

# Grimley Parish Council

**Monday 22<sup>nd</sup> February 2021, 7.30pm**

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

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) REGs 2020  
<http://www.legislation.gov.uk/ukxi/2020/392/contents/made>

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

The meeting password was available within the agenda on the parish noticeboards and upon request from the Clerk.

Copies of the parish council data protection policy, privacy notice and consent forms were available in advance via the parish council website and were assumed to have been read and understood by all in attendance.

The parish council Code of Conduct and Standing Orders, including details of procedures for public open forum and public recording of parish council meetings, were also available in advance online.

## **Minutes of the meeting**

**DRAFT – to be approved April 2021**

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|       | <b>Cllrs Present:</b> D Stanley (Chair), A Taft, A Atkinson, A Bretherton, G Moore, A Passey and S Wilson.                                                                                                                                                                                                                                                                                                                                                                                                 |       |
|       | <b>In Attendance:</b> Mrs L Stevens (Clerk & RFO). DCllr Clarke, Nil public.                                                                                                                                                                                                                                                                                                                                                                                                                               |       |
| 15/21 | <b>Public open forum</b> not legally forming part of the meeting. Nil questions.                                                                                                                                                                                                                                                                                                                                                                                                                           |       |
| 16/21 | <b>To consider any apologies for absence</b><br>County Cllr Phil Grove. Cllrs Ayers & Green.                                                                                                                                                                                                                                                                                                                                                                                                               |       |
| 17/21 | <b>Declarations of interest &amp; points of order</b><br>a. To note proposed amendments to Standing Orders. Motion to approve and adopt with immediate affect updates concerning policies 'Public Open Forum' and 'Procedures for filming and publishing via social media'. Noted and <b>approved</b> . Prp: AB. Snd: AP.<br>b. Welcome and 'Information provided at the beginning of each parish council meeting'. <b>Approved</b> process. Prp: AT. Snd: AB.                                             |       |
| 18/21 | <b>Minutes of previous meetings</b> – Motion to approve previous minutes.<br>a. 18 <sup>th</sup> Jan 2021 – Monthly meetings of Grimley Parish Council. Duly <b>approved</b> . Prps: SW. Snd: AB.                                                                                                                                                                                                                                                                                                          |       |
| 19/21 | <b>To note the Report of the County Councillor – Phil Grove</b><br>a. To note with thanks that £565.00 donation from Phil Grove has been received by the Parish Council and placed in reserved for use towards church facility improvements. Cllrs understood that CCllr Grove will not be standing for election again in May 2021. Clerk to write letter of thanks for the most recent donation and also to express how incredibly grateful Parish Cllrs are to Phil for his work as a County Councillor. | Clerk |

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| 20/21 | <p><b>To Receive the Report of the District Councillor – Dean Clarke.</b></p> <p>Road sweeper has been directed to Grimley village. Gave thanks once again to volunteer litter pickers. MHDC have <b>approved</b> their five year plan, which sets out a number of actions to be completed by 2025 under their three priority areas - Our Communities, Our Economy and Our Environment. The plan will be updated every year based on feedback from residents' survey. View the plan here: <a href="https://www.malvern hills.gov.uk/about-your-council/your-local-council/five-year-plan">https://www.malvern hills.gov.uk/about-your-council/your-local-council/five-year-plan</a></p> <p>Update on enforcement actions:</p> <ul style="list-style-type: none"> <li>- Ball Mill – Enforcement notice on metal framed buildings.</li> <li>- Hedges Grimley north – Enforcement aware and owner already had plans for management and reinstatement.</li> <li>- Camp Lane and Retreat various – hedges, right of way, buildings, stables. Etc. Ongoing. Enforcement and rights of way officers aware.</li> </ul> <p>Council tax update – probable CC increase by 2.4%, MHDC increase by 1.3%, GPC increase by 0.5% only because tax base has changed. Parish Councillors noted that they requested nil precept rise in the parish council portion for 2021/2022, in acknowledgment of the hardships experienced as a result of Covid 19, but now nonetheless residents will experience a minor increase as the number of contributing properties overall has changed.</p> |              |
| 21/21 | <p><b>Planning</b> - to consider, comment and resolve to respond to the following applications.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |              |
| a.    | <p><b>20/01872/SCR - Land At (Os 8036 6145) Sinton Green/Hallow. Environmental Impact Assessment Screening Opinion for proposed solar photovoltaic (PV) farm development.</b> Cllrs noted that this is not a formal planning application. MHDC have responded with a list of considerations and a list of what evidence/information would be required from the applicant in a future application. Cllrs noted crowd funding underway ref landscape studies. Proposed and <b>agreed</b> no further action until results of crowd funding more apparent. Prp:SW. Snd:AB. Hallow PC have appointed a planning advisor in principle but will not be contributing to local studies commissioned by residents. Cllr Stanley to check with Wichenford.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Cllr Stanley |
| b.    | <p><b>21/00155/GPDQ Moorcroft Farm, Sinton Green, WR2 6NW. Proposed change of use of an agricultural building to dwelling.</b> Cllrs had concerns relating to likely major structural alterations required, close proximity of nature, narrow road, difficult visibility, difficult access if parking spaces are already occupied and lack of amenity space.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Clerk        |
| c.    | <p><b>21/00137/CU Hillcroft, Sinton Green, Hallow, Worcester, WR2 6NW, Change of use of land from agricultural to residential.</b> Cllrs had no comments to make.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |              |
| d.    | <p><b>Hallow Neighbourhood Plan - Regulation 16 Consultation.</b> Cllrs noted previous submission made during draft consultation period and had no additional comments to make.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |              |
| 22/21 | <p><b>Environment &amp; Climate Emergency</b><br/>To discuss updates and formulate Motions not requiring written notice.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |              |
| a.    | <p>Cllrs thanks Cllr Stanley for his presentation on the Climate emergency. Slides will be tidied and disseminated, with follow up information in due course.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Cllr Stanley |

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| 23/21 | <p><b>Infrastructure, highway matters, drainage and flooding</b><br/>To discuss updates and formulate Motions not requiring written notice.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                           |
| a.    | <p><b>Hedges and paths along A443</b><br/>Cllrs noted that Highways have declined to intervene regarding the overgrown hedges along A443. Cllrs <b>approved</b> quotation from S.S for £350.00 for cutting back hedges from A443 layby to Grimley cross roads, clearing paths of debris and moss, and removal of all arisings.<br/>Prp: AT. Snd: SW</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Clerk                     |
| b.    | <p><b>Update ref communications from West Midland Bird Club.</b><br/>Bird watchers have drawn attention to vegetation removal to north of Grimley village. Cllrs noted with concern the hostile comments arising from tweets by Grimley Birding – actual author unknown. The Clerk had experience inappropriate phone calls. Cllr Stanley had liaised with West Midlands Bird Club who have not sufficiently condemned the activities of their members, who have no relevant code of conduct for members and no agreed procedure when members have concerns over environmental matters. Enforcement are aware of vegetation removal. Landowner has been given and accepted opportunity to provide information and explanation. Cllr Stanley agreed to write to WMBC and invite them to take part in community environmental projects and draw attention to the amount of litter that the bird watchers drop and the damage caused to verges by inappropriate parking whilst the car park rented by the organisation remains unused. The Clerk is to amend the PC website to show reasonable contact hours between 9am til 5pm unless emergency.</p> | Cllr Stanley<br><br>Clerk |
| c.    | <p><b>Update concerning Camp Lane various.</b><br/>Previously covered.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                           |
| d.    | <p><b>Correspondence concerning drains in Sinton Green.</b><br/>To note Cllr Stanley's response.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                           |
| e.    | <p><b>Right of way updates:</b></p> <ul style="list-style-type: none"> <li>- Broken stile/gatepost near Church Farm, Grimley. Reported 994124</li> <li>- Missing finger post opp the pleck – Reported 994126</li> <li>- Missing gate opp the old vicarage - Reported 994129</li> <li>- Locked gate along A443 near layby/bin – Reported 994137</li> <li>- Vehicles parking on bridleway vicinity of Riverdale – Cllr Taft to conduct site visit.</li> <li>- Fallen finger board opp Old vicarage – Reported 994140</li> <li>- Locked gate behind Cllr Atkinson – Reported 994145</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                           |
| f.    | <p><b>Flooding in road outside Church Farm, Grimley.</b><br/>Highways reported that "the Drainage Engineer has visited and can confirm the gully near Church Farm doesn't go anywhere. Unfortunately, the levels on that section of road do not allow for a fall good enough to install a system. It is something the team are investigating further."</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                           |
| g.    | <p><b>To note outcome of request for 30mph speed reduction Grimley.</b><br/>Highways have rejected requested to reduce 60mph speed limit in Grimley approach road. Cllr Stanley to write to school requesting that parents be reminded of speed limit and need for appropriate speed and parking.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                           |

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| 24/21 | <p><b>Commons and Village Greens</b><br/>To discuss updates and formulate Motions not requiring written notice.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                         |
| a.    | <p><b><u>Sinton Green.</u></b><br/>To note that new bin to be placed near noticeboard will be received in March/April. Duly noted.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Clerk                   |
| b.    | <p><b><u>Monkwood Green.</u></b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                         |
| i.    | <p><b>Management and Commoners Association update.</b><br/>Commoners have suggested amendments to the Management Plan. Ecology advisor had no concerns. Clerk to draft amendments and resend to Commoners.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Clerk                   |
| ii.   | <p><b>Drains and ditches – update and proposal for quotations.</b><br/>Cllrs Stanley and Wilson and resident CB met to walk the Common and inspect ditches. No specific threats to properties were found to be likely as a result of any flooding or general wetness. Priority is conservation. Pond last dredged in 1997 and ditches last cleared in 2013 by B.P according to resident information. CB advised as to ongoing management and future work to dredge main pond and the ditches that flow into it. Responsibility of ditches may lie with owners of hedges not PC but Cllrs did not wish to pursue this route. CB provided a plan of ditches ad pipework that would need rodding out. Clerk <b>instructed</b> to draft a letter to residents explaining PC intentions and asking for any objections and inviting quotations for clearing of pipes and ditches around main pond, along section by the Croft and by Langdale. SW encouraged a rolling plan for ditch clearance work, which Cllrs agreed was necessary. Prs: AB. Snd: Ap</p> | Clerk                   |
| iii.  | <p><b>Emergency pollarding work – update and to receive invoices.</b><br/>Emergency work to final willow <b>approved</b> £140. Prp: AA. Snd: AB</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Clerk                   |
| iv.   | <p><b>Potholes on service roads.</b><br/>Cllr Wilson reported that residents felt that the wrong substance was put down and now turns to mud. Potholes worse than before. CB has advised that Type MOT1 be used. Site walk with TJ has suggested that six bags of 800kg stones at £46 +VAT + £10 delivery would be sufficient. Cllrs <b>agreed</b> that PC should provide substance and residents have agreed to fill potholes outside their own properties.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Clerk<br>Cllr<br>Wilson |
| v.    | <p><b>Water seepage outside Langdale.</b><br/>Unable to observe as water levels avross entire Common have been high. Previous <b>agreed</b> actions may sort this out.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Clerk                   |
| vi.   | <p><b>Defibrillator check.</b><br/>Clerk to check with Heart Foundation Trust.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Clerk                   |
| vii.  | <p><b>Trough.</b><br/>Severn Trent invoices to be received every three months from April 2021. Motion to evaluate water provision/cost 2021 - April 2022 and thereafter assess whether Commoner contribution is required.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |
| 25/21 | <p><b>Reports from other Projects and Representatives</b><br/>To discuss updates and formulate Motions not requiring written notice.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                         |
| a.    | <p><b>Tablet donation to Grimley Primary School</b><br/>£467.98 donated to school for technology purchase to assist with families home schooling due to lockdown or later required to home school due to positive covid tests.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                         |

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| a.    | <p><b>Broadband projects update</b><br/>All three projects are progressing well. Wayleave restriction at Grimley village is being resolved by Open Reach with no intervention required by residents. Monkwood Green infrastructure is being installed. Sinton Green project has sufficient parties signed up and a contract to the parish council will be issued shortly. Some delays to installation elsewhere due to covid. Some residents experiencing delays setting up contracts.</p>                                                                                                                                                                                                                                | Clerk<br>Cllr<br>Stanley |
| b.    | <p><b>Peace Hall</b><br/>No more committee meetings until members can meet in person.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                          |
| e.    | <p><b>Lengthsman</b> – has submitted timesheet correctly.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                          |
|       | <p><b>Facilities at church, defibrillators in Grimley and Sinton, maintenance of phone box.</b> No progress due to covid restrictions.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                          |
| 26/21 | <p><b>Finance and Administration</b> - To discuss updates and formulate Motions not requiring written notice</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                          |
| a.    | To consider and <b>motion</b> to approve the payment of outstanding accounts. Prps: AA. Scnd: GM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                          |
| b.    | To receive and <b>motion</b> to accept Bank Reconciliations 2021. Prps: AB. Scnd: SW                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                          |
| c.    | To participate in trial partnership accountability and audit review with Hallow Parish Council. Nil intervention requested.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                          |
| 27/21 | <p><b>Correspondence, dates for diary, items for future agenda.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                          |
| a.    | Invitation to the Natural Networks Event - Worcestershire County Council. FREE Webinar that will be held on the <b>17th March 2021</b> at 18.00.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                          |
| b.    | Consultation on Statement of Community Involvement – WCC. Welcome public comments on the draft update by <b>18th March 2021</b> .                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                          |
| c.    | Planning training urban design - Rescheduled: <b>Mon 26 April 2021</b> 6-8pm (previously 2 March 2021). Cllr Moore to attend. Others welcome.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                          |
| d.    | Affordable housing training - <b>Wed 10 March 2021</b> , 6-8pm. Cllr Moore to attend. Others welcome.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                          |
| e.    | To note that the Clerk has responded to the South Worcestershire Playing Pitch & Outdoor Sports Strategy - Parish/Town Council Survey (MHDC survey).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                          |
| f.    | To note that the Clerk has responded to the Land Registry survey organised by NALC and relating to ease of access of their services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                          |
| g.    | SECTION 137 SPEND 2021/2022. To note that we have received notification from the Ministry of Housing, Communities and Local Government that the section 137 for parish and town councils in England for 2021-22 is £8.41 per elector.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                          |
| h.    | Preparing for the possible return of face-to-face meetings.<br>The regulations that allow local authorities to hold meetings remotely apply to meetings only before 7 May 2021. This means that, without any further action from the government, all local authorities including local councils must return to face to face meetings from 7 May. NALC is working with a number of national bodies to press the government to extend these regulations beyond this date and will continue to stress the urgency and importance of this issue. However, at this time government has no plans to extend these regulations and so councils should start preparing for the real possibility of face to face meetings from May. |                          |
| 28/12 | <p><b>Date of next scheduled meeting – Monday 22nd March, 7.30pm.</b><br/>Online meeting via Zoom. The press and public are cordially invited to attend this meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                          |

## Appendix 1 – Items for payment

|                |                                                                                                                 |         |          |
|----------------|-----------------------------------------------------------------------------------------------------------------|---------|----------|
| Mr T. Jay      | Invoice dated 17 <sup>th</sup> Feb, received 18/02/2021.<br>Emergency pollarding work to willows Monkwood Green | £520.00 | VAT nil  |
| Mr Simon Skeys | Lengthsman worksheet/s for: January 2021.<br>PAID 11 <sup>th</sup> February 2021.                               | £208.00 | VAT nil. |
| Lisa Stevens   | Clerk wages Jan 2021. As per contract of 12 hours per<br>week, £12.01 per hour.                                 | £576.48 | VAT nil  |
| Lisa Stevens   | Expenses Jan 2021 Including £14.39 zoom membership.                                                             | £34.88  | 2.40 VAT |

Chair ..... (Online approval 22/03/2021)