application;
 - b. Cllr Webb will ask the question about traffic monitoring through Dodford before and after the Perryfields Development;
 - c. she had received a letter of thanks from Dodford Children's Holiday Farm for the Parish Council Grant, and
 - d. her timesheets had an error in one of the cells for October 2020 which had carried forward to March 2021 and there is now no need to discuss item 18 in camera as the overtime no longer exists.

6. Planning

- i. Cllr Lydon proposed, Cllr Griffin seconded, and all approved the acceptance of the minutes of the planning committee meeting held on 29 March. The minutes will be signed at the next face to face meeting.
- ii. BDC has granted permission for Walnut Tree House and The Range.
- iii. No planning appeals or decisions received.
- iv. All reported potential breaches are in the queue and the Parish Council will be updated by BDC as and when. The Clerk was asked to report the removal of the hedge at Sumach to West Mercia Police Wildlife Crime team and also to Mary Worsfold (BDC Conservation Officer)

7. Highways and footpaths

- i. The repair work on the Priory Road footpath has not been started yet.
- ii. Cllr Jennings reported a footpath in Big Wood needs tidying up and the Clerk to send her a map to identify which path.
- iii. It would appear that the Worcestershire County Council (WCC) Highways criteria will prevent white gates being installed. The Clerk was asked to see if WCC will change the Dodford village signs to add the words A Chartist Village and possibly also display the trefoil. The grant from Cllr Webb could be used to offset the cost.
- iv. The footpath information sheet to be sent out with the Annual Report was agreed with slight amendments and will be sent out with the footpath map and WCC Public Rights of Way Evidence Form. Cllr Jennings proposed, Cllr Lydon seconded, and all approved the extra expenditure involved.
- v. Bournheath Parish Council Vice Chairman, Karen May still to report on her visits to businesses in Yarnold Lane.
- vi. The issue of the flooding in Bungay Lake Lane was updated by District Cllr Beaumont in his report.

8. Memorial Garden

- i. Cllr Lydon proposed an anonymous vote to have a single winner or not. Councillors emailed the Clerk during the meeting who announced that the majority was against a single winner.

- ii. The Clerk to write to the entrants to ask if they would be prepared to collaborate as the standard was so high a decision by the Parish Council could not be reached.
- iii. Various suggestions for judges were discussed which could include two residents and a professional landscaper from outside the village but no decision made.
- iv. The Clerk to send one of the designs with many aspects to WCC Highways to ask if it would meet their criteria and report back.
- v. Cllrs Jennings, Griffin and Schuett to then form a sub committee to report back to the full Council in June.

9. Annual Report

All approved the draft.

10. Phil Richardson Community Award 2021

No nomination forms received to date and the Parish Council to look at holding this Award every other year from 2021 onwards.

11. Insurance Renewal

The Clerk presented three quotes and it was proposed by Cllr Sanderson, seconded by Cllr Jennings, and approved by all to accept the three year quote from Hiscox. The Clerk to confirm if there is an age limit and report back.

12. Worcestershire CALC

It was proposed by Cllr Jennings, seconded by Cllr Shapiro, and agreed by all to renew the CALC membership for 2021/2022.

13. Feeding Livestock

No response from the School regarding posters and Cllr Shapiro will chase.

14. Parish Council Grants

With a slight amendment, the draft for the Grant Criteria was approved and thanks from all were extended to Cllr Shapiro for his work on this document.

15. Finance

- i. The approval of the external auditor's Certificate of Exemption – AGAR 2020/2021 Part 2 was proposed by Cllr Griffin, seconded by Cllr Lydon, and agreed by all. The Clerk to send the document to Cllr Jennings for signature.
- ii. The final quarter reconciliation and budget explanation had previously been circulated to Councillors and its approval was proposed by Cllr Sanderson, seconded by Cllr Lydon, and agreed by all
- iii. The April Financial Report:
 - Deposit account as at 29 March 2021 - £17,450.04
 - Current account as at 29 March 2021 - £187.27
 - Payments to be made by bank transfer on 20 April 2021 – Acceptance proposed by Cllr Jennings, seconded by Cllr Fuller, and agreed by all:
 - a. Clerk's salary - £412.14
 - b. Clerk's expenses - £281.16 (Storage £5; use of telephone and internet £5; Postage stamps for Annual Report mailing £231.00; Stationery – index tabs for auditor book £4.19; Stationery – address labels for Annual Report mailing £6.00 and envelopes for Annual Report mailing £29.97)
 - c. HM Revenue and Customs - £103.00
 - d. Lengthsman duties for March - £200.00
 - e. Worcestershire CALC – Renewal of 2021/2022 Membership - £551.67

For information – Dodford Children's Holiday Farm grant paid 24 March 2021 approved at March meeting £406.80

16. Correspondence received – for information

- i. A resident in Victoria Road is concerned about the verge outside their property consistently being eroded by large lorries and a telegraph pole is starting to tilt. This has been reported to Cllr Webb who has asked for a WCC safety officer to assess the area.
- ii. A leaflet from the Royal British Legion giving prices for Tommy signs has been received and the Clerk to circulate to Councillors.

17. Councillors items

No Councillor items.

The meeting was closed at 9.14pm.

Signed.....Chairman