

## **DODFORD WITH GRAFTON PARISH COUNCIL**

### **DRAFT Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 28 June 2021 in Dodford Church at 7.30pm**

**Present:** Cllrs, Rachel Jennings (Chairman) Scottie Sanderson, Jenni Schuett, and Jonathan Shapiro

**In attendance:** County Cllr Shirley Webb, Clerk Kay Stone and one member of the public

#### **1. Apologies**

Cllrs Scott Fuller, Lynne Griffin, Rory Lydon (Vice Chairman) and District Cllr Drew Beaumont

#### **2. Declaration of Acceptance of Office**

Cllr Shapiro was unable to attend the meeting on 1 May and so he read out his declaration of office. This will be signed by him and the Clerk when current health restrictions permit.

#### **3. Declarations and Register of interest**

- i. None
- ii. Cllr Sanderson for item 9
- iii. Cllrs Griffin, Jennings, Shapiro, Schuett confirmed their Register of Interest is up to date. Cllr Sanderson has updated his. Cllrs Lydon and Fuller to confirm theirs with the Clerk.

#### **4. Dispensations**

Cllr Scottie Sanderson on agenda item 9 to take part in discussions. The dispensation request was approved.

The meeting was adjourned to allow members of the public attending the meeting to raise matters of interest. The resident attending wished to discuss the extent to which Bromsgrove District Council (BDC) is helping to support and preserve Dodford Conservation Area. This item to be discussed under item 7iv.

The meeting continued as follows:

#### **5. Meetings**

- i. Cllr Schuett proposed, Cllr Sanderson seconded, and all approved the minutes for the meeting held on 1 May. The minutes will be signed when current health restrictions permit.
- ii. It was agreed to move the July meeting from Monday 26 July to Tuesday 20 July in Dodford Church.
- iii. It was proposed by Cllr Sanderson, seconded by Cllr Shapiro, and agreed by all to pay the Church the normal meeting room rate. It was further agreed to continue with Zoom subscriptions for the time being to allow for changes in Government legislation.

#### **6. Reports**

- i. County Cllr Webb reported that
  - a. the WCC Design and Build Team have visited Yarnold Lane and Fockbury Road to look at the many pot holes,
  - b. the footpath on Priory Road is still to be repaired, and
  - c. PC Stone should have given more notice to the Parish Council about the PACT meeting held on 3 June on the Village Hall Car Park. Only two residents attended.
- ii. District Cllr Beaumont was unable to attend but had advised the Clerk that BDC is returning to normality with regard to meetings. The June full council meeting has been cancelled and the next one is 14 July.
- iii. As no-one was able to attend the CALC Area Meeting on 9 June, there is no report.
- iv. A resident has reported that repairs to the entrance to the woods has been carried out for which he was grateful.

v. The Clerk has received a reminder from BDC about the BARN grant received last year for a Litter Pick Up event. After discussion it was agreed this should go ahead this summer during the school holidays and possibly a weekday evening. The Clerk to contact Dodford Children's Holiday Farm to ask if they would be willing to be the hosting venue for meeting up and refreshments. The Parish Council to fund all expenditure using the BARN grant.

## **7. Planning**

i. Item 7iv was brought forward to allow County Cllr Webb to leave after the discussion. Cllrs Schuett and Shapiro gave a report on their meeting with the owner of Sumach where his future plans for the property and garden were discussed. The owner has not broken any rules and is waiting for advice from BDC Tree Officer on what he should plant. County Cllr Webb offered to ask the Tree Officer to get in touch with the owner. It was agreed that as the boundary to the property is now railway sleepers and metal that a slow sign should be painted before the bend to prevent accidents. County Cllr Webb to request this from WCC Highways. County Cllr Webb will also ask Richard Clewer to revisit the in and out drive. County Cllr Webb also offered to contact BDC planning for progress and the Tree Officer for a report on his recommendations.

At this point County Cllr Webb left the meeting

- ii. Cllr Schuett proposed, Cllr Sanderson seconded, and all approved the acceptance of the minutes of the planning committee meeting held on 14 June. The minutes will be signed when current health restrictions permit.
- iii. No planning decisions received.
- iv. No planning appeals or decisions received.
- v. Cllr Schuett attended planning training where Ruth Bamford (BDC Head of Planning) spoke and gave a report on how the Local Plan and National Planning Policy Framework should be consulted when responding to planning applications. Cllr Jennings suggested that Cllr Lydon's idea of an Article 4 should be revisited. This to be put on the next agenda.  
The Clerk to make enquiries to BDC Planning about work being carried out at West Lea.

## **8. Highways and footpaths**

- i. The repair work on the Priory Road footpath has not been started yet.
- ii. Three reports on footpath issues:
  - a. A stile and bordering fence are falling down in a field which runs from Dingleside to the builders' yard in Yarnold Lane. The stile can be reported to Worcestershire County Council (WCC), but the fence is the landowner's responsibility. There has recently been an issue with a dangerous tree in the hedge of this field and County Cllr Webb had previously asked WCC who owned this field. The Clerk to contact County Cllr Webb.
  - b. Nettles on a footpath in Fockbury Mill Lane. The resident who reported this is to be asked to identify the area on a map which Cllr Fuller has provided, and he will then report it to WCC.
  - c. A resident has complained that the hedge outside Chelwood needs cutting back as parents and children are having to walk in the road past parked cars. The Clerk to write to the owners.
- iii. The Clerk to ask County Cllr Webb for an update on the Parish Council's request for traffic monitoring through Dodford before and after the Perryfields development.
- iv. No responses from residents on the losing historic footpaths leaflet. The Clerk to put a reminder in the Parish Magazine, the email circulation list and Facebook.
- v. The route for the Birmingham St Mary's Hospice "Ride the Reservoir 2021" on Sunday 18 July was noted. The Clerk has advised residents through the Parish Magazine, the email circulation list and Facebook.

## **9. Memorial Garden**

- i. The entrants have agreed to a collaboration approach to the Memorial Garden design.

- ii. WCC Highways have made a couple of minor changes regarding one of the designs submitted to allow for sight safety on the corner.
- iii. A working party was suggested with the entrants and Cllr Schuett to progress this. Cllr Schuett and Cllr Sanderson to liaise about using Alpaca Café as the venue is safe for outside social distancing. The Clerk to then write to the entrants sending them copies of all the designs.

#### **10. New Residents Welcome Pack**

To be postponed to the July meeting.

#### **11. Signage in Priory Road**

This was discussed under item 7iv. County Cllr Webb to request a painted slow sign for the bend outside Sumach.

#### **12. Phil Richardson Community Award 2021**

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

#### **13. Feeding Livestock**

Children at Dodford First School have designed various posters. Cllr Shapiro to circulate to the Parish Council and the designs to be displayed on Facebook for residents to download and display where appropriate.

#### **14. West Mercia Police and Crime Commissioner Survey**

Cllr Jennings offered to complete and submit by 18 August.

#### **15. North Worcestershire Police Community Charter**

Noted but no-one to attend from the Parish Council.

#### **16. Neighbouring Parish Councils**

The suggestion put forward by Upton Warren Parish Council for a joint meeting with Stoke Prior and Dodderhill Parish Councils was met favourably and the Clerk to respond to the Clerk for Upton Warren Parish Council with a suggestion that only one representative was needed from each Parish Council.

#### **15. Finance**

- i. It was proposed by Cllr Jennings, seconded by Cllr Sanderson, and approved by all that the Annual Risk Assessment for 2021-2022 be adopted. Cllr Shapiro suggested this document should be looked at more frequently.
- ii. The External Audit Exempt Status from PKF was noted as the Parish Council's income is less than £25k. The Notice of Public Rights and Publication of Annual Governance and Accountability has been published on the Parish Council web site and the Village Hall notice board. Closing date for inspection of accounts by residents is 9 July. The Clerk confirmed all the accounting documents are on the Parish Council web site under Documents / Annual Reports to conform with the Local Government Transparency Act.
- iii. The Internal Auditor's Report for 2020-2021 had previously been circulated to Parish Councillors. The Internal Auditor had confirmed all was in order.
- iv. The June Financial Report:
  - Deposit account as at 29 April 2021 - £21,189.21
  - Current account as at 29 April 2021 - £786.80
  - Deposit account as at 28 May 2021 - £21,189.31
  - Current account as at 28 May 2021 - £484.20
  - Payments to be made by bank transfer on 29 June 2021 – Acceptance proposed by Cllr Jennings, seconded by Cllr Sanderson, and agreed by all:
    - a. Clerk's salary - £412.14

- b. Clerk's expenses - £63.48 (Travel 4 miles @ 45p/mile £1.80; storage £5; use of telephone and internet £5; stationery – two sets of National Planning Policy Framework £22.90 and Zoom invoices for May and June £28.78)
- c. HM Revenue and Customs - £103.00
- d. Lengthsman duties for April and May - £420.00
- e. Worcestershire CALC – Renewal of 2021/2022 Membership - £551.67

For information additional bank transfers made on 17 May as agreed at the last meeting:  
 Worcestershire CALC- planning training for 5 Parish Cllrs £200 and DM Payroll Services Ltd – Internal Audit Review 2020-2021 fee £75.

The Clerk was asked to draw a cheque for Dodford Church for holding the meeting in the Church to be sent to Dorothy Woodhouse

**16. Correspondence received – for information**

- i. Open Spaces Society May Newsletter already forwarded to Parish Councillors
- ii. AGE UK Hereford and Worcester holding walking football sessions in Worcester from 9 July.
- iii. BDC poster on information on social prescribing as an alternative to problems that cannot be solved by medical treatment. Poster to be displayed on Village Hall notice board.

**17. Councillors items**

Cllr Jennings reported on the PACT meeting and asked the Clerk to advise the Police that the Parish Council are still willing to be involved in Speed Watch.

The meeting was closed at 9.23pm.

Signed.....Chairman