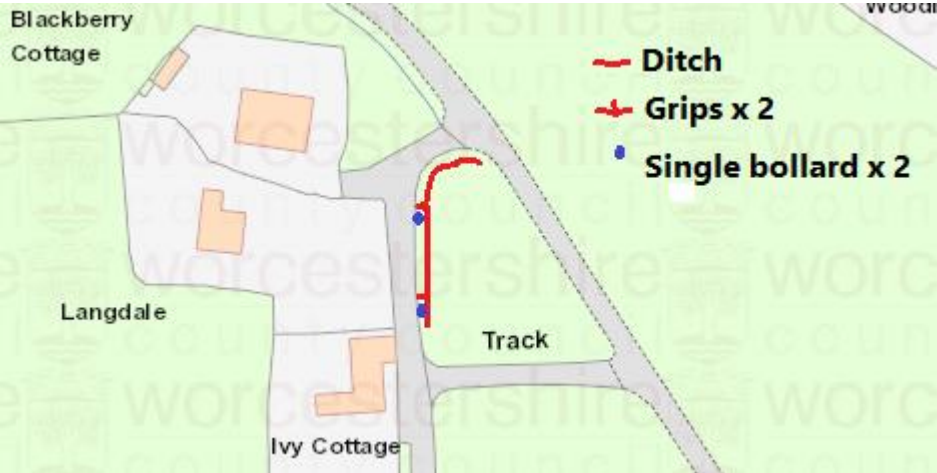


# Monthly Meeting of Grimley Parish Council

Monday 30<sup>th</sup> August 2021, 7.30pm  
Peace Hall, Sinton Green

## Minutes of the meeting

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|       | <p><b>Present:</b> D Stanley (Chair), A Bretherton, P Ayers, J Izamis, G Moore, A Taft, S Wilson.</p> <p><b>Attending:</b> DCllr Dean Clarke, Parish Clerk Lisa Stevens. Public 2, GG and BT.</p>   |
| 87/21 | <p><b>Points of order</b><br/>Welcome. Information provided at the beginning of each meeting in relation to social distancing and procedure for open forum.</p>   |
| 88/21 | <p><b>Public open forum</b><br/><i>At a resident's request the order of the agenda was rearranged at this point. Approved unanimously. Open forum does not usually form a legal part of the meeting but this restriction is waived in this case only.</i></p> <p><b>i. Drains, ditches and water seepage outside Langdale.</b></p> <p>GG spoke on behalf of resident TC of Langdale who is concerned that current plans to clear the headwalls and underground pipes will not be sufficient to solve the standing water. Cllrs agreed that the current process of elimination is correct given that the land is SSSI but approved an amendment to the existing contract with BP to extend current plans for a ditch extending from Langdale (edge of property adjacent to garage wall) to the existing ditch on the tarmac highway. Subsequent site visit with Land Drainage Partnership Jack Adams confirmed that this was the correct course of action, with the ditch required to be approx. 1m in from the edge of the service road and with two grips leading to the ditch and single wooden bollards protecting the grips. See illustration below. Natural England to be informed of this slight amendment.</p>  <p>The diagram is a site plan showing the layout of a property and its surroundings. On the left, there are three buildings labeled 'Blackberry Cottage', 'Langdale', and 'Ivy Cottage'. A 'Track' runs along the right side of the property. A red line indicates the proposed 'Ditch' extending from the edge of the property adjacent to the garage wall to the existing ditch on the tarmac highway. Two red arrows labeled 'Grips x 2' point to the ditch. Two blue dots labeled 'Single bollard x 2' are positioned near the grips. A legend in the top right corner identifies the symbols: a red line for 'Ditch', a red arrow for 'Grips x 2', and a blue dot for 'Single bollard x 2'.</p> |

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|       | <p>ii. Resident BT addressed Cllrs ref concerns over lack of lengthsman work taking place in Grimley village. Noticeboard, gullies, drains are all overgrown/blocked/covered with debris. Cllr Taft has been strimming round the noticeboard to tide it over but this should not be necessary. Guttering both sides of road in Grimley village need attention regularly as this section is a known flood risk. Clerk to send round existing lengthsman contract and list of annual jobs to Cllrs. Cllr Bretherton noted his work to update both the lengthsman contact and the mowing contract at Sinton Green (also undertaken by SS) and the lack of satisfactory progress in this respect. Cllrs noted the existing three month deadline (ending mid October 2021) for an agreement with SS on this. Clerk to report blocked drains to Highways and to request road sweeper for the village.</p> <p><i>Residents thanked for their contributions. Normal order of agenda resumed.</i></p> |              |
| 89/21 | <p><b>To consider any apologies for absence</b><br/>Parish Cllrs Atkinson and Passey. Cllr Scott Richardson Brown</p>  |              |
| 90/21 | <p><b>Declarations of interest.</b><br/>Updated info ref Cllr Atkinson ref wording of declarations.</p>  |              |
| 91/21 | <p><b>Minutes of previous meetings</b> - Motion to approve previous minutes.</p>   |              |
| a.    | <p>12<sup>th</sup> June 2021. Clerk to reword minutes to ensure clarity on how and when County Cllrs can be contacted and what matters should be directed to the County Council website. Minutes not signed pending amendments but <b>approved</b> for publication minus the queried sections Prp DS. Scnd AT.</p>   |              |
| 92/21 | <p><b>To receive the report of the District Councillor – Dean Clarke.</b><br/>- Road will be closed at Wichenford 2<sup>nd</sup> Sept 9 -3pm for repairs.<br/>- Cllrs received clarification ref ward boundary consultation.</p>   |              |
| 93/21 | <p><b>To receive the report of the County Councillor – Scott Richardson Brown</b><br/>Although CCllr Richardson Brown was not present, Cllr Stanley queried parish council July minute item 80/21 which confirmed WCC lack of compensation to businesses in the parishes of Hallow, Holt and Grimley and concern as to how this decision was made by County Hall and on what basis. Cllrs agreed that it is important that this is addressed in the event that the road have to be dug up again to allow gas mains installation for the same estate. Cllr Stanley to query at next meeting.</p>  | Cllr Stanley |
| 94/21 | <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 EIA Screening Opinion for solar photovoltaic farm and 21/01039/SCR EIA screening opinion for Birchall Green.</b><br/>No update available. Submission expected shortly.</p>  |              |
| b.    | <p><del>20/01985/FUL</del> at Wagon Wheel Grimley Worcester WR2 6LU. Conversion of public house/restaurant to 1no. dwelling and the erection of 1no. dwelling. Application withdrawn.</p>  |              |
| c.    | <p><b>For info only. 21/01518/GPDE</b> Laytham House, Grimley, Worcester, WR2 6LU. Notification for prior approval. Cllrs had no comments to make.</p>   |              |

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| 95/21 | <p><b>Infrastructure, highway matters, drainage and flooding</b><br/>To discuss updates and formulate Motions not requiring written notice.</p>   |                            |
| a.    | <p><b>Road closure at Hallow A443 Piper Homes, Hallow Leas.</b><br/><b>i. To note/discuss letter to Chief Exec D.Bradley Piper Homes.</b></p> <p>At the request of both residents and parish cllrs, members debated the letter sent to Piper Homes. Cllr Stanley stated the following:</p> <ul style="list-style-type: none"> <li>- it was fair to write to the developer to ask for a contribution to a community project in lieu of the disruption and harm being caused to the parish and, that it was important that this request be made whilst the road was still closed and whilst issues were ongoing – hence the timescales applied in this instance.</li> <li>- no negative implications for the parish in asking for a contribution.</li> <li>- all parish cllrs and a number of residents were consulted via email. All parishioners were consulted via Facebook. Multiple support and two against.</li> </ul> <p>Cllr Taft raised concern that although the project is a very worthy one, correct procedure had not been followed and that the letter should have been approved at full council, even if most cllrs are in favour of the issue.</p> <p>Cllrs asked for clarification as to why the church project was chosen as the intended recipient of any such funding in this case. Cllr Stanley stated that it was right that the level of requested donation matched probable levels of expenditure by a project. A sum of £30,000 was suggested to the developer as an appropriate level of compensation, calculated by examining extended travel times of all residents in the parish caused by the diversions - cllrs were copied in to these calculations. Of the two main projects in the parish at this time (improvements to church facilities and the project for two defibrillators), the defibrillator project costing approx. £4,000 is already well on the way to be financed by resident and parish council donations.</p> <p>The Clerk inspected standing orders and found no existing directives governing the process of approval of actions that involved no expenditure/instructions to contractors/commissioning of projects. The Clerk asked Cllrs to debate further the use of emails for parish council business. Cllrs discussed whether because members are elected every 4 years to represent the parish, they do not need a vote or discussion on every single issue. There was a general agreement that all members had the opportunity to request an extra ordinary parish council meeting – no member did so in this case. Cllr Moore asked for clarification on whether an online meeting could have been called to ratify the decision. The Clerk confirmed that at present there is no legislation permitting parish council decisions to be made via virtual meetings (Covid19 legislation has expired).</p> <p>Parish Cllrs voted 6 <b>in favour</b>, 1 abstention, to reaffirm their previous approval by email of the letter to Hallow Developers. Prps AB. Scnd PA. Parish Cllrs <b>reaffirmed</b> via unanimous vote to support maintenance and improvements at the church including toilets and kitchen. Prps GM. Scnd SW.</p> <p>Whilst there had been no apparent breach of current standing orders, Parish Cllrs <b>agreed</b> to explore amending standing orders in relation to <u>motions/decisions for purchases, project orders or instructions specifically to contractors</u>, and a requirement that these should be approved via a vote at a full parish council meeting in person and not via email/phone/social media. This excludes the amount that the Clerk is permitted to commission in an emergency. Cllr Taft to draft amendments to standing orders.</p> <p>Not voted upon but discussed generally was wording in standing orders to cover <u>general decisions made by email for projects/project suggestions NOT involving expenditure</u> and NOT requiring parish council resources.</p> | <p>Cllr Taft<br/>Clerk</p> |

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| a.    | <p><b>ii. To note associated (but not exclusive) topic – dangerous driving/recent accidents at Moseley and other local roads</b><br/>Residents are reminded that any accidents should be reported to the police using 101 if the matter is not urgent. Before enforcement or traffic regulation orders can be used to improve road safety, there must be suitable evidence of the problem – hence the need to report each occurrence. Highways have placed additional signage along Moseley Road asking drivers to slow down.</p> |                      |
| b.    | <p><b>Road closure at Grimley village near phone box</b><br/>Cllrs reported that the work had been conducted over two days and supplied fibre optic capabilities to houses in vicinity of Rafters.</p>  |                      |
| c.    | <p><b>Blocked right of way behind Sinton Court</b> – Noted as resolved.</p>   |                      |
| d.    | <p><b>Parish council name plates on parish noticeboards</b><br/>The Clerk was instructed to purchase name plates/letters in brass. Prp DS. Scnd AT</p>  | Clerk                |
| e.    | <p><b>Camp Lane rights of way enforcement.</b><br/>Awaiting planning application to be submitted. No further action by planning officers within this given timescale.</p>   |                      |
| f.    | <p><b>Application regularise long standing use of right of way 635.</b><br/>Awaiting developments from County Hall.</p>   |                      |
| g.    | <p><b>Update on bin order, Sinton Green.</b><br/>Lead time on Glasdon bin is October 2021 due to lack of parts and Glasdon have confirmed the order is still being attended to.</p>   |                      |
| h.    | <p><b>Flooding in road outside Church Farm, Grimley.</b><br/>Awaiting update from Highways.</p>   |                      |
| i.    | <p><b>Litter pick of parish</b><br/>Clerk to place advert on Facebook encouraging residents to sign up to the MHDC litter picking initiative. Once residents obtain equipment from MHDC, they can take part in a parish wide litter pick, without the need for the parish council to source equipment – something which has provide difficult in the past.</p>  | Clerk                |
| 96/21 | <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></p>  |                      |
| i.    | <p><b>Mowing for village green</b><br/>Cllr Bretherton reported that the smaller green needs a wider cut at this time of year and that the contract was being tweaked.</p>  | Cllr Bretherton      |
| ii.   | <p><b>Seagulls numbers reaching nuisance levels</b><br/>Cllr Izamis to make contact with the pest control (falconers) contractors used as his employment and seek advice. Clerk to place note on Facebook requesting residents to stop feeding the gulls.</p>   | Cllr Izamis<br>Clerk |
| iii.  | <p><b>Retrospective approval for emergency work to tree on village green in vicinity of Pound Farm.</b><br/>Resident GJ had notified Clerk that a tree was shedding branches and in danger of collapsing on to her barn, involving threat to property and person. Clerk instructed the resident to commission J.B Sinton Tree Surgeon to make the tree safe as a matter of urgency. Invoice outstanding to the parish council. Cllrs approved this action and agreed to accept the invoice. Prop GM. Scnd SW.</p>                 | Clerk                |

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| b.<br>i. | <p><b>Monkwood Green.</b><br/> <b>Retrospective approval of emergency work on two elms along Waverley cottage track.</b><br/> Resident RP had notified Clerk that two trees were dead and rotten and were in danger of falling across the parish council owned access road. Resident has previously assisted parish council in similar matters and had previously provided proof of chainsaw licence. Clerk instructed the resident to liaise with land owners behind trees and to make the trees safe. Cllrs approved this action and agreed to accept the invoice. Prop DS. Scnd AB.</p>               | Clerk                                   |
| ii.      | <p><b>Management update.</b><br/> A bill for the Monkwood Green trough water £65.25 was sent by WaterPlus to an incorrect address in Sinton Green. The Clerk has been attempting to clarify parish council address with Severn Trent and WaterPlus, hoping to obtain a correctly address invoice. Cllrs debated the need for Commoners to agree to care for the trough and get involved in maintenance, as the risk of damage to the trough and then significant water loss is high. The Clerk was <b>instructed</b> to address this when negotiating contracts and issuing Commoner Agreement 2022.</p> | Clerk                                   |
| iii.     | <p><b>Potholes on service roads</b><br/> List of contractors obtained from Worcs Wildlife. Spec drafted. Cllrs amended and selected option 1 of spec. Prps SW. Scnd JI. Clerk to approach contractors with this spec asking for quotes asap. Cllr Wilson to progress filing potholes if no response from contractors.</p>  | Clerk<br>Cllr Wilson                    |
| iv.      | <p><b>Drains and ditches update</b><br/> Covered in public open forum.</p>   | Clerk                                   |
| v.       | <p><b>Worcester Wildlife correspondence ref Monkwood</b><br/> Worcestershire Wildlife Trust have raised funds to purchase land at Green Farm, on the western edge of Monkwood to extend and protect Monkwood. Cllrs are awaiting a date from M.Perry for a site visit to discuss. Clerk to chase.</p>  | Clerk                                   |
| vi.      | <p><b>Worcester Wildlife mains water pipeline to service newly purchased land</b><br/> The clerk had received details of a proposed route for a new pipeline which crosses the SSSI/parish council owned land. The Clerk and Worcs Wildlife are liaising to put together a list of requirements, including mapping precise route, obtaining preliminary permission from Natural England and discussing whether this provides opportunity for an additional trough and corral on Monkwood Green Common. A formal proposal will be put to Cllrs for their debate and consent in due course.</p>            | Clerk                                   |
| 97/21    | <p><b>Reports from other Projects and Representatives</b><br/> To discuss updates and formulate Motions not requiring written notice.</p>  |   |
| a.       | <p><b>Queen's Platinum Jubilee 2022, including tree planting and option for a beacon</b><br/> Cllr Izamis to approach J. Willetts on Top Barn trading estate ref design, quote and fabrication of beacon. Clerk to approach Peace Hall ref consultation about beacon location. Cllr agreed that it was desirable to combine the queen's jubilee with centenary celebrations at the Peace Hall. Cllr Bretherton to confirm to Hall Committee that they may set the dates and the parish council will fall in.</p>   | Cllr Izamis<br>Clerk<br>Cllr Bretherton |
| b.       | <p><b>Broadband projects update Grimley and Monkwood Green</b><br/> No new information since July.</p>   |   |

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| c.    | <p><b>Defibrillator Grimley village and phone box repairs.</b><br/>Cllr Taft continues to liaise with resident volunteers. Leaflet has been drafted and waiting for approval from SR. Repairs to phone box to begin shortly. Cllrs reaffirmed that the long-term health of the community was vital and so the entire community should be approached for donations, that the project should be handled on a standardised basis using same equipment provider as that in Monkwood and, that the parish council would be responsible for maintenance of the unit once installed. Prps AB. Scnd JI.</p> | <p>Cllr Taft<br/>Clerk</p> |
| d.    | <p><b>Project to provision of defibrillator at Sinton Green.</b><br/>Clerk is obtaining copy of hosting agreement to be offered to Peace Hall committee for comment and approval. <b>Motion</b> to agree annual donation to Peace Hall to cover electricity use of equipment hosted at the Hall £10 p.a. <b>Approved</b> unanimously. Prps AB. Scnd PA.</p>   | <p>Clerk</p>               |
| e.    | <p><b>Peace Hall.</b><br/><b>Motion</b> to approve donation to Peace Hall towards coffee mornings for families and elderly residents, not exceeding £200. <b>Approved</b> unanimously. Prps AB. Scnd PA.</p>  | <p>Clerk</p>               |
| f.    | <p><b>Lengthsman</b> - Covered in Public open forum.</p>  |                            |
| g.    | <p><b>Project to improve facilities at church.</b><br/>Cllrs noted that the maintenance team has the support of residents parish wide, with many from outside Grimley village lending a hand on a regular basis. The team gives ample opportunity for public consultation at the many fund raising and community events.</p>  |                            |
| h.    | <p><b>School facilities and parking</b><br/>It was noted that the school has been given a small patch of land to the rear. Cllr Moore to make contact with the school and establish what plans are in place to tackle the problem with parking. The PCSOs have been in touch with the parish council re this issue.</p>   | <p>Cllr Moore</p>          |
| i.    | <p><b>Police - Safer West Mercia Plan for consultation.</b><br/>Cllrs unanimously voted to support this plan, particularly the emphasis on putting victims first and instructed the clerk to feedback appropriately. Prps PA. Scnd AB.</p>  | <p>Clerk</p>               |
| j.    | <p><b>Boundary commission consultation on ward boundaries.</b><br/>Cllrs had no differing opinion to that given by DCllr Clarke and so instructed the Clerk to draft supporting response. Prps AB. Scnd SW.</p>   | <p>Clerk</p>               |
| 98/21 | <p><b>Finance and Administration</b> - To discuss updates and formulate Motions not requiring written notice</p>  |                            |
| a.    | <p>To consider and <b>motion</b> to approve the payment of outstanding accounts. Duly approved. Cllrs signed Information Commissioners direct debt form,</p>  | <p>Clerk</p>               |
| b.    | <p>Lloyds had stopped sending bank statement by paper but had not informed the Clerk. Bank recon for July duly inspected and approved.</p>  | <p>Clerk</p>               |
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| 99/21  | <b>Correspondence, dates for diary, items for future agenda.</b><br>i. Worcester City Run taking place in the City on Sunday 5th September. Majority of the road closures start from 8am with most roads reopening at 12.30pm at the latest.<br><br>i. Parish Councillor information on rural affordable housing. Includes some very useful checklists that parish council should have to hand in the event any possible/proposed housing developments arising in the parish. Duly noted. |  |
| 100/12 | <b>Date of next scheduled meeting</b><br><b>Mon 20<sup>th</sup> Sept 7.30pm.</b> Peace Hall, Sinton Green.<br>The press and public are cordially invited to attend this meeting.  |  |

#### Appendix 1 – Payments to be made (or date paid if contracted monthly payment)

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| Chello                    | Phone box paint Grimley village                                 | £63.50  | VAT nil               |
| Mr P.Moore                | Internal audit  | £5.00   | VAT nil               |
| Mr S Skeys                | Lengthsman July worksheet 2021<br>Estimated. Worksheet due asap | Not exceeding<br>£195.50                                | VAT nil               |
| Mr S Skeys                | Mowing Sinton Green June 2021. Estimated. Worksheet due shortly | Not exceeding<br>£75.00                                 | VAT nil               |
| Information Commissioners | Annual mandatory subscription ref GDPR                          | £40.00<br>(will be £35 once direct debit form accepted) | VAT nil               |
| Mrs Lisa Stevens          | Monthly expenses Aug 2021.                                      | £78.25  | VAT under calculation |
| Mrs Lisa Stevens          | Monthly wage July 2021  | £576.48   | VAT nil               |

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