

DODFORD WITH GRAFTON PARISH COUNCIL

Draft Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 23 April 2018 in Dodford Village Hall at 7.30pm

Present: Cllrs Lynne Griffin, Rory Lydon, Alwyn Rea (Chairman), and Scottie Sanderson

In attendance: Clerk Kay Stone and 14 members of the public

1. Apologies

County Councillor Shirley Webb, and Cllr Rachel Jennings gave their apologies, reasons for which were accepted.

Chairman Cllr Rea told the meeting that Cllr Christine Thomas has resigned from the Parish Council due to other commitments and, on behalf of the Parish Council, he expressed thanks to Christine for her service to the Parish Council and the community over the last few years.

2. Declarations of interest

- i. None
- ii. Cllr Rea – item 21 as he is a trustee for the Children's Holiday Farm

3. Dispensations

No requests received.

The meeting was adjourned for members of the public to raise matters of interest / items for the next agenda – None raised

The meeting reconvened as follows:

4. High Wood, Nutnells Wood and Big Wood

The meeting was adjourned for members of the public to raise their concerns with David Banks from G Herbert Banks, the agent, for the owners of the woods.

Mr Banks explained why the trees had been marked for felling, rides to be put in and how the felling would help the sun and light to get through to encourage ground growth and allow natural regeneration. No new trees are to be planted.

The 8-year Management Plan presented to the Parish Council has been approved by the Forest Commission and English Nature.

Cllr May raised concerns over the impact on residents and insisted on an Action Plan being produced by Mr Banks which would include routes to take out felled trees and hours of working to be agreed with the Parish Council and residents. There was also concerns about the felled wood being taken out of the woods on to the Kidderminster Road.

The Parish Council pointed out to David Banks that there were errors in the Management Plan particularly as the Management Plan had not considered that the woods backed on to the Dodford Conservation Area and this would be addressed in the Parish Council's response to the Management Plan.

Many questions were asked and after much discussion it was agreed that David Banks would meet with the Parish Council and interested residents at 10.00am on Saturday 5 May at the village hall to visit the woods to see exactly what action was going to be taken. David Banks will also try to get representatives from the Forest Commission and English Nature to attend.

The Parish Council, after the onsite visit, will then consider their response to the Management Plan.

The meeting reconvened as follows:

5. Minutes of the Meeting held on 26 March 2018

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

6. Reports

- i. No report had been received from County Councillor Shirley Webb.
- ii. District Councillor Karen May reported that she had been busy with the Bromsgrove Market situation and the Parkgate Inn planning application. Cllr May advised the Parish Council that talks are ongoing between BDC and the owners of the Parkgate and if the owners extend the lease they will withdraw the application. Cllr May will keep the Clerk up to date with updates as and when.
- iii. No report from the Clerk.

7. Vice Chairman

Cllr Griffin proposed, Cllr Sanderson seconded, and all approved the election of Cllr Lydon as Vice Chairman.

8. Planning

- i. Councillors approved the minutes of the planning committee meeting held on 19 December and the Chairman of the Parish Council (in the absence of the Planning Committee Chairman) signed them as a true record.
- ii. No planning consultations and applications received.
- iii. Approval by Bromsgrove District Council (BDC) has been given for the keg cellar area at the Dodford Inn, but they had refused applications for change of use of land at Foxwalks Farm, Grafton Lane and the proposed greenhouse at Sunday Hill.
- iv. No planning appeals or decisions received.
- v. No enforcement updates had been received but a resident bought up an environmental issue regarding the contents of a septic tank running across a road. Cllr May will take this up with Worcestershire Regulatory Services.
- vi. No further planning issues.

9. Highways and footpaths

Work is ongoing to apply to modify the Definitive Map and Statement.

10. Insurance

Quotes were presented by the Clerk and before accepting any quotes, the Clerk was asked to return to the Insurance Brokers and request the administration fee of £50 be withdrawn. Quotes will then be reconsidered at the May meeting.

11. Phil Richardson Community Award

Three nominations have been received. Closing date 30 June 2018.

12. Annual Parish Meeting – 21 May 2018

- i. Cllr Rea reiterated that he would like to stand down as Chairman but remain as a Parish Councillor. Councillors to consider standing as Chairman at the May meeting.
- ii. It was agreed that the results of the Neighbourhood Plan Survey would not be sent out with the Annual Report but that the wording in the Report should be changed to point residents to the web site to retrieve the results and to advise residents that if they did not have internet access to ask the Clerk to send a hard copy.
- iii. With amendment to the Neighbourhood Plan paragraph to incorporate the above, the wording of the Annual Report was approved.
- iv. Cllr May confirmed attendance at the meeting as a speaker and the Clerk is to write again to Mike Dunphy at BDC to ascertain if he is able to attend.

13. Lengthsman Scheme

Worcestershire County Council (WCC) Lengthsman Scheme contract for 2018/2019 has been received from WCC with the same budget as last year. Cllr Rea proposed, Cllr Sanderson seconded, and all approved the signing of the contract with WCC and also with Luke Farnsworth (Lengthsman).

14. Standing Orders

Revised Standing Orders were circulated to Parish Councillors with the main change being due to new General Data Protection Regulations (GDPR). It was agreed that these will be revisited when clear guidelines about how GDPR will affect the Parish Council are received from the National Association of Local Councils (NALC).

15. Police and Crime Commissioner Town and Parish Council Survey 2018

This was noted but the Parish Council decided not to respond as a Parish Council.

16. General Data Protection Regulations (GDPR)

- i. Requirements of the new legislation were discussed and noted.
- ii. The new Privacy Notices and the Consent Form to be used by the Parish Council were discussed and noted.

17. Finance

- i. The Certificate of Exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 was agreed and the Chairman and Clerk signed the Certificate.
- ii. Cllr Sanderson was appointed the Councillor to oversee the finances.
- iii. Cllr Sanderson was appointed the third signatory for the bank.
- iv. The final quarter reconciliation was presented by the Clerk and agreed and noted.
- v. Deposit account as at 29 March 2018 - £13,975.04
Current account as at 29 March 2018 - £609.10
Cheques still to go through:
 - a. Dodford Village Hall - £180.00Payments by bank transfer for April – Acceptance proposed by Cllr Rea and seconded by Cllr Lydon:
 - a. Clerk's salary - £306.61
 - b. Clerk's expenses - £15.40 (Use of telephone and internet line for £5; storage £5 and travel 12 miles @ 45p/mile £5.40)
 - c. HM Revenue and Customs - £76.60
 - d. Lengthsman duties for March - £192.00
 - e. Worcestershire CALC membership fee for 2018/2019 - £478.20
 - f. Open Spaces Society membership fee - £45.00

18. Correspondence received – for information

Correspondence received was noted.

19. Councillors items

Request for the Lengthsman to clear the path in Priory Road on the bend going up from the Village Hall towards Warbage Lane.

Richard Lambert has offered to help Dodford Village Hall Committee with their financial situation but not wishing to go on to the Committee. The Chairman / Treasurer has resigned from the Committee.

20. Councillor co-option

No applications have been received.

At this point Cllr Alwyn Rea left the meeting

21. Grants for 2018/2019

Vice Chairman Cllr Lydon chaired this item on the agenda and it was proposed by Cllr Griffin, seconded by Cllr Sanderson and agreed by all that Dodford PCC would receive a grant of £500 for the upkeep of the Churchyard / ground and Dodford Children's Holiday Farm would receive a grant of £350 to purchase a new lawn mower.

At this point Cllr Alwyn Rea re-joined and chaired the remainder of the meeting.

Cllr Rea expressed concern about the Village Hall Committee not submitting their accounts and it was agreed that although the Village Hall Committee will not be given a grant for 2017/2018, consideration will still be given during the current financial year once accounts have been received. The Clerk was asked to prompt the Air Ambulance to apply for a grant. It was decided that no grant will be given to the Citizens Advice Bureau.

The meeting was closed at 9.18 pm.

Signed.....Chairman

DRAFT