

**At the Meeting of Grimley Parish Council held on
19th March 2018
in The Peace Hall, Sinton Green commencing at 7.30pm**

DRAFT

Present: E A Taft (Chair), P Ayers, G James, D Stanley, G Sweeney, R Woodhouse.

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

Apologies: A Atkinson, D Lewis, (1 vacancy).
(G Sweeney apologies in advance for 21st May)

35/18 Declarations of Interest – none. Cllr James was welcomed.

36/18 Minutes of the previous meeting

a.	19 th February 2018 – duly approved .
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37/18 Public question time

a.	No comments were received.
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38/18 To Receive the Report of the County Councillor – Phil Grove

a.	<ul style="list-style-type: none"> - County Hall approved a county council tax rise of 4.94%, comprising 1.94% for the main council tax and a 3% rise in funds for Adult Social Care, as prescribed by central government. The overall figure includes extra money for Children’s Services, as they prepare to move to an Alternative Delivery Model, and extra funds for provision for the elderly population and those adults in need of council support. - Offer by CCllr Grove to fund a new, additional parish grit bin from CCllr 2018/19 divisional fund, IF an application for a new additional yellow bin is turned down by Officers at County Hall. <i>To be discussed at future agenda.</i> - Cllr Woodhead commented on unsatisfactory progress with work currently being undertaken to raise New Road, Worcester. Cllrs commented: that the flood alleviation plans do not give details as to where a planned new box culvert* drains to; queried relating to flooding outside the Old Rectifying House and; that the pedestrian pavement on New Road will not be sufficiently raised to prevent flooding. Cllr Grove subsequently passed on the following information: <i>'A full flood modelling exercise endorsed by the Environment Agency has been independently carried out replicating various flood scenarios to ensure that the project has no adverse effects on the surrounding area. There are no planned changes to the road outside the Rectifying House.'</i> <p><small>* A box culvert will be installed under New Rd balancing the floodplain levels between Cripplegate Park and the Kings School playing fields once the river breaches Hylton Rd during an extreme flood event. (WCC)</small></p> <ul style="list-style-type: none"> - With ref to dangerous parking at Stonehall Cottages, Cllr Grove indicated that he has recently visited the resident in question to discuss the blockage of the visibility splay. Investigation regarding signage continue by County Hall. - Also queries relating to the closure of the rail bridge for five days (exact date unknown) whilst the A444o Worcester is being widened.
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39/18 To Receive the Report of the District Councillor – Dean Clarke

a.	<ul style="list-style-type: none"> - DCllr Clarke noted that black refuse bins should have been delivered and that these are not to be used by the public before 2nd April 2018. - It was noted that the planned Raceway event on 15th April did not go ahead and will not be able to be rescheduled for later in the year. The official MHDC sign giving details of enforcement particulars has also been removed from outside the Raceway premises by persons unclarified and replaced with another one. MHDC are investigating.
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40/18 *Cllrs **agreed** to alter the order of the agenda at this point, in order to allow Mr Skeys to speak and then attend another appointment.*

Lengthsman – to welcome Mr Simon Skeys and to discuss updates.

a.	<ul style="list-style-type: none"> - Cllrs and Mr Skeys were provided with a copy of the Lengthsman contract (drafted by the Clerk) and a future works schedule, which same schedule was duly approved by Cllrs with Mr Skeys agreement. - Mr Skeys to sign and return the Lengthsman contract for 2018/19 asap. - Cllrs asked where the Lengthsman has had training on ragwort and noxious weeds – Mr Skeys gave a satisfactory summary of his expertise on this issue. - Cllrs asked for the footpath from Grimley village to A443 be cleared of algae and weeds. The poor state of repair of the footpath from Hallow to Grimley parish was discussed and is to be reported to Highways. - Mr Skeys reported that: the footpath marker and steps at Grimley church had been cleared of ivy and; that the five bollards for Sinton Green and Monkwood Green are due to be installed imminently. - Mr Skeys provided a quotation for placing an additional slab near the litter bin, Grimley village: £45.00, with the slab itself being sourced by Mr Skeys for free – duly accepted and approved by Cllrs. - Mr Skeys provided a quotation for mowing Sinton Green 2018/19 - duly accepted and approved by Cllrs. - Discussion as to whether it was appropriate to provide a new shovel – it was considered that this level of equipment is the responsibility of the Lengthsman himself to provide. 	<p>Clerk</p> <p>Lengthsman</p> <p>Lengthsman</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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The order of the agenda was resumed at this point.

41/18 Planning - to consider, comment and resolve to respond to the following planning applications

a.	<p>Update on progress by Malvern Hill District Council on current enforcement actions.</p> <p>DCllr Clarke confirmed that those enforcement actions outstanding for resolution are due to be progressed by solicitors shortly. Cllrs instructed the Clerk to write to the MHDC Enforcement Team with concerns as to lack of progress.</p>	<p>Clerk</p>
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b.	<p>18/00349/HP Priory Cottage, Grimley, Worcester, WR2 6LU, One and two storey side and rear extensions; front porch; conversion of outbuilding into attached annexe and new detached garage. (Resubmission of planning application 17/00722/HP). Applicant: Mr Andy Moore.</p> <p>One Cllr felt strongly that the size and nature of this development was inappropriate to Grimley Village. Cllrs voted by majority to not comment on or object to this application.</p>
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42/18 Monkwood Green - To discuss updates and formulate Motions not requiring written notice.

a.	<p>Feasibility study – update on interim report from Footprint.</p> <p>Natural England are concerned that the report does not sufficiently champion cattle grids. The Clerk reported that she is trying to set up a site meeting between Natural England and Footprint and that Cllrs need to read and provide an opinion on the report asap. Cllrs Stanley and Ayers to attend site meeting if appropriate.</p>	Clerk
b.	<p>Service road repairs - update.</p> <p>Mr Fullee had reported that there are still a few grey areas concerning the extent of public highway, particularly when considering the location of some existing highway assets and utility apparatus. In order to prevent any future issues which may arise from any inadvertent incursions on to, or works to, the public highway when maintaining the private roads, a site meeting is required with WCC to identify the areas concerned to enable us to ascertain the exact boundaries between the public highway and adjoining private land. Cllrs instructed Mr Fullee the following: IF no progress or cooperation with Highways, then he is to inform them (Highways) that the Parish Council are going to repair up to a certain line and if no response to proceed with obtaining quotations.</p>	Clerk
c.	<p>Resolution to ask solicitor to write to those Monkwood Common residents without a valid deed of right of way, inviting them to resolve this issue.</p> <p>Cllr had previously been provided with a summary of which properties do/do not have a deed of access of right of way. SME Solicitors had quoted an hourly rate of £210 plus VAT subject to an initial cap of £462.50 plus VAT (equating to 2 ¼ hours of time). Cllrs rejected this quotation and instructed the Clerk to write to those residents concerned stating the likelihood of difficulty of sale of property if no access deeds are in possession and to request a voluntary contribution to road repairs.</p>	Clerk
d.	<p>Duckworth update. Motion to accept quotation for scrub chipping at £150 per day plus hire of equipment.</p> <p>Cllr accepted this and asked if they would remove the chippings as well. Duckworth subsequently informed that they would not be removing the chippings.</p>	Clerk
e.	<p>It was reported that a local resident of Monkwood Green is paying to get the willow outside his property pollarded shortly. NB it has never been properly investigated whether this willow is on Parish council land or local resident land – it being situated on the border of both. Cllrs expressed their thanks for this work being undertaken.</p>	

43/18 Sinton Green facilities – To discuss updates and formulate Motions not requiring written notice.

a.	<p>Update on damage to Common at The Forge. The resident had reported the following: 'earth has been moved from Council land; due to the wet conditions we are not yet in a position to level the garden but will look to do so over the next few weeks; Towards early April the hedge will be reinstated, the steel fenced removed and the verges re-seeded.' Duly noted by Cllrs.</p>	
b.	<p>Assets of Community Value – update Cllrs instructed the Clerk to combine this with a questionnaire on play equipment for Sinton Green. Cllr Woodhouse was yet to speak with the publican concerned.</p>	Clerk
c.	<p>Sinton Common mowing contract 2018/19 – to assess quotations and motion to accept one, subject to it being under threshold of £80 per cut. Previously accepted above.</p>	
d.	<p>To re-address issue of play equipment for Sinton Green. Cllrs instructed the Clerk to add to the AGM in April. A consultation questionnaire is to be put out inviting comments, with a map asking for preferred locations. The Lengthsman advised that the area near the bus shelter is often boggy and perhaps not appropriate without this being addressed – as is the spot between the ash trees on the right triangle. He also confirmed that there is no issue in terms of blocking access for his mowing equipment etc.</p>	Clerk
e.	<p>Sinton Common ditches – update on progress obtaining quotations for maintenance. A quotation had been obtained for £1224.00 to dig out pre-existing ditches, dig out two new ditches (The 1st alongside Holmfield and 1 The Bungalows and the 2nd opposite Glebe Cottage), to remove waste, at £35 per hour for digger and truck and trailer, an estimated 2 to 3 days work at 8 hrs a day. Cllrs instructed the Clerk to hold on this project until the play equipment project was further explored and consulted upon. Cllrs also would prefer if this quotation was £200 cheaper to match with other verbal quotations received – The Clerk reminded Cllrs that the quotation included £204.00 VAT which could be claimed back.</p>	Clerk

44/18 Grimley village – To discuss updates and formulate Motions not requiring written notice.

a.	<p>Visibility splay obstruction & fly tipping, Stonewall cottages. Previously covered.</p>	
b.	<p>Slabs under bin Grimley village – update. Previously covered.</p>	

45/18 Parish wide facilities - To receive and discuss updates and formulate Motions not requiring written notice

a.	<p>"We don't buy crime" smart-water project update. The Clerk reported that 142 properties were needed to join – currently only 62 have expressed an interest. Cllrs instructed the Clerk to re-advertise.</p>	Clerk
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b.	<p>To re-address issue of provision of defibrillator equipment. The Clerk reported that the Peace Hall has been approached as a possible location and that the management committee has consented in principle. Cllrs had previously been provided with copies of quotations. Cllrs debated and felt that the legal position concerning a person's 'Do Not Resuscitate' status needed to be clarified. Cllrs also agreed that parishioners should be asked to assist with raising some of the money towards this – Clerk to bring up at AGM.</p>	Clerk
c.	<p>Post of parish path warden: a voluntary position, working with WCC Countryside Service to help maintain, improve and promote Worcestershire's public rights of way network, using their local knowledge. Cllr James volunteered and the Clerk was instructed to order a footpath map for her use. Cllrs expressed their thanks to Cllr James.</p>	Clerk
d.	<p>Noticeboard repairs – update on obtaining quotations for repair of four, plus entire replacement of footpath noticeboard at Peace Hall (lock is broken and key is lost). Cllr Woodhouse to check with a local resident as to whether he still wishes to undertake this work, as personal circumstances have recently changed.</p>	Cllr Woodhouse

46/18 Reports from Representatives - To discuss updates and formulate Motions not requiring written notice.

a.	<p>Peace Hall Management Committee</p> <ul style="list-style-type: none"> - Kitchen decorating has finished and main hall internally is going to be decorated as well. - Committee are planning a Music evening with band and pig roast in June 2018 instead of a parish fete. - The Management Committee has applied for a grant for £750 and have been awarded a portion of it (amount unknown) for some new chairs to make film night comfier. Cllrs agreed to explore contributing to this once the final grant amount is known. - Film night turnout 22 people. - OAP tea and social meetings are not possible because of lack of volunteers. These meet-ups would have to be held on the same day monthly and all of the Committee members work full time. - Porta-cabin going to be painted. - Cllr James volunteered to become Peace Hall Liaison Rep for the Parish Council. Cllrs expressed their thanks. 	Clerk
b.	<p>Tarmac Quarry Liaison Committee Cllr Stanley reported that there has been no meeting. The next meeting is planned for 27 March 2018. Cllr Woodhouse noted that the water level in Retreat Lake is too high and the quality of the sown grass is very poor.</p>	Cllr James
c.	<p>Grimley Smaller Charities The tenant is still there and rent is being paid.</p>	

47/18 General Finance and Administration - To receive and discuss updates and formulate Motions not requiring written notice.

a.	<p>To consider and motion to approve the payment of outstanding accounts. All duly inspected and approved.</p>	
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b.	To receive and motion to accept the Bank Reconciliation – Duly approved.
c.	Motion to appoint new signatories for bank account and for online banking. The Clerk had previously been instructed to apply for all Cllrs to become signatories. Lloyds Bank are due to send paperwork.
d.	Review of recent training. Cllrs were reminded of the need to be more diligent when giving apologies, as training events are difficult to cancel and/or reorganise.

Clerk

48/18 – Correspondence not dealt with elsewhere

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| <p>a. New resident welcome leaflets have gone to print with MHDC.</p> <p>b. Highways have agreed to a site visit to Dark lane near The Fold North, re eroded ditch. Location: C2256 SINTON GREEN Reference Number 494934. Cllr Woodhouse to attend once meeting is arranged.</p> |
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Clerk

49/18 – Dates for diary, any other business and 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>Nora Parsons Day Centre 2018 Annual General Meeting Wednesday 23rd May 2018 at 7 pm, Venn Lane, Wichenford, Worcester WR6 6XY</p>
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50/18 Date of Next Scheduled Meeting – ANNUAL PARISH MEETING 23rd April 2018 7.00pm, Peace Hall, Sinton Green. The press and public are cordially invited to attend this meeting.

Appendix 1: Items for payment.

Worcestershire CALC	Clerk training 12 th Feb 2018. ICO standards. Information required by law to be published in order to meet Transparency code, FofI, data protection and Local council award scheme. GPC201740.	£30.00	£5.00 VAT
ARF Highway Services (Rural Highways Worcestershire)	Site meeting ref service road repairs Monkwood Green Common. Invoice no: 2018-00001/WRH GRPC. GPC201741.	£25.00	£4.17 VAT
Parish Magazine Printing	Invoice no: 2837. Smart water leaflets x 400 (£49.00) and Monkwood leaflets x 400 (£20.00). GPC201734 & GPC201735.	£69.00	VAT nil
Lisa Stevens Office Furniture Online	2 x Tamper proof noticeboards for bus shelters. GPC201749. Invoice: 4385728. <i>NOTE: Reimbursement to Clerk paid on visa card</i>	£158.40	£26.40 VAT
Lisa Stevens	Clerk wages [Feb 2018]	£365.44	VAT nil
Lisa Stevens	Expenses. GPC201703. (previously incorrectly stated as £63.72.	£44.83	VAT under calculation
Lisa Stevens	Additional work (19 hours) outside contractual hours for Monkwood Green Management group. GPC201704.	£216.98	VAT nil