

**At the Meeting of Grimley Parish Council held on
20 March 2017
in The Peace Hall, Sinton Green commencing at 7.30pm**

Present: D Lewis (Chair), G Sweeney (Deputy Chair), P Ayers, B Jones, A Marsh, D Stanley, E A Taft.

In Attendance: Mrs L Stevens – Clerk, County Cllr Phil Grove, District Cllr Dean Clarke, 0 Members of the public.

Apologies: A Davies, B R Woodhouse (accepted)

40/17 Declarations of Interest

a. Register of Interests

P Ayers declared an interest in relation to items relating to Monkwood Green service road repairs, deeds of grants of right of way, ref Langdale.

b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature

There were none.

c. To declare any Other Disclosable Interests in items on the agenda and their nature

Members referred to previously agreed Dispensations on file.

d. To declare any changes to Register of Gifts & Hospitality

There were none.

e. To consider written requests from Councillors for the Council to grant a Dispensation (S33 of the Localism Act 2011)

There were none.

41/17 Minutes of previous meetings – Motion to approve previous minutes.

a.	Full Parish Council, 20 February 2017
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	The Minutes of the previous meeting, having been previously circulated was approved and signed by the chairman as a correct record.
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42/17 Public Question Time- Closure of the meeting to allow the public present to speak on any matters relating to Grimley Parish. Public Question Time is not part of the formal meeting: brief notes are hereby appended to the Minutes as an aide memoire.

There being no comments the meeting was re-opened.

43/17 To receive the report of the County Councillor – Phil Grove

a.	County Hall is analysing the full impact of the announcements that the Chancellor made in his Budget statement. He announced that: an extra £2.4 billion would be invested nationally into adult social care over the next 3 years, with £1bn of that being earmarked for 2017/18; more money for schools maintenance and; extra investment to tackle traffic congestion. We are assessing the implications of these investments on Worcestershire.
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	Worcestershire has secured a £17.5 million 'Budget boost' - including £5 million towards a new Pershore-Pinvin congestion easing link road and £4 million to skill-up engineers via an
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	<p>engineering faculty at Worcester's Heart of Worcestershire College. It will accept around 300 students per year, and is expected to be up and running in 2019/120, focusing on a range of intensive engineering courses.</p> <p>CCLr Grove also spoke about concerns regarding traffic and congestion at and around the small roundabout at Holt Heath on the A4133 and also on the C2249 alongside the two junctions with the A443, and the need to widen the footway down to Broomfields farm shop. The emerging LTP4 specifically includes the "SWST17 Holt Heath Junctions" Scheme, allowing for a comprehensive review of these junctions in terms of capacity, traffic flows, design and signalling apparatus to identify whether capacity and/or safety improvements are required – in theory followed by a detailed design process to identify a costed improvement scheme to tackle identified issues and constraints.</p> <p>Cllr Jones suggested that the splay at Holt Heath needs widening to improve visibility.</p> <p>Cllr Taft asked a question concerning theoretical routes of a northern link road.</p> <p>The Chair expressed to CCLr Grove the thanks of the Parish Council for his hard work over the past four years.</p>
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44/17 To receive the report of the District Councillor – Dean Clarke

a.	<p>DCllr Clarke updated the Parish Council on: the success of the latest Thursday Film Night at the Peace Hall; Primary school and preschool progress; success of Disabled Facility Grants (allowing people to live in their own homes); Raceway new signage notifying attendees of the restrictions in place, and; forthcoming fortnightly bin collections (recycling one week, refuse the next).</p>
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45/17 Planning – to consider, comment and resolve to respond to the following planning applications

a.	<p>Application Number: 17/00118/HOU. Location: Langdale, Monkwood Green, Hallow, Worcs, WR2 6NX. Description of Proposal: Proposed ground, first and attic extension plus detached garage. Applicant: Mr Tony Collett. Extension applied for.</p> <p>Members had no comments and no objections. Members expressed a wish that developments of this nature could be compelled to install PV panels to all south, or east/west facing roofs as part of approval process for extensions of this size.</p>
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46/17 Monkwood Green – To receive and discuss updates and formulate Motions not requiring written notice.

a.	<p>Pond clearance update, including:</p> <ol style="list-style-type: none"> <li data-bbox="284 1910 1278 2018">i. To approve payment to Duckworth Trust for above pond clearance: £23.64. (GPC201631). <i>Duly Approved.</i> <li data-bbox="284 2018 1278 2125">ii. To approve purchase of gift for resident in gratitude for loan of JCB:£23.39 (GPC201650). <i>Duly Approved.</i>
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	<p>iii. Motion of thanks to residents for their contributions, time and tea and coffee. <i>Members expressed their sincere thanks to both the residents and to the Duckworth Trust. DCllr Clarke offered his ice-cream van when next Duckworth Trust return.</i></p> <p><i>Regarding protected species such as great crested newts, Natural England Website have advised the information on their website and that the Parish Council talk to the NE licensing department.</i></p>	
b.	<p>Service road update, including:</p> <p>i. To retrospectively approve Member verbal decision to commission SME solicitors to clarify legal position of Parish Council and those residents with a deed of grant of right of way. Capped at £462.50 plus VAT (GPC201647); Duly Approved.</p> <p>ii. Update concerning Highways/Ringway consultation ref detail of repair specs; The Clerk reported that she is awaiting contact from WCC and Ringway in order to arrange a site visit, confirm the standards required in the specification and provide a quotation. Members approved continuing to seek quotations in addition to the above.</p> <p>iii. Consultation with residents – meeting date to be set once tenders have been received by Parish Council. Members approved the following:</p> <ol style="list-style-type: none"> 1. Meeting with the residents to take place after quotations obtained – The Parish Council will then have costs to be presented to residents, for choice of scenario. 2. Clarify the Parish Council legal position. 3. As above, consult with the district Council and/or highways department reference the specification. (ie two specs: repair and/or replacement) 4. That the tenders be broken down into three lots to reflect the various access routes/rights by the residents. 	<p>Clerk</p> <p>Clerk</p>
c.	<p>Well repair update. Cllr Jones to speak to the contractor to remind him of the deadline (end of April).</p>	Cllr Jones
d.	<p>Herbage contract update - Motion to approve contract. Chair to countersign contract. Members unanimously approved signing the herbage contract (previously erroneously referred to as the grazing contract). Monkwood herbage contract duly signed by chair.</p>	
e.	<p>Natural England application for higher tier grant The Clerk explained that now the Land Registry has updated their information regarding ownership of Monkwood Green Common and SSSI (& Sinton Green Common), the Parish Council could now proceed with applying for grants (Countryside Stewardship) via Natural England. Cllr Jones to speak to Sue Smith ref assisting the Parish Council to complete application forms. Clerk to continue process with Natural England to apply for all possible grants available through them.</p>	<p>Clerk</p> <p>Cllr Jones</p> <p>Clerk</p>

f.	<p>Monkwood consultation – future of Monkwood Green Common & SSSI – to approve consultation leaflet, method of consultation (ie response boxes across parish) and motion to approve quotation for printing.</p> <ul style="list-style-type: none"> - Members approved the quotation from Philip Tucker (Parish Council printers) for £45. (A3 folded, 90gsm silk paper, 400 x A3 booklet from 4 page A4). - Members approved placement of consultation boxes, location The Fox, Peace Hall and Primary School. - Cllr Sweeny requested that the leaflet be amended to include figures of likely precept increases if Monkwood Green remains in possession of Parish Council. Members agreed that this was a good suggestion but that the amount of work involved in working through the various scenarios required more time than the previously agreed consultation timetable allowed. Instead the Clerk to insert a sentence explaining that previous precept rises have not been sufficient to cope with increased maintenance costs. Clerk to liaise with Cllr Sweeney to work through the possible costings. 	Clerk Clerk Clerk Cllr Sweeney
g.	<p>Parishioner offer to repaint the phone box Monkwood Green. Members expressed their thanks. The Clerk to liaise with the resident to obtain the correct paint, once purchase of the box has been completed with BT.</p>	Clerk
h.	<p>Parishioner offer to conduct care & maintenance works on willow tree, Monkwood Green. Members reported that this work had already been undertaken and thanks was duly expressed.</p>	
i.	<p>Deeds of grants of right of way, Moorlands and associated property. Ref recent correspondence and motion to approve a way forward. Members proposed and agreed that a letter be sent that this matter be referred to the solicitor, at the full cost of the resident if proceeding. CALC to also be consulted.</p>	Clerk

47/17 Grimley Village – To receive and discuss updates and formulate Motions not requiring written notice.

a.	<p>Update on new installed litter bin Grimley village – liner for bin being chased up. Members were pleased that this facility has now been installed and being used by residents. The Lengthsman is to be contacted to assist with removing the bag holder and inserting the metal liner.</p>	Clerk
b.	<p>Update on replacement litter bin A443 layby – MHDC have been informed ref weekly emptying. Members were pleased that this bin is now in use.</p>	
c.	<p>Update – damage to verge/ongoing parking issues at Grimley lower triangle. Cllr Taft reported that WCC are due to visit to assess options. It was confirmed that the surface of the verge is the responsibility of Highways. Waiting restriction/yellow lines have been rejected by Highways on the basis that enforcement would be difficult and that the paint would be intrusive in a rural location. The police have been asked by Highways to monitor the situation.</p>	

d.	<p>Missing finger sign on public right of way post, near The Priory – update (WCC). WCC have reported that this has been included in their rolling program of maintenance, but at low priority.</p>
e.	<p>Damaged CCTV/litter penalty sign, A443 layby – update on report to MHDC. This has been resolved and repaired.</p>

48/17 Reports from Representatives - To receive and discuss updates and formulate Motions not requiring written notice.

a.	<p>Peace Hall Management Committee. There was nothing to report.</p>
b.	<p>Ball Mill (Tarmac) Quarry Liaison Committee. Cllr Stanley provided an update and noted that an amended planting schedule had been proposed. It was commented that the gate on Grimley approach road is often being left open at present by the farmer and that this was not assisting efforts to preserve the verge and protect the entranceway from dangerous parking.</p>
c.	<p>Grimley Smaller Charities The paperwork has finally gone through with the Land Registry and a contractor has been appointed to tidy up the site.</p>

49/17 General Finance.

a.	<p>Inspection and motion to sign off of Clerk’s annual timesheet for Monkwood Green work outside of contractual hours. Duly approved and signed without comment.</p>
b.	<p>To consider and motion to approve the payment of outstanding accounts. Members approved the payments of accounts as in the presented schedule.</p>
c.	<p>To receive and motion to accept the Bank Reconciliation. Members accepted the previously circulated bank reconciliation without comment and it was duly signed by the Deputy Chair.</p>

50/17 Items for future agenda. Cllrs may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

a.	<ul style="list-style-type: none"> - Need for parish wide tree survey – <i>Cllr Marsh to investigate and approach a local tree surgeon for advice.</i> - Exploration of need for car park for bird watchers, Grimley Village – to be added to future agenda. - Mowing contracts (Monkwood Common only) – Members to consider options.
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Cllr Marsh

Clerk

All

51/17 Correspondence not dealt with elsewhere - To note received correspondence already circulated to Cllrs, or available for inspection at the meeting.

a.	<p>a. Lengthsman contract 2017/18 template from WCC – to be signed by Clerk. Motion to approve continued membership of scheme. Duly approved.</p> <p>b. Simon Skeys quotation for mowing Sinton Green Common only. – motion to accept. £70 per cut total of 15 cuts. Duly approved. Signed contract (herbage agreement) sheep grazing contractor for Monkwood Green. Reaffirmed approval.</p> <p>c. Clerks & Council Direct March 2017 issue.</p> <p>d. Apology from Lloyds bank plc for retaining and destroying a cheque book without Parish Council consent or without then notifying the Parish Council.</p> <p>e. Letter from HMRC ref claim back of PAYE. 27 Jan 2017 – nb. need to do in new financial year.</p> <p>f. WCALC Report to March area meetings – useful summary of transparency code.</p>
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53/17 Date of next scheduled meeting.

10th April 7pm - Annual Parish Meeting, Peace Hall, Sinton Green.

The press and public are cordially invited to attend this meeting.

54/17 Confidential

a.	<p><u>Confidential</u> In view of the confidential nature of the business the public will be excluded pursuant to the Public Bodies (Admission to Meetings) Act 1960.</p> <p><u>Committee Meeting</u> To approve Clerk's contractual annual wage increment to next NJC & NALC recommended payscale.</p> <p>a. To approve annual increment for Clerk's salary. Currently salary point 23.</p> <ul style="list-style-type: none"> - Recommended increase to salary point 24, as per current contract. - Current monthly payment is (£10.94 per hour) £350.08 per month, This is as per the 2016/17 National Joint Council pay-scales for Clerks. - 2017/18 monthly payment would be (£11.42 per hour) £365.44 per month. This is as per the 2017/18 National Joint Council pay-scales for Clerks <p>http://www.devonalc.org.uk/SharedFiles/Download.aspx?pageid=256&mid=360&fileid=1059</p> <p>Duly approved & signed off. No other comments were made.</p>
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Appendix 1: Items for payment.

Glasdon UK Limited	Bin (new) Grimley Village. Invoice: 725752. Order code: GPC201643 (N.B. £289.51 voluntarily donated towards cost by Cllr Taft)	£342.24	VAT £57.04
Glasdon UK Limited	Bin (replacement) Grimley A443 Layby. Invoice: 725333. Order code: GPC201644	£209.50	VAT £34.91
Cllr David Lewis	Reimbursement for donation of bottle of whiskey to resident in gratitude for free lone of JCB, ref	£23.39	VAT £3.89

	Monkwood Green maintenance, pond and ditch clearance. Approx 24 hours free loan. GPC201650.		
Duckworth Trust	Purchase of gauntlet gloves in lieu of invoice for expertise and services ref pond clearance: £23.64. Invoice 694-16. 8 hours work, 12 x Duckworth volunteers, 1x loan of tipper truck, loan of 12 x slashers, cutters, gloves and other hand equipment. GPC201631.	£23.64	VAT £3.64
WCALC	Clerk training – annual audit and end of year book keeping. Order code: GPC201642	£15.00	VAT £5.00
Simon Skays	Installation of new bin Grimley Village. Order code: GPC201645 Invoice no:49	£25.00	VAT nil
Simon Skays	Installation of replacement bin A443 layby. Order code: GPC201646. Invoice no:50	£65.00	VAT nil
Simon Skays	Lengthsman invoice, Feb & Mar 2017	£350.75	VAT nil
Simon Skays	Mowing Sinton Green Spring 2017	£130.00	VAT nil
SME Solicitors	Further and final invoice. First registration of Monkwood Green & Sinton Green. Invoice: 170275. Order code: GPC201724.	£129.60	VAT £21.60
Rappa Fencing Ltd	<i>(This item previously published under "Reimbursement of specific equipment expenses for Lisa Stevens" –this initial payment was cancelled and RAPP A invoiced directly instead for payment by cheque):</i> Invoice 0000053061. Our ref:GPC201614 Purchase of electric fence. Rappa Fencing. Includes: Starter Reel Pack; Energiser SPE500; Heavy Duty Insulated cable 50m; Warning signs; Earth Post.	£649.91	VAT £108.32
Lisa Stevens	Clerk wages [February] (£350.08) plus 1 month general (smaller) expenses (£199.53). Expenses include major equipment purchases: (electric fence, <i>consultation boxes [purchased 17.03.17]</i>); cones for protecting verge at Grimley approach road and; 3 x consultation boxes (ref future of Monkwood Green). Our ref:GPC201614 & 48	£489.84	VAT £17.90
Lisa Stevens	Reimbursement smart water security/cctv stickers and signs for labelling parish council equipment	£59.77	VAT 9.96
Lisa Stevens	Reimbursement of specific equipment expenses: <i>Jackson fencing. 10 x verge protectors for Monkwood Green</i> (NB. Utilising £200.00 donation from member of public towards costs).	£190.80	VAT £31.80
Lisa Stevens	Reimbursement of specific equipment expenses: Mole valley farmers – dual battery & charger (one on one in the wash): £146.33 Electric-fence shop – energiser security box and anti theft post, & corner posts - £104.45	£250.78	VAT £40.81
Lisa Stevens	Additional work outside contractual hours for Monkwood Green Management group. 15 hours additional work at minimum wage (£7.20 per hour). (NB. This additional payment agreed 26th April 2016 minute ref 74/16 and reaffirmed August 2016.)	£108.00	VAT nil

Chair (10 April 2017)