

## DODFORD WITH GRAFTON PARISH COUNCIL

**Minutes of the meeting of Dodford with Grafton Parish Council held on Monday 15 April 2019 in Dodford Village Hall at 7.30pm**

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

**In attendance:** Clerk Kay Stone and 2 members of the public

**1. Apologies**

County Cllr Shirley Webb, District Cllr Karen May, Cllrs Rory Lydon and Alwyn Rea gave their apologies, reasons for which were accepted.

**2. Declarations of interest**

- i. None
- ii. None

**3. Dispensations**

No requests received.

The meeting was adjourned for members of the public to raise matters of interest / items for the next agenda:

- A Resident expressed interest in items 7 and 11

The meeting reconvened as follows:

**4. Minutes of the Meeting held on 25 March 2019**

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

**5. Reports**

- i. No monthly report from County Cllr Webb but the Clerk advised the Parish Council of work commencing 22 April for approximately 10 weeks to improve the turning into Barley Mow Lane from the A38 at Marlbrook. The A38 will be closed in both directions for five evenings starting on 28 May to allow surfacing works to be carried out between 8pm and 6am. The Clerk was asked to ascertain the role of a County Councillor with regards Parish Councils.
- ii. No report received from District Cllr May but had said to let her know if the Parish Council needed her help with anything.
- iii. No social media report.
- iv. The Clerk reported that
  - the Parish Council has received the first 6 months Precept - £5,739.00;
  - she has received the latest Public Works Loan Board (PWLB) balance outstanding - £1,725.39 which means there will be a payment in August of £883.62 and the last payment in February 2020;
  - Luke reported that most of the drains in Yarnold Lane needed cleaning and after reporting this on to Worcestershire County Council (WCC) Highways, they have said it will be difficult to carry out this work without some form of traffic management, which may include a road closure;
  - since the agenda was published, she had received notification from WCC for their Consultation on the Enforcement Plan. Comments to be made by 31 May. This will be added to the next planning committee meeting agenda;

- County Cllr Webb will ask WCC Highways if they keep records of reporting and let the Clerk know. The Clerk was asked to go back to WCC Highways, if they say they don't keep records, to ask if they will start, and
- County Cllr Webb has spoken with Safer Roads Partnership regarding white gates at entrances to villages and they confirmed that these are effective. The prices vary depending on the size and quality. County Cllr Webb will contribute £1,000 from her divisional funding towards the gates. The Parish Council expressed their thanks for this offer and the Clerk to find out more details on how much the gates cost and the procedure for installing them. It was also suggested that when the gates are installed, daffodils should be planted to mark the entrances and the SmartWater signs can be displayed alongside the gates.

## **6. Planning**

- i. Approval of the Minutes was proposed by Cllr Sanderson and seconded by Cllr Jennings, agreed by all and then signed by the Chairman as being a true record.
- ii. No planning decisions received.
- iii. No planning appeals or decisions received.
- iv. No new enforcement / environmental issues and BDC will receive more detailed updates at the end of the month.
- v. No other planning issues.

## **7. Highways and footpaths**

- i. Cllr Jennings gave the Clerk the CPRE article on Losing Lanes to Lorries which will be circulated to Parish Councillors and the item to go on the June agenda.
- ii. Cllr Lydon was not at the meeting to discuss his meeting with the Footpath Officer at WCC. This item to be carried forward.
- iii. The Clerk was instructed to ask WCC for the piece of land at the corner of Warbage Lane and Priory Road, which was offered to them previously by Richard Clewer and to ask for the low fencing to be installed, but with access to the grassed area for wheelchairs and pushchairs. The Clerk to ask the Lengthsman to keep the grass mowed.
- iv. The Clerk was instructed to ask WCC why the footpath in Warbage Lane just before Priory Road junction has been resurfaced when there are more needy areas to be resurfaced in Priory Road.
- v. Update on speed checks:
  - a. County Cllr Webb is continuing with the speed monitoring with the local safer neighbourhood team.
  - b. County Cllr Webb would like to know what the Parish Council will do with the data collected and once she knows what the data will be used for, she can make enquiries as to what type of strips are needed and the exact cost. The Parish Council wish to know the number of lorries and vans using Fockbury Road but would not wish to pay for the cost of the strips as WCC Highways had previously said that the monitoring strips could have been put down previously if that was what the Parish Council wanted.
  - c. Safer Roads Partnership will discuss providing a van at the Crossroads junction at their next Operations Forum on 2 May and will advise the Clerk of the outcome after that meeting. The Clerk had advised Safer Roads Partnership that a Parish Councillor is happy to meet with them on site if necessary.
  - d. The Parish Council have noted the Slow signs which have been painted on Warbage Lane and the Clerk was asked to find out from County Cllr Webb when the other signs were to be painted, particularly on the bend in Priory Road near The Old Post Office.
- vi. The Clerk reported on the Parish Council and residents not being consulted on the proposed additional parking lines around the school. The Parish Council sent in their objections to WCC to the proposal and was told the comments were received too late. The Clerk replied that the Parish Council wished to express their disappointment for the disrespect they and residents have been shown by not being consulted on this proposal. WCC have said that a new Legal

Clerk had not sent the consultation papers out to the Parish Council, although a small poster had been displayed on the school gates as they said they couldn't find any suitable post to display the consultation notice. WCC agreed that the Parish Council have a "legitimate gripe" and accepted the Parish Council's objections to the proposed additional lines. County Cllr Webb has advised that the next stage will be for the police to comment on the consultation, following which she proposes to hold a meeting with WCC, the Parish Council and the police to discuss a way forward. The Parish Council instructed to the Clerk to write to WCC to say they request the consultation to start again as due process has not been followed.

- vii. The Clerk has received detailed representation from a resident in Bromsgrove who was anxious about the number of trees being felled. After sending the resident the Management Plan, the resident sent an email to the Forestry Commission and Worcestershire Wildlife Trust together with before and after photos. I forwarded on his email to the BDC Tree Officer. All parties have gone back to him to say they are satisfied that the work being carried out is in line with the Management Plan. It has been noted that the rut in the footpath going from Greenhill Farm up into the wood is up to a person's thigh and the Clerk was asked to report this to David Banks and to ascertain what they intend to do to make the footpaths safe for people to use.
- viii. Cllr Sanderson presented an idea for shelving in the telephone box. Cllr Jennings proposed, and Cllr Griffin seconded the approval for the expenditure. Cllr Sanderson to be reimbursed by the Clerk once purchased. Cllr Sanderson and Richard Griffin to look at installing the shelving.
- ix. County Cllr Webb has put in a request for a couple of verge masters to be installed. The Lengthsman has smoothed out the damage but suggests it may need some top soil and grass seed. It was agreed to see how the area repairs itself over the next month.

## **8. Domestic CCTV Systems**

The Clerk was instructed to write to two properties suggesting they put up CCTV in use notices as per the Information Commissioner's guidelines.

## **9. Bromsgrove District Council Small Grants Scheme 2019-20**

Cllr Griffin offered to tell the Drama Group and the Holiday Farm about this Scheme. The Clerk had already sent details to Dodford Village Hall Committee.

## **10. County Councillor Shirley Webb's Divisional Funding 2019-20**

It was agreed to accept County Cllr Webb's offer of £1,000 for the white gates at the entrance to the parish.

## **11. Daffodils**

It was agreed that once the white gates are installed to plant daffodils by the gates.

## **12. Dodford Day**

Concerns were expressed at the number of volunteers dropping out for personal reasons. Dodford Inn and the Park Gate have offered land / venues for the lunchtime picnic. It is proposed that there is a treasure hunt and a boundary walk with cream tea being served in the Village Hall around 3pm. Cllr Griffin offered to organise this. Then the show in the evening, with three entertainers, can take place in the field at the Dodford Inn or the Village Hall if wet.

## **13. Catshill Library**

The Clerk confirmed she had not received any representations from residents to support Catshill Library, but it was agreed to wait another month.

## **14. SmartWater Kits Update**

120 Kits were taken over the three days and the Clerk confirmed she had written to Mick Simpson and the Police for their support and to Dodford Village Hall Committee for giving the hall free. Kits will be available at the Annual Parish Meeting on 13 May and Dodford Day. The Clerk was asked to

order eight large and eight medium SmartWater signs and it was agreed that they will be displayed by the white gates when installed.

#### **15. Annual Parish Meeting – 13 May 2019**

- i. The wording of the draft Annual Report was agreed.
- ii. Speakers so far are Scott Fuller, Footpath and Tree Warden for the Parish, Barney Kelsoe from the Police, either the Chairman or the Secretary of Dodford Village Hall Committee, Karen May as outgoing District Councillor and County Cllr Webb. The incoming District Councillor will be invited after the Election on 2 May.

#### **16. Safety Campaign**

RoSPA do not provide or sell fluorescent items of clothing and WCC Road Safety team only provide training for schools. The Clerk had researched prices from a company who RoSPA had suggested. It was agreed to put this on the July agenda for further discussion.

#### **17. Phil Richardson Community Award 2019**

The Clerk confirmed she has received one nomination.

#### **18. Finance**

- i. It was agreed the Parish Council is exempt from a full external audit and the Certificate of Exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 was signed and dated by the Chairman and the Clerk.
- ii. The final quarter reconciliation as at the end of March 2019 was presented by the Clerk and Cllr Sanderson confirmed to the Parish Council that the accounts were in order.
- iii. The April Financial Report:
  - Deposit account as at 29 March 2019 - £12,961.21
  - Current account as at 29 March 2019 - £257.49
  - Payments by bank transfer for March – Acceptance proposed by Cllr Jennings and seconded by Cllr Griffin:
    - a. Clerk's salary - £355.45
    - b. Clerk's expenses - £61.64 (Use of telephone and internet £5; storage £5; travel 16 miles @ 45p/mile £7.20; stationery – paper £7.98; stationery – black printer ink £26.39; postage £1.50 and milk biscuits and cake for SmartWater roll out £8.57)
    - c. HM Revenue and Customs - £88.80
    - d. Lengthsman duties for March 2019 plus petrol - £210.00
    - e. Open Spaces Society membership renewal 2019-2020 - £45.00

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

Correspondence received was noted and the Clerk was asked to put information on free home visits by Hereford & Worcester Fire and Rescue Service and information on the Gigabit Voucher Scheme in the next Parish Magazine.

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

- a. Cllr Sanderson expressed concern at the parking along Stourbridge Road by the funeral directors and Parkside
- b. Cllr Shapiro requested funding of about £50 from the Parish Council for the cost of the afternoon tea on Dodford Day.

The meeting was closed at 9.27pm

Signed.....Chairman