

**At the Annual Parish Meeting of Grimley held on
18th March 2019
in The Peace Hall, Sinton Green commencing at 7.30pm
DRAFT**

Present: E A Taft (Chair appointed for meeting), A Atkinson, P Ayers,
D Lewis, G Sweeney, D Stanley, R Weaver,
In Attendance: District Cllr Dean Clarke.
Mrs L Stevens (Clerk & RFO), 4 Members of the public.
Apologies: G James, R Woodhouse, County Cllr Phil Grove.

029/19 Nomination of Chair for this meeting only, welcome, introductions & apologies.

a.	Cllr Taft agreed to chair the meeting in the absence of any other person stepping forward. Apologies as above.
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030/19 Minutes of the previous meeting

a.	<p>a. Meeting of Grimley Parish Council 11th February 2019. b. Annual Parish Meeting 23rd April 2018. Both duly approved.</p>
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031/19 Annual Report of the Parish Council (Chair) and questions.

a.	<i>Attached Appendix 1</i>
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032/19 Public question time

a.	<p>Topics that have been previously submitted by residents for discussion:</p> <p>a. Provision of general rubbish bins and recycling bins for the church, in light of recent Parish Council decision to annual fund a brown (flower waste) bin. Deferred until a future meeting.</p> <p>b. Possibility of holding one/two Parish Council meetings a year in Grimley Church. Cllrs commented that the church is cold in winter with no heating. Needs fundraising for a toilet. Consider for a future summer meeting. Must not reduce income to Peace Hall.</p> <p>c. Vehicular speeding Worlds End to Sinton Green and request for a speed trap to test traffic behaviour. The Clerk was instructed to put a request to Highways for this.</p> <p>d. Update on Environment Agency consultation regarding Thorngrove Poultry planning application EPR/WP3239EK Application to vary environmental permit application. A local representative has agreed to coordinate future consultation /dissemination of info originating from the Environment Agency.</p> <p>e. Play Area discussions. Residents stressed that local indication was that a play area would be welcome and is required. Consultations have not necessarily reflected this due to low return rates. The Parish Council was requested by a resident to continue with efforts to find a suitable location for small scale equipment for local families. Cllrs confirmed that the Peace Hall was not part of future considerations for this project. Cllrs resolved to defer further discussions until after Election 2nd May 2019.</p>
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Clerk

Clerk

Clerk

Clerk

033/19 Parish wide information

a.	<p>Available for annual reports from</p> <ul style="list-style-type: none"> i. District Councillor – provided a report via the Parish Magazine. Dean Clarke gave thanks to the Parish Cllrs and the Parish Clerk for the past year successful joint working. ii. County Councillor – Had previously send apologies due to County Council purdah restrictions. iii. Peace Hall Management Committee. News in NALC’s Chief Executive’s bulletin of a little bit of government money for village halls. £9,238 has been obtained from external grant sources towards the roof repairs. Parish Council donation would still be gratefully received. The annual accounts for the hall are available upon request.
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Clerk

19.56. Chair closed Annual Parish Meeting and Chair of Parish Council opened Meeting of Grimley Parish Council

**At the Meeting of Grimley Parish Council held on
18th March 2019
in The Peace Hall, Sinton Green commencing at 8.15pm**

Attendance as above.

034/19 Declarations of interest.

a.	None.
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035/19 Planning - to consider and resolve to respond to the following applications.

a.	<ul style="list-style-type: none"> i. Application No: 19/00286/HP. The Beeches, Grimley, Worcester, WR2 6LU. Rear single storey extension. Applicant: Mr & Mrs Saunders. Case Officer: Hayley Jones. Reasons for previous refusal have been distributed. Cllrs had no comments or objections to this application. ii. Application No: 19/00295/CLE. Elm Hill Cottage, Sinton Green, Hallow, Worcester, WR2 6NU. Certificate of lawfulness for existing ancillary use of detached annexe. Applicant: Mr M Boughey. Case Officer: Simon Rowles. Cllrs had no comments or objections to this application.
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036/19 3rd March Open Day report from Clerk and actions arising.

Including to discuss updates and formulate Motions not requiring written notice:

a.	<p>The Clerk gave an update on the success of the event.</p> <p>It was really nice to see so many people turn out for this. There was a great selection of cakes too! Donations towards Peace Hall roof repairs totalled £74.10. Defibrillator demonstrations and the public response to this project were fantastic and have given rise to a number of generous donations and project ideas, including a donation from one resident for £1,000 towards the equipment for Monkwood Green. The Clerk was instructed to pass on the Parish Council’s sincere thanks for this generosity. Set up of a defibrillator</p>
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Clerk

	<p>working party deferred until after the 2nd May elections. The play area consultation drew a good many useful responses. Thank you to those that helped and members of the Working Party. The Sir Samuel Baker presentation was extremely popular and our gratitude to David Baker for his attendance. 19 bags of rubbish collected by our team of triumphant litter pickers. Thank you in particular to all the younger volunteers...you really did us proud, carrying on through the uncomfortable weather. Smart Water take up was extremely good and 60% of parish households have now received a pack. The Police Rep will check in May as to how many of these have actually been registered on the Smart Water website – as this part of the process is crucial to the success of the project. Cllr Ayers and Weaver to assist with installing smart water signage.</p>
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Clerk
Cllr Ayers
Cllr Weaver

037/19 Monkwood Green - To discuss updates and formulate Motions not requiring written notice.

a.	<p>Well opposite Woodcote – update. The Clerk was instructed to ask the resident to cease all action until the solicitor has clarified ownership.</p>
b.	<p>Grazing of petty whin site in 2019 - update. Cllrs resolved to install electric fence around whole site adjacent to Betts. (ie Petty Whin section). Sheep can be installed beginning of May 2019. Cllr Stanley to assist with purchase of ten wooden stakes asap in order that the electric fencing can be installed, ready for loan of sheep from a local farmer. Cllr Weaver coordinating</p>
c.	<p>Urgent repairs required to road leading to Green Farm. Clerk to report to Highways to ask if they will conduct the work. Otherwise Cllr Weaver to make general repairs.</p>
d.	<p>Urgent oak tree works previously undertaken (Sinton/Monkwood/Oakall junct) Cllr Lewis was previously obtaining ownership details of field. Cllr Ayers to liaise with M.Furlong of Oakhall Drive.</p>

Clerk

Cllr Weaver
Clerk
Cllr Stanley

Clerk

Clerk
Cllr Ayers

038/19 Elections 2nd May 2019 - Including purdah briefing

a.	<p>Purdah is a period of heightened sensitivity which starts on 22nd March and ends on the day of the election. Central and local government are subject to certain restrictions on political activity during the run up to an election. During this period, councils must not issue any information in any way – including at meetings – on controversial issues or report views in such a way that identifies them with any individual members. Councils should not issue any publicity which seeks to influence voters or which appears to be designed to affect public support for a political party or persons identified with a political party.</p> <p>Parish Council Candidate packs are available for collection at this meeting. The last day for the return of candidate forms to Malvern Hills DC is Wednesday 3rd April at 4.00pm.</p>
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	<p>- Friday 29th March, 7.30pm (new date, previously advertised as 28th March) This is a closed meeting by invitation only allowing Cllrs and Prospective Candidates to double check completed nomination papers against regulations and allow Clerk to verify all paperwork has been completed validly, prior to submission to Returning Officer at Malvern Hills. No other parish matters to be discussed. No public agenda will be issued. –Prospective candidates may attend – please inform Clerk.</p>
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039/19 General Finance and Administration - To receive and discuss updates and formulate Motions not requiring written notice.

a.	To consider and motion to approve the payment of outstanding accounts. All duly inspected and approved.
b.	To receive and motion to accept the Bank Reconciliation February and beginning March 2019. Duly approved.
c.	To consider and resolve upon Sinton Green mowing contract quotations. A previous threshold had been set at £80 per cut in anticipation that quotations would not be received in time for this meeting. Quotation provided by S Skeys was the same as the previous year, £75 per cut. This was unanimously accepted by Cllrs.
d.	To approve Lengthsman contract 2019/20. Accepted and signed.

Clerk

Clerk

040/19

a	<p>Dates for diary, any other business, items for future agenda - Cllrs may use this opportunity to report minor matters of info not included elsewhere on the agenda and to raise future items.</p> <p>Dates to note: Parish Fete 23rd June 2019, venue: Sinton Green Peace Hall.</p> <p>To set date of next meeting in April 2019– 15th April no longer an option. Agreed as 8th April 2019, 7.30pm.</p>
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Clerk

Appendix 1: Items for payment.

Simon Skeys	Lengthsman payment for Nov & Dec 2019	£241.50	Vat nil
Sinton Tree and Landscapes	Urgent oak tree works opposite Oakall/Sinton/ Monkwood junction. Cheques payable to 'Jake Bowdige'	£360.00	VAT £60
Worcestershire CALC	Cllr Good practice guides – documentation for election 2 nd May 2019. Awaiting price.	No more than £100	
Krowmark Ltd	Lengthsman jacket and trousers – funds to be claimed back from WCC.	£106.20	VAT £17.70
Grimley Peace Hall Foundation	Transfer of cake sale donation money from 3 rd March Open Day.	£74.10	VAT nil
Lisa Stevens	Clerk wages [February]	£576.48	VAT nil
Lisa Stevens	Expenses. GPC201703. Including expenses incurred for the Open Day. Display board, Office stationery, open day equipment and printing expenses.	£368.40	VAT under calculation

Chair (8th April 2019)

Appendix 1

Grimley Parish Council – 2018/19 Chair’s Annual Report – non financial

2018/19 represented a year of extraordinary workload for the Parish Council, with numerous long-term projects coming to fruition. This resulted in a heavy but well-managed burden of responsibility and expenditure – one which cannot be repeated until such time as financial reserves have been built back up.

Summary of work undertaken this year (in general order of cost):

- **Monkwood Green service road repairs.** This project was muted but rejected by residents in 1997, 2008 and 2014 on the grounds of cost and lack of agreement as to way to proceed. The Parish Council subsequently worked to find a solution that avoided charging residents for this work and has successfully repaired the road from the phone box to Blackberry Cottage. Work to remaining private roads will continue in 2019.
- **Smart Water packs for parish households.** This project initially failed to get off the ground due to lack of resident support on grounds of cost. The parish council worked with The Police Crime Commissioner to reduce costs further and provide free sample packs to those residents who felt unable to contribute but yet remained most vulnerable. Packs are still available for purchase at £8.99. Lamp-post signage, provided free of charge by West Mercia Police, will go up shortly in 12 locations. A contractor to assist with this is required please.
- **Completion of Feasibility Study for Monkwood Green** in partnership with Footprint Ecology. This study will assist future management of the Common and aid preservation of the SSSI status. Its completion was a mandatory criterion imposed by Natural England – who, after much lobbying and application, agreed to fund 2/3rds of the cost. (Grant now successfully obtained)
- **Bus shelter repairs** at Grimley approach road, Sinton Green and Monkwood Green. The shelter at Sinton had roof repairs. All are expected to last another 10 years as a result of this work. A volunteer to regularly inspect and sweep these shelters is still required please.
- **New parish noticeboard at Sinton Green** – to replace the one demolished by an unknown vehicle. Attempts to recover losses were not successful. This board is now again due for repair as the internal cork has not coped with the winter weather.
- **New footpath noticeboards** placed in the Monkwood Green and Grimley bus shelters – part funded by our County Councillor with thanks.
- **Repair to all other parish noticeboards**, except the Footpath noticeboard at Sinton Green Peace Hall – which remains under investigation with Cllr Woodhouse.
- **Pond clearance at Sinton Green** – conducted with grateful cooperation and assistance from a local resident. The through nature of this work means that this major expense will not need to be incurred now for approx. 8 – 10 years. More recent feedback from residents suggest that opinion has now switched back to a preference for a more overgrown/natural ‘look’ to the pond. Local children are also reported to be tempted by the accessible nature of this feature and the Parish Council is conducting an urgent assessment of danger and after April 2019 will be promoting volunteer landscaping/planting of the area.

- **Replacement grit bin on order for Grimley approach road** – to replace the one demolished by in road traffic accident. Under order with County Hall, paid for by Parish Council, using part insurance claim funds.
- **Replacement signage for Grimley approach road** ('passing places' sign) – under order with County Hall.
- **Repairs to the parish council adopted phone booth** at Monkwood Green with kind assistance from volunteers – Grimley phone booth is need of similar attention and a volunteer for sanding and painting.
- **Monkwood Well Investigation** – legal clarification of ownership, with a view to establishing a long-term and mutual/all-beneficial scheme for facility maintenance and council/Commoner water access.
- **Emergency tree care** to an oak tree at Worlds End and also to a split and rotten oak on the Monkwood-Sinton road.
- **Armistice Day contributions** to this successful event.
- **Ditch protection bollards** at Sinton Green and Monkwood Green.
- **Contribution towards replacement chairs for Peace Hall.**
- Lengthsman repairing the **white bollards** outside the front of the Peace Hall at cost to Parish Council.
- Awaiting quotes for **scrub removal** at far corner of Peace Hall land.
- Ongoing work to create a **Commoners' Association** for those eligible residents of Monkwood Green
- Ongoing work to respond to resident's request for a consultation regarding **play-ground equipment**. This project has given rise to much debate and feeling within the parish and it is hoped that a resolution will be found soon.
- **Mini Police-Officer bollards Grimley School** – lobbying to add our parish to this Crime Commissioner Loan Scheme.
- **Exploration for defibrillator equipment for the parish – 3 units**. An initial consultation in 2016 resulted in this project being declined by residents and Cllrs alike. Better technology, reduction in costs and insurance packages available to parish councils means that this project has been revitalised. Volunteers for the Working Party are invited to come forward please. A considerable donation has been received both from a local resident and from the County Council divisional fund – consequently only one and a half units (plus installation) remains to be funded.
- Compliance with new annual **audit** regulations – partially responsible for the need to increase the Clerk's working hours from 8 to 12 per week.
- **Clerk completed CILCA training**, and has qualified as a professional Parish Clerk and Financially Responsible Officer.

- **New Parish Clerk surgeries/drop-in sessions** – four in 2019. An attempt to improve parish council accessibility.

Projects in the initial stages:

- Commitment to fund a **brown (flower waste) bin for Grimley Churchyard**. A commitment to an annual donation towards churchyard maintenance – subject to further project information being received from the Church Warden.
- Donation £1,000 towards **Peace Hall roof repairs** and exploration of a further loan to the Management Committee if sufficient funding for these repairs cannot be obtained.
- **New litter/dog waste bin** in location of Smaller Charities land – part funded by County Hall Division fund with thanks.

Projects that did not go ahead:

- New parish council website – due to cost.
- Annual donation of £100 each to Hallow Scouts and Nora Parsons Centre– these will be back in place for 2019.
- Verge Protection Bollards outside the turning to Ball Mill industrial centre – the offending vehicles moved to Hallow and the parish council is now waiting to see if the bollards are now still necessary.

Conclusion

All service provided out of an annual precept (council tax obtained from local residents) **of £16,950, plus utilising existing Parish Council reserves/funds.**