

## **DODFORD WITH GRAFTON PARISH COUNCIL**

### **Draft Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 28 July 2016 in Dodford Village Hall at 7.30pm**

**Present:** Cllrs Vicky Churchill (Chairman), Rachel Jennings, Alwyn Rea, Christine Thomas and Paul Warman

**In attendance:** District Councillor Karen May; acting Clerk Katie Limm and one member of the public

#### **1. Apologies**

County Councillor Sheila Blagg gave her apologies, reasons for which were accepted

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

- i. None
- ii. In relation to agenda item 12iii, Cllr Jennings said that she was the owner of a ménage

#### **3. Dispensations**

No requests received.

The meeting was adjourned for members of the public to raise matters of interest / items for the next agenda. No items were raised.

#### **4. Minutes of the Meeting held on 19 May 2016**

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

#### **5. Reports**

- i. County Councillor's report:
  - a. The June report had been received and circulated to Parish Councillors and was available on the Parish Council web site.
  - b. Rock Hill ward District Councillor has been in touch with County Councillor Blagg as a resident in his ward is having a problem with speeding on Cockshutt Lane and has requested signs warning cars of horses in the lane. County Councillor Blagg has said she will approach the highways team to follow up the request for horse riding signs.
  - c. Fockbury Road is included in the "Driving Home" resurfacing project but time scale is uncertain.
- ii. District Councillor Karen May reported on the following items:
  - a. With Cllr Churchill she had met Andy Baker, County Highways, Worcestershire County Council (WCC) to discuss the Perryfields development, especially concerns about potential traffic cutting through Dodford. They had taken him on a tour of the area. The issue of horse riding signs had also been raised. A follow up meeting had been arranged for 7 September. Mr Baker had undertaken to identify possible recommendations. He had indicated that at the moment a Western Distribution road was not on the table – the current priority for funding was improvements to the A38.
  - b. Cllr May had discussed the Himalayan Balsam at Alfred's Well with Bromsgrove District Council (BDC). Their advice was that this was invasive but not dangerous and the best approach was to advise the landowner to remove it before the seed pods form. Cllr May had asked BDC to write to them about this. It was agreed that this advice should be included in the parish magazine and that a picture of the

plant should be placed on the parish notice board with a request that people should notify the Clerk if they spotted it. Cllr Jennings said she had seen it at Brook Cottage.

- c. Following Cllr Sherrey's resignation, Cllr Denaro had been elected as BDC Council leader. Cllr May said that decisions had not yet been made about District Councillors roles and these might change.
- iii. Cllr Thomas reported briefly on the CALC meeting 8 June 2016. Cllr Sue Baxter had been re-elected to chair the area meetings. Ruth Bamford, BDC head of planning, had said that the Council would assist parishes in producing Neighbourhood Plans if they wished to produce one. It was agreed that the Clerk should approach Mike Dunphy about a meeting to explore the process. Cllr May suggested that collaboration with Bournheath, which was already producing a plan, would be beneficial.
- iv. Western Distribution road – this had been covered under item 5ii.a above.
- v. No report from the Clerk.

## 6. Planning

- i. The Minutes of the Planning Committee meetings held on 2 June and 13 July 2016 were approved.
- ii. Planning consultations and applications received:
  - a. Planning Consultation on Planning Application 16/0654 – Whinfields, Whinfield Road – Certificate Proposed Lawful Use / Development for a single storey extension to provide larger family kitchen.  
The Parish Council noted that this is for information only and did not need to be commented on.
  - b. 16/0665 – Worms Ash Farm, Cockshutt Lane – Listed building consent for internal alterations to utility room, installation of French doors, external alterations to patio area, new gate to garden wall, repointing to boundary wall.  
The Parish Council had no objections.
  - c. 16/0713 – Manor Hall, Swan Lane – Retrospective application for the retention of a marquee sited for a period of four years.  
The Parish Council objected to this marquee as an inappropriate development in the Green belt. It also noted that since the application was retrospective the timescale for a 'temporary' approval was not clear. If the District Council is minded to approve the application the Parish Council would like the period to be clearly defined with a firm end date at which further approval would have to be sought if required.
- iii. Bromsgrove District Council have approved the following planning applications:
  - a. 16/0314 – 11 Fockbury Road – Single storey rear and two storey side extension.
  - b. 16/0420 – Whynot Cottage, Priory Road – Installation of external Wall insulation to all elevations of the property in a neutral colour (white/cream/grey).
  - c. 16/0465 – The Range, Kidderminster Road – Prior approval for a proposed change of use of agricultural building to a dwelling house and for associated operational development.
- iv. No planning appeals received
- v. The Clerk is awaiting enforcement updates from BDC. Cllr Churchill said that she had sent some information to the Clerk in relation to buildings at One Oak, Debbings Stud for investigation.
- vi. There were no Conservation issues to be discussed.
- vii. There were no other planning issues to be discussed.

## **7. Highways and footpaths**

- i. The Clerk will write to the owners of the land either side of the entrance to the walk close by the Church Road / Woodland Road junction to request the hedges be cut back after the nesting season.
- ii. Councillor Rea reported on a meeting he and the Clerk had with Richard Clewer (Worcestershire County Council Highways) in Church Road in June to discuss:
  - a. the gap at the side of the road on the left hand side full of mud and water.
  - b. the bridge over the stream needs repairing on the left hand side of the road.
  - c. towards the junction with Victoria Road there was a gully on the left hand side that had been tarmaced over.
  - d. the left hand corner of the junction with Victoria Road needs the kerbs reset and possibly 'bells' where lorries have damaged the corner.
  - e. white lines need repainting at the junction with Victoria Road.
  - f. white lines need repainting at the junction with Priory Road.

The Clerk is awaiting an update from Richard Clewer, but some work has already been undertaken.

- iii. Speed recordings have been installed in Fockbury Road, Priory Road, Warbage Lane and Woodcote Lane. The Clerk awaits the results. It was agreed that the Clerk should suggest to Richard Clewer that he liaises with Andy Baker about traffic issues in the parish.
- iv. District Councillor May was to meet again with BDHT and residents of Fockbury Road but had had to postpone the meeting. The Clerk has written to the residents that the meeting will be rearranged as soon as possible.
- v. The Clerk wrote to BDC to request that the bench at Alfred's Well be secured and that a rubbish bin should be placed nearby. Cllr May said that this work had now been done.
- vi. The Clerk had been requested to speak to Richard Clewer (WCC) about the hedge cutter who had damaged hedges in Dodford and it appeared this was an error on Ringway's sub-contractor's behalf as it would appear they had misunderstood the planned routes. County Councillor Sheila Blagg asked Richard if he could let the Parish Council know about any future sub contracts so that misunderstandings can be avoided. Richard responded that he has put a note in his diary to raise this issue at the Monday team meeting for 3rd April 2017.
- vii. Himalayan Balsam had been dealt with in Cllr May's report.

## **8. Queen's Birthday Celebrations**

- i. Dodford PCC are meeting on 1 August when the tree donation will be discussed and Dorothy Woodhouse will be back in touch with the Clerk who will contact Councillor Christine Thomas.
- ii. The "Litter Pick Up" event organised by the Dodford Inn went well on 11 June with 27 people attending. Cllr Warman had attended and said that it was good to see a number of young people taking part. Gina and Dave Myatt sent a photo and a report to the Parish Magazine and wish to thank the Parish Council for their grant. There are a couple of Queen's Birthday medals left over.

## **9. Phil Richardson Memorial**

The Council agreed to consider setting up a Young Person's Award in Phil Richardson's memory to be given to a young person who had made a significant contribution to the local community. This could be awarded by the Council every year, perhaps at the Annual Parish Meeting, provided there was a suitable recipient. It was agreed that this proposal should first be discussed with Judy Richardson before further details were considered.

## **10. Broadband**

- i. Update on box number 25 in Priory Road. Cllr Churchill reported that this was planned to go live between July and September 2017.
- ii. Update on Broadband provider – Gigaclear. An email from the provider on the morning of the meeting had suggested that enough people had signed up for this service to go ahead.

## **11. Draft Scrap Metal Licensing Policy**

The Council agreed to submit the following comments:

- i. paragraph 9.1 seems to permit payment in kind with goods and services; should this be more tightly specified to prevent abuse?
- ii. Paragraph 10.1 – linked to the comment above- why is there no requirement to keep a record of payments in kind to ensure an audit trail?

## **12. To discuss Residents Questions at the Annual Parish Meeting**

- i. Concern expressed about lighting on houses causing light pollution.  
The Council agreed to include an item in the parish magazine asking residents to be mindful of the rural character of the area and the potential impact on other residents of bright lighting outside their properties.
- ii. Suggestion for arial views of the Parish to monitor inappropriate developments.  
Cllr May said that the District Council has satellite images and that the Parish Council could ask for information from these if necessary.
- iii. The number of inappropriate ménages.  
The Council noted that it is consulted about plans for new ménages. It was required to consider each application on its merits but its approach was to consider the visual impact, especially in the Conservation Area. Comments often included requesting screening and asking that ménages should not be floodlit.
- iv. A request that the Parish Council request BDC planning department to say what is acceptable and what is not.  
Cllr May pointed out that the planning department followed the National Planning Policy framework but this had to be interpreted by individual planning officers in each case. Cllr Rea recalled that the district council had previously issued a short leaflet about the Conservation Area which set out what was permissible and what required planning permission. This had been a useful guide to give to residents. The Clerk was asked to try to find a copy or obtain one from the District and to find out if copies were still available or were being reprinted. The Council could then consider making it available to residents.
- v. The character of the village is changing and the request for BDC to adopt Article 4 Status.  
The Council noted that article 4 would remove most permitted development rights. However, permitted developments were already curtailed in the Conservation Area. The Council's policy was to report any apparent breaches of planning, including querying whether developments were permitted. It was agreed that article 4 status was not a realistic option and that the Council would continue with its approach of drawing possible planning breaches to the attention of the District Council for investigation.

## **13. Neighbourhood Watch**

Nothing to report.

## **14. Finance**

The Clerk had circulated a report:

Deposit account as at 31 May 2016 - £13,707.25

Current account as at 31 May 2016 - £1,058.99

Cheques still to go through - £700.00

Payments - Acceptance proposed by Cllr Rea, seconded by Cllr Churchill and approved by the Council:

- a. Clerk's salary - £300.65
- b. Clerk's expenses - £112.66 (Use of telephone and internet line £5; storage £5; travel 28 miles @ 45p/mile £12.60; stationery £88.32 and postage £1.74)
- c. Allen Farnsworth (Lengthsman duties for May plus petrol and green waste tip) £225.00
- d. Allen Farnsworth (Lengthsman duties for June – postdated 23 July) - £192.00
- e. Allen Farnsworth (Lengthsman duties for July – postdated 25 August) - £192.00
- f. Bromsgrove District Council (printing of Annual Report) - £54.00
- g. Tower Mint Ltd (purchase of 20 Queen's 90th Birthday medals) - £68.76

#### **15. Councillor co-option**

No applications received.

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

Correspondence received since the previous meeting:

- i. A letter from a resident complaining of fireworks set off at The Dodford Inn on 17 June 2016. It was agreed that the Clerk should include a general item in the September or October edition of the parish magazine asking residents to be aware of the impact on others in the parish (including the animals) of loud fireworks and asking if they could moderate the noise at any firework displays. Cllr May said that that she would contact WCC regulatory services to clarify the position about licensing of firework displays and this information could also be included in the magazine.
- ii. M5 roadworks newsletter.
- iii. Wellbeing in Partnership June and July newsletters.
- iv. PACT June newsletter with the priorities that sheds and outbuildings are being targeted and parking has become an issue around Fairfield and Birmingham Road.

#### **20. Councillors items**

- i. Cllr Jennings reported that metal railings were missing from the concrete bollards on the corner coming from Alfred's Well towards the Holiday Farm – Clerk to report to highways.
- ii. Cllr Thomas said that the hedges at Croeso were obtruding onto the road and needed to be cut back – Clerk to write to householders.
- iii. Cllr Thomas queried the building work at Bournham on Woodland Road as it appeared to be quite substantial – Clerk to check if there had been a planning application or was this permitted development and report to enforcement for investigation if necessary.
- iv. Cllr Churchill said that the road sign for Timberhonger at the junction with Bungay Lake Lane was still missing although it had already been reported to Highways – Clerk to follow up.
- v. Cllr Churchill reported that at the bridge in Warbage Lane, water is going under the weir and there is loose stone in the wall – Clerk to ask the Lengthsman to investigate and identify any work needed.

The meeting closed at 9.30pm.

Signed.....Chairman

Signed.....Chairman