

Grimley Parish Council

Monday 21st September 2020, 7.30pm

**For sensible containment of Coronavirus
all business at this publicly open meeting has been conducted online**

The meeting was duly advertised online and on three parish noticeboards.

The password to join the meeting was available within the agenda and upon request from the Clerk.

Ref legislation for online meetings: Coronavirus Bill THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020 <http://www.legislation.gov.uk/uksi/2020/392/contents/made>

Minutes of the meeting

Cllrs Present: D Stanley (Chair), P Ayers, A Taft, A Atkinson, A Bretherton, G Green, G Moore, S Wilson.

In Attendance: Mrs L Stevens (Clerk & RFO). DCllr Clarke
1 member of public. (AC) (confirmed)

083/20 Public open forum

a. Cllrs thanked resident for joining them. No questions at this stage.

084/20 Points of order, apologies, approval of reasons for absence, 085/20 declarations of interest and dispensations. Minutes.

a. i. **Apologies:** CCllr Phil Grove.
ii. **Minutes of previous meetings.**
Mon 24th Aug 2020 – Previously distributed and duly **approved**.
iii. Nil declarations or points of order.

086/20 To Receive the Report of the County Councillor.

a. CCllr Grove has been providing regular updates via email and has also been promptly responding to parish council requests.

087/20 To Receive the Report of the District Councillor.

a. Parish Councillors were encouraged to consider and respond to the government draft planning reforms by endorsing the district council response.
The Clerk was invited to attend a site visit with Highways to look at all outstanding issues across the parish – gratefully accepted.
Some inappropriate socialising during covid restrictions has been reported to the police.

088/20 Planning

To consider, comment and resolve to respond to the following

a. **Planning appeal 19/00347/FUL at Wagon Wheel Grimley Worcester WR2 6LU.** For info only. Councillors had no comment.

b. **Thorngrove Poultry Farm - Variation application EPRWP3239EKV003 Consultation September 2020**
An update had been received from TAG. Their solicitor is working at pace and hopes to write to the Environment Agency within a week.

c. **Government White Paper on planning reform.** Already covered.

089/20 Environment, Green Infrastructure & Climate Emergency

To discuss updates and formulate Motions not requiring written notice.

a.	<p>Climate Emergency - Re-establishing the Environment Working Party.</p> <p>A piece on climate change will appear in the parish magazine each month, submitted by Cllr Stanley. The parish council is looking to re-establish the Working Group once the law permits. In the meantime it is intended to put out to the parish a few key issues for everyone to consider. The Clerk noted that this topic will require a budget next year.</p>
b.	<p>State of public rights of way across the parish, including missing finger posts (864755 & PR-18-26388), damaged stiles (PR-18-27097), missing gates (PR-19-28412) to name but a few. Including very overgrown footpath by Bennett's fuel merchants.</p> <p>All outstanding issues will be covered during the meeting with Highways. Any items relating to rights of way should be reported to CCllr Grove, with DCllr Clarke copied in.</p>
c.	<p>Correspondence with Ordnance Survey ref ponds at Grimley.</p> <p>Cllr Taft to chase lake names with residents and the gentleman owning the fishery. Clerk to provide OS with precise coordinates.</p>

090/20 Infrastructure, highway matters, drainage and flooding

To discuss updates and formulate Motions not requiring written notice. Highways (roads & pavements) & byways (bridleways and footpaths).

a.	<p>Ultrafast Broadband projects update Grimley, Monkwood Green and Sinton Green. Previous references to 5G were noted to be incorrect. <i>Grimley</i> - New residents in village have been informed. Installation has begun. <i>Monkwood Green</i> – Residents have signed up for £38k worth of vouchers. Installation will begin October 2021. Those around the Common who have not signed up will have the option of ultrafast broadband anyway as a result of intended location of infrastructure by Openreach. <i>Sinton Green</i> – 12 residents were reported to be interested. Clerk to send out leaflets to 40 residents who are eligible for this particular Openreach contract.</p> <p>Defibrillator, general update on monthly inspections. Weekly inspections are now required. Cllrs Ayers, Green and resident BA have agreed to assist. Clerk awaiting cabinet password from Heartbeat Trust.</p> <p>Deteriorating path along A443 – site visit requested. Potholes, Grimley Approach Road – site visit requested. Speeding Grimley Approach Road and Camp Lane – site visit requested. Speeding has been reported at this location on an annual basis by the Clerk. DCllr Clarke advised there is little prospect of achieving a reduction from 30 mph to 20 mph in the village. It was suggested by Councillor Taft that the speed limit should be 30mph all the way down from the top triangle right through to the Camp Inn and agreed to conduct some research on the criteria for reducing speed limits.</p> <p>Road sign for Grimley Road - Highways have stated that this is not possible due to the rural location and the lack of similar elsewhere in the area. Damaged knee rail fencing Grimley approach road – contractor appointed. Peace Hall right of way noticeboard – manufactured, awaiting installation. Peace Hall broken noticeboard – contractor appointed and repairs underway. Bin near noticeboard, Sinton Green – negotiation for free bin ongoing. Noticeboard Monkwood Green – contractor conducting repairs. Broken white railings Sinton Green opp bus stop – reported to Highways. Cllrs felt that this was not parish council responsibility. Housing Association also to be informed.</p>
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	Phone box Grimley (under council ownership) – volunteer for maintenance still required.
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091/20 Commons and Village Greens

To discuss updates and formulate Motions not requiring written notice.

a.	<p>Monkwood Green, including</p> <p>i. Management and grazing update.</p> <p>Cllr Wilson gave an introduction. She and the Clerk had conducted a site walk of the Common and SSSI in early September and compiled a list of all actions required to keep the Common up to the high standard that has now been achieved with the aid of the Commoners. These actions are included in Appendix 2 and are rough notes, not formally approved by Cllrs. The Clerk had (in Spring 2020) produced a five year management plan written with advice from RW and CB and using the Feasibility Study. This was submitted to Natural England but rejected, as they would prefer a regular, repetitive three year plan. CB has therefore produced a simplified annual version (See appendix 4) which is to be shown to the Commoners and then submitted to NE, once the Commoners feel that they can work within its requirements.</p>
b.	<p>Purchase of mowing equipment for Common, approx. £800 plus VAT. Motion to approve purchase.</p> <p>The Clerk noted that previous equipment owned by the parish council is now no longer fit for purpose. The parish council first purchased a topper approx. 20 years ago, when it became clear that those willing to assist with care of the common did not have the correct equipment. The Parish Council has now consistently failed to find a commercial contractor to top and tidy the common for the past 5 years. A Commoner is willing to help with mowing and maintenance if the parish council purchase a topper, which he has also agreed to store and maintain. The Clerk noted that such storage would not grant exclusive use of the equipment and that any residents or contractor appointed by the Parish Council should have access to it.</p> <p>A resident questioned why such equipment was needed and offered to help. The Clerk noted that she has annually approached residents in person, asking if they have the equipment and time to help and that those residents had consistently declined to get involved. If any resident now wishes to be involved, they would be required to demonstrate an appropriate and consistent degree of cooperation with all concerned. Other comments disparaging in nature are considered by Cllrs as being a private matter. All works will be covered by a written contract and under Natural England approval.</p> <p>Cllrs agreed to approach the Commoner and confirm whether the equipment is needed, ie how he had managed up to now and to reconsider at the next meeting.</p>
c.	<p>Commoners Association.</p> <p>A draft Commoners' Agreement with the aim of forming a Commoners Association was produced in Spring 2020 but further action was prevented whilst the pandemic took hold. This project can now be revitalised. The Agreement is to be sent to the solicitors, who have agreed to cast eye over it with no charge initially.</p>
d.	<p>Pond maintenance.</p> <p>Residents have informally agreed to attend to some of the smaller saplings smothering the pond line, only during these dormant winter months.</p>
e.	<p>Re-establishing the Community cut and tidy days, winter 2020.</p> <p>A regular resident newsletter for the Common will be distributed and will be a useful way of re-establishing the community cut and tidy days this winter. Residents have already been contacted and expressed a keenness to get involved. The Clerk is to check covid restrictions, conduct risk assessment and notify insurers. Likely dates are 10th and 17th October AM.</p>
	Langdale flooding in the service road.

f.	<p>Residents report the following: "Since April of this year water has been observed puddling on the access road outside our property. Continued. Severn Trent were informed and subsequently visited the site on three or four times. They dug the area up and with all their investigations could not find a leak. They have had the water analysed, the result from the test stating it's not their water. Since July the puddling water has got worse. It is unlikely to be a water spring that has just appeared given the exceptional dry period we have seen."</p> <p>Cllrs considered that this would be a Severn Trent matter as the leak is directly above a main water line, as demonstrated by all the stop cocks along the road. The Clerk was instructed to contact Severn Trent for clarification.</p> <p>Sinton Green, including</p> <ul style="list-style-type: none"> i. Consideration of mowing and wild flower beds for 2021. Cllr Bretherton is to meet up with the contractor and formulate a plan.
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092/20 Reports from other Projects and Representatives

To discuss updates and formulate Motions not requiring written notice.

a.	<p>Peace Hall Management Committee. Cllr Bretherton reported that the committee are discussing when and how to open up again.</p>
b.	<p>Parochial Church Council, including discussion on fund raising for toilet facilities. Cllr Taft gave an introduction and spoke of the need to turn the church into a viable community prospect with toilet and kitchen facilities. She has approached the Grimley Smaller Charities to ask for their involvement.</p>
c.	<p>Motion to approve purchase of annual Remembrance Day wreath, in advance of forthcoming information, up to threshold of £40. Duly approved. Prps: AB. Scnd: SW</p>
d.	<p>To approve inscription on wreath, if the above is approved. Duly approved. Prps: AB. Scnd: AT</p>

093/20 Lengthsman

a.	<p>To receive updates and jobs. Residents had already agreed to assist and liaise with SS.</p>
b.	<p>Jobs already instructed:</p> <ul style="list-style-type: none"> i. Hedges entering Grimley village need cutting back around the 30mph signs. ii. Guttering approaching and throughout Grimley village. iii. Access surrounding bin and notice board, Grimley village. iv. Moss check and grass push back along A443 path towards Hallow. v. Check A443 path for broken glass. vi. Cut the grass verge outside Stonewall Cottages please (a443/Grimley/Sinton junction). vii. Kerb stones, Monkwood Green, near pond.

094/20 Finance and Administration

- To discuss updates and formulate Motions not requiring written notice.

a.	<p>To consider and motion to approve the payment of outstanding accounts. Prps: AB. Scnd: DS.</p>
b.	<p>To receive and motion to accept Bank Reconciliation August 2020 and Q2 report. Prps: AT. Scnd: AB.</p>

095/20 Correspondence, dates for diary, items for future agenda.

- To discuss updates and formulate Motions not requiring written notice.

a.	<p>Item for future agenda – Meeting of staffing committee for Clerk appraisal.</p>
b.	

	<p>Date of Next Scheduled Meeting – 19st October 2020, 7.30pm ONLINE The press and public are cordially invited to attend this meeting</p>
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Appendix 1 – payments to be made:

Digaway & Clearway Contractors Ltd.	Skip for churchyard volunteers. Invoice 44436.	£216.00	36.00
Mr R.J Poole	Monkwood Green maintenance and equipment to enable grazing of cattle. March to Sept 2020.	£903.60	£150.60
Grimley Peace Hall Foundation	Annual hire of hall. Sept 2019 to Sept 2020 plus two drop in sessions. Invoice 90.	£350.00	VAT nil
Mr Simon Skeys	Lengthsman invoice Sept 2020.	£293.25	VAT nil
Mr Simon Skeys	Sinton Green grass cutting Sept	£75.00	Vat nil
Mr Philip Moore	Internal Audit fee	£5.00	VAT nil
Lisa Stevens	Clerk wages [August 2020] As per contract of 12 hours per week, £12.01 per hour.	£576.48	VAT nil
Lisa Stevens	Expenses Sept 2020. Including £17.99 zoom membership.	£64.00	Under calculation

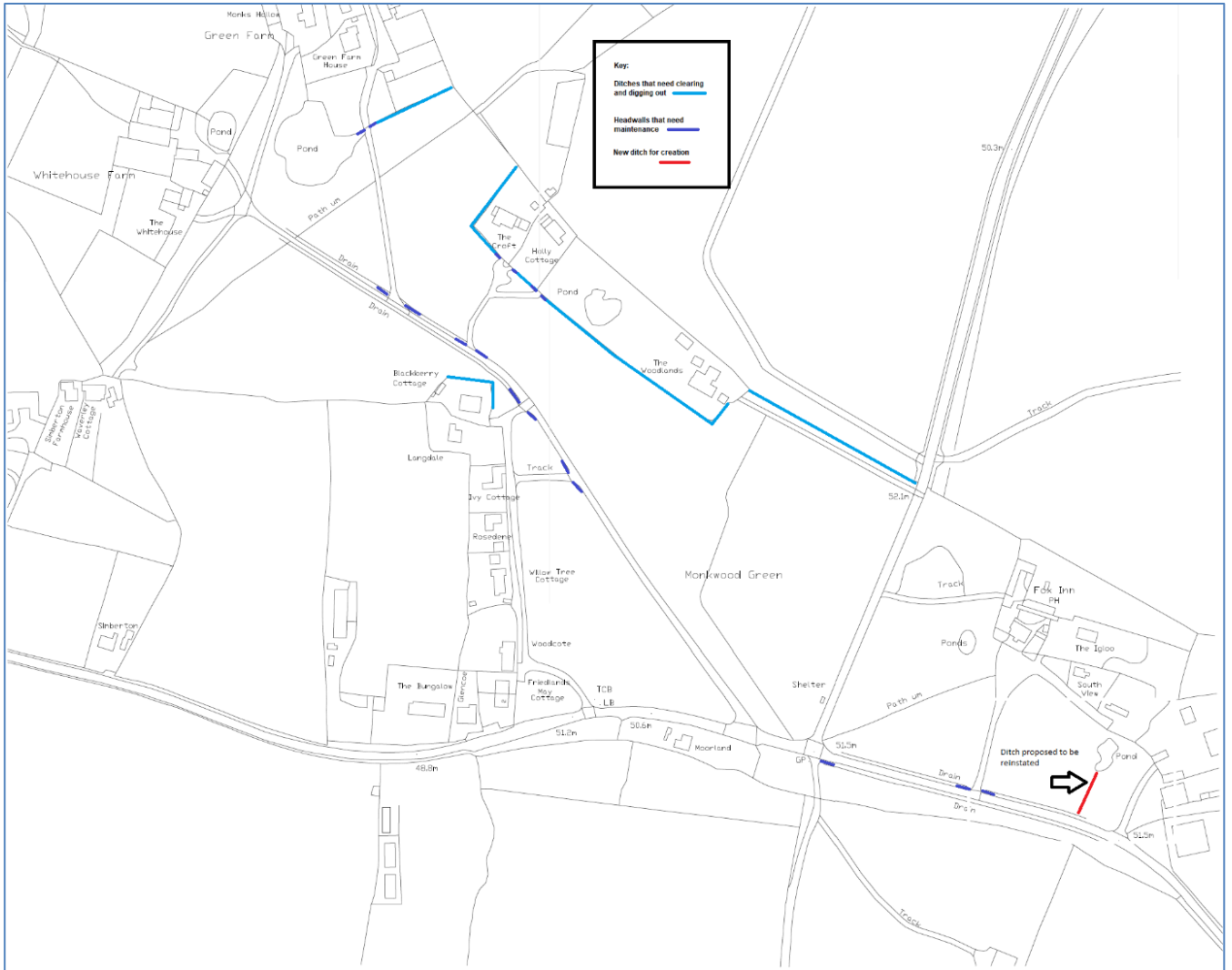
Appendix 2 - Work required on Monkwood Green (in no particular order). Not formalised. Notes and suggestions only.

- a) Clear nettles and brambles from corner near The Croft.
- b) Potholes and road surface on Service Road leading to The Croft, Holly Cottage and The Woodlands.
- c) Ditches and headwalls need maintenance – specific sections (see map). New ditch required to pond in front of Godwins Farm.
- d) Main pond:
 - 1) professional survey required to demonstrate whether there is a risk to adjacent houses (basements etc) if maintenance is conducted.
 - 2) sediment needs removing.
 - 3) Vegetation requires management, including pollarding of willows (every five years?)
- e) Access tracks to Waverley cottage. Bi-annual plan to leave stone (bags) at agreed points along the road, allowing resident maintenance of the road surface.
- f) Hedgerow adjacent to The Whitehouse. Residents have informally agreed to gradually chop back brambles at this location, in order to re-establish the common boundary.
- g) Residents mowing and parking on SSSI – repeat letter.
- h) Small corner in front of Ivy Cottage needs returning to grassland and nettles/dock leaves need removing.
- i) Thistles and brambles on ant hills section need cutting and ‘painting’.
- j) Encroaching woodland behind The Fox needs annual tackling, with the goal to return the land to grassland and grazing.
- k) Tackle dog faeces in vicinity of The Fox.
- l) Establish regular volunteer maintenance sessions.

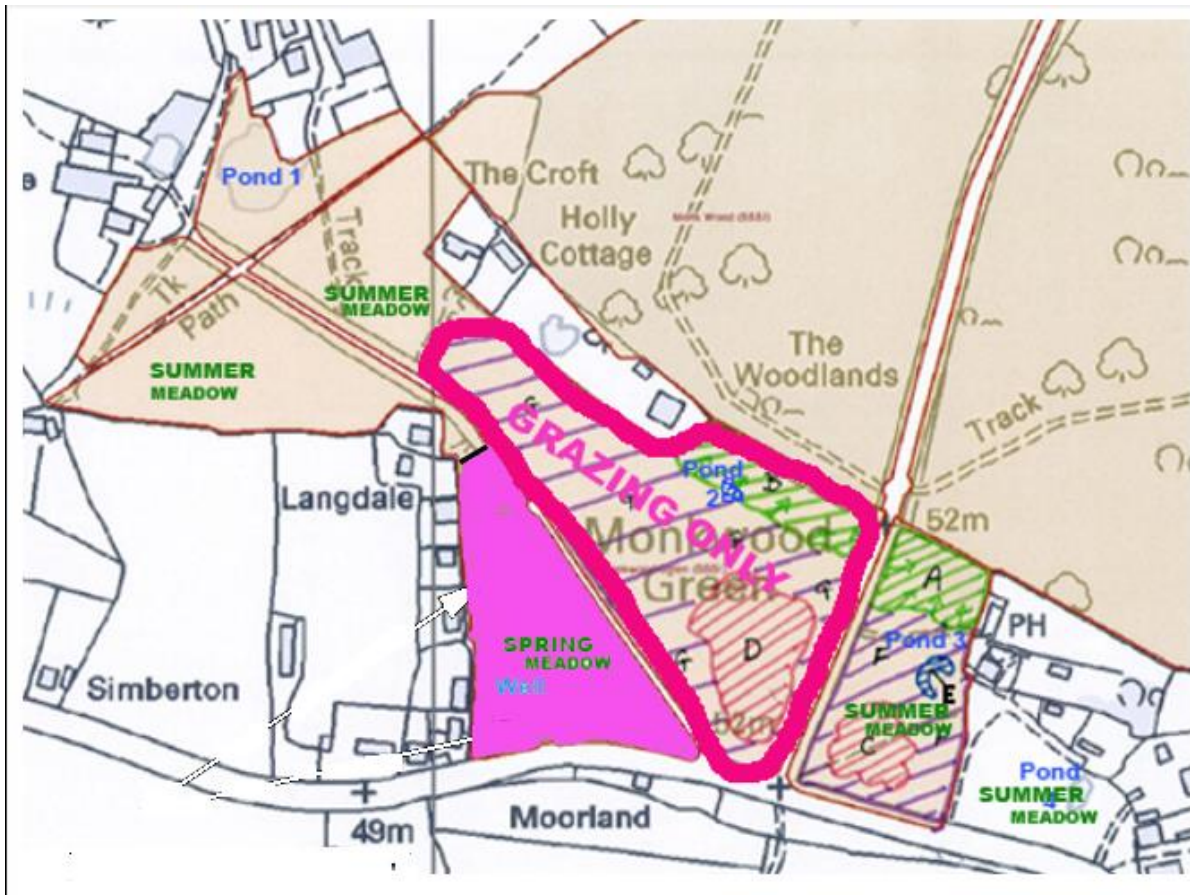
Actions with regard to grazing:

- a) Posts need installing around all sections of the Common, in order to allow Commoners to quickly erect electric fencing for regular movement of grazing animals.
- b) Finalise Commoners Association and agree terms of reference.
- c) Agree grazing schedule between residents, Commoners, Worcestershire Wildlife (including Butterfly experts) and Natural England. Suggested regime see Appendix 3
- d) Pursue option for residents to recover grazing rights.

Appendix 3 – Drainage features that require attention (ponds are considered separately)



Appendix 4 – Suggestion for Monkwood Green annual grazing regime, curtesy of CB



- Spring Meadow area - allow to grow ungrazed and uncut until about mid-June, then cut and remove hay. The spring meadow should then be grazed or cut (removing arisings) until autumn.

- Summer meadow areas - Cut for hay after wildflowers have dropped their seeds in about September and graze in March (not June when the meadow flowers are growing!) until about April.

Notes ref summer meadow areas on Monkwood green. Aim is to encourage hemiparasitic plants such as yellow-rattle in the sward which reduce the vigour of the coarse grasses, and to favour desirable species such as the orchids and betony which make such a superb display and are so beneficial for invertebrates as well as botanical diversity. Such species will be adversely impacted by mowing too early, especially in a late season. Yellow-rattle goes on flowering until September and the betony does not come into full flower until July/September on the Green, so if cut too early then you are chopping it off in its prime and stopping it from seeding.

Chair (Online approval 19/10/2020)