



**Grimley
Parish Council**

Monthly Meeting of Grimley Parish Council

14th July 2025, 7.30pm
Peace Hall, Sinton Green, WR2 6NP

This page is the cover sheet to the agenda, Summons and meeting guidelines.

Parish Councillors, Notice is hereby given that a meeting of Grimley Parish Council will be held on Monday **14th July 2025 at 7.30pm** at the Peace Hall, Sinton Green, WR2 6NP. Your attendance at the meeting is requested. What3Word location: [///wove.minds.pokes](https://wove.minds.pokes)



Lisa Stevens, Clerk & Responsible Financial Officer. 9 The Limes, Kempsey, Worcs, WR5 3LG. 07950256363. parishclerk@grimley-pc.gov.uk
Website: grimley-pc.gov.uk Date of publication of this notice: 9th July 2025



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new parish council
website



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access the information
provided at the start of
each meeting

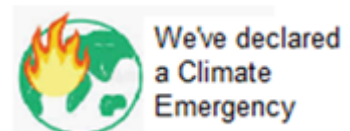
- The press and public may attend to address councillors on matters concerning the parish (allotted point in the agenda), observe the meeting or inspect draft documents. Comments MUST be made through the Chair and not aimed at individuals. District and County Councillors are invited to participate in this meeting at the discretion of the Chair. Public comments and questions to them must be directed to the parish council Chair or should be handled at the respective higher authority meetings.
- If this meeting is an extra ordinary meeting, these summons have been issued by the Chair.
- Occasional safety considerations may mean that we close and reschedule the meeting.
- The Register of Electors may be inspected by the Clerk to ascertain attendee residency.
- Names are recorded in the meeting minutes, unless individuals ask for this not to occur.
- With some restrictions, meetings may be filmed or recorded by the public. We are happy to provide guidance on what is permitted. Advice should be sought in advance to avoid disruption. The parish council may live stream those persons sitting at the council table on social media. The parish council may record audio information at this meeting. However, there is no legal requirement for the parish council to live stream a meeting in order to allow virtual public or councillor participation.
- **Please note 'Information provided at the beginning of each parish council meeting' (QR code above to the right).**
- Each agenda item below includes the resolution to discuss and formulate Motions not requiring written notice. New items raised for formal vote will be included in the next agenda unless covered by St.Orders/Financ.Regis/Delegation to Clerk policies.
- If there are any adjustments required to encourage/allow public participation please bring these to the attend of the Clerk or Chair before or at the meeting. We will make all reasonable adjustments where possible.
- Please check fire exits arrangements upon arrival and check against your personal requirements. Please bring any difficulties to the immediate attention of any member of the parish council. In the event of an emergency, 'muster' is in the car park but, since attendees are only encouraged (not required) to sign in, no register will be taken.
- To our knowledge, there are no hearing/audio induction loops installed at this venue.
- The parish council does not hold or manage the wifi codes for this venue.
- Dogs may be permitted depending on the venue hire restrictions. Please enquire beforehand.
- Children are permitted but must not be allowed to disrupt proceedings please. Filming or recording of children is not permitted without written consent of parents/legal guardians - The council and public must take absolute care to meet this restriction.
- Councillors/the public are individually responsible for keeping their own language/phrasing to an acceptable level.
- The parish council has a risk assessment for public meetings. Please ask if you require a copy.

Requests for this information in other languages/audio/large print will be reasonably considered.
Please take a moment read the council's privacy notice, which explains how we use and look after your information and your rights.

See our website for more information: [https:// grimley-pc.gov.uk](https://grimley-pc.gov.uk)



IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS



1	Welcome, information provided at the start of each meeting and general admin a. Points of order. b. Adjustments to facilitate public participation. c. To consider any apologies for absence. Motion to accept and Clerk to add to register.
2	Declarations of interest
3	Minutes of the previous meeting 23rd June 2025 –Motion to receive, consider and approve.
4	The meeting will be adjourned for Open Forum (Public Question Time) <i>Please refer to the notes on your seat for information about this section.</i>
5	To receive the report of the County Councillor – Mel Fordington (Items raised for decision will appear on the agenda for the next meeting) a. Parish site visit 21st July 11am confirm details. Appendix 3. b. Recent road closures in Hallow and impact of diversions through Grimley parish.
6	To receive the report of the District Councillor – Dean Clarke (Items raised for decision will appear on the agenda for the next meeting) a. Results Responses for Local Gov Reorganisation survey (Devolution)
7	Parish wide projects - Discuss updates and formulate Motions not requiring written notice a. Mixed waste (litter and dog waste) bin Monkwood Green near Monks Hollow. To consider any correspondence received from residents and Motion to proceed with project. b. WWT Green Farm water connection. Site visit with Severn Trent - arrangements to make. c. To note that the Clerk has begun the outline process for a grant application for a new trough at Monkwood Green – ie this would be utilising the new connection being installed by WWT. d. Mowing contract Monkwood Green. Motion to receive quotations and to appoint a contractor. e. Strimming contract Monkwood Green. Motion to accept amendments to existing long term contract. f. Ditch clearance Sinton Green – progress with project. Update Cllr Woodhouse. g. Ditch clearance Monkwood Green – invoice for works has not been received. h. Tree Survey Sinton Green. Motion to accept quotation for £500. i. Correspondence from residents MWG ref speeding and litter . To note option for attendance at July 11th 20s Plenty for Worcestershire. j. Defibrillator at Peace Hall. Update Cllr Probert. k. Bench repairs Peace Hall. Update Cllr Sinclair. l. Parish Land Management Policy update – latest draft will be distributed to Cllrs asap. Motion to adopt. m. Next steps in cooperation with The Fox Inn. n. To note - new life lines installed at three ponds Monk Green, new labels applied to existing life line containers at Monkwood Green and Sinton Green. o. To note reinstatement of boundary fence along Grimley approach road opp. bus shelter. Motion of thanks. p. Congratulations to Peace Hall Committee on excellent funds raised from the June Fete. Letter sent.
8	Planning, Enforcement & Consultations - Consider and resolve to respond to the following: a. WCALC recommended Motion regarding Neighbourhood Plans. Draft Motion in Appendix 2. b. M/25/00962/CLPU Threeways, Sinton Green, WR2 6NW, certificate of lawfulness for proposed separate single storey rear and side extensions, and enclosed front porch – to note only, as parish council not consulted at this time. c. M/25/00933/FUL Pampered Ponies, Ockeridge, Wichenford, WR6 6YW, Variation of condition 6 (external

	facing and roofing materials) of planning permission 15/01739/FUL.
d.	Atlas mobile phone mast project – all has gone quiet. Any updates?
e.	Standing Item: To consider and arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda: nil at time of publication. Nil at time of publication.
9	Finance and Administration - Discuss updates and formulate Motions not requiring written notice.
a.	To consider and Motion to increase annual donation to parochial church council from £50 to £100.
b.	To review payments made within the past month and to consider and motion to approve the payment of outstanding accounts . Appendix 1.
c.	To consider and approve payment of urgent accounts if any (Delegation to Clerk policy). Nil at publication.
d.	To receive and motion to accept latest Bank Reconciliation 2025 and quarterly report .
e.	Clerk timesheet for inspection.
f.	Inspection of parish council Annual Calendar and actions outstanding.
g.	Motion to adopt the Press, Social Media, Website and Email Policy .
h.	To note that the Clerk submitted the annual accounts (AGAR) to PKFLittle John by the deadline 30 th June and has received a receipt. Notice of public rights with regard to inspection accounts have been published on parish noticeboards and on website. Transparency code has been adhered to ref items published on the website.
i.	The public are reminded that the lengthsman should not be approached with instructions for conducting works.
10	AOB, correspondence, dates for diary, items for future agenda. This section is for items to note only and no financial motions can be raised in this section.
a.	Clerk's correspondence list for information. Appendix 3.
b.	Nora Parsons AGM 16th July at 7 pm.
c.	School parents dangerous driving. Cllr Woodhouse
d.	Classic Car show 28 th July 6,30pm onwards. Cllr Woodhouse.
11	Date of next scheduled meeting: 22nd September 2025 7.30pm – Monthly PC meeting , Peace Hall, Sinton Green. The press and public are cordially invited to attend these meetings and should note Standing Orders in advance please.

Appendix 1 Payments to be made this month (July 25) and already made in the previous month (June 25) under Clerk delegation policy and Financial Regs.

July:

39	Mr S Skeys	Lengthsman worksheet June 2025.	TBC
40	Mr S Skeys	Sinton Green Mowing June 2025	TBC
41	Parochial church council ('PCC of Grimley')	Church annual donation. <i>Provisional. To be debated in this meeting.</i>	100.00
42	Mr P Moore	Internal Audit fee for 2024/2025 financial year.	5.00
43	Information Commissioners	Annual subscription. expiry date of 07/09/2025.	52.00
44	Mr J. Bowdige	Sinton Green Tree Survey. <i>Provisional. To be debated this meeting.</i>	500.00
45	Mrs L Stevens	Monthly Expenses July 2025	46.77
46	Nest Pensions	July payment for July wage	45.99
47	HMRC Shipley	EmployER Gross National Insurance Contributions	36.02
48	Mrs L Stevens	Monthly wage for June paid in July	
49	Lloyds Service charge	Terms of bank contract.	4.25
Number yet to be allocated	Cllr R B Woodhouse	Wooden stakes for attaching pond life lines. Shop receipt The Range.	13.47

Appendix 1 continued. Payments already made in June 2025:

15	Mr S Skeys	Lengthsman worksheet April 2025	306.30	0.00
16	Mr S Skeys	Sinton Green Mowing April 2025.	90.00	0.00
22	Mr S Skeys	Lengthsman worksheet May 2024.	235.85	0.00
23	Mr S Skeys	Sinton Green Mowing May 2024.	90.00	0.00
24	Severn Trent Water Ltd	MWGreen pipeline. WWT to reimburse	195.00	N/A
25	Mrs L Stevens	Monthly Expenses June 2024	44.42	
26	Mrs L Stevens	Land registry enquiry Grimley village.	7.00	0.00
27	WJP Software Limited	Embedded form to website	60.00	10.00
28	Nest Pensions	June payment for June wage.	45.99	0.00
29	HMRC Shipley	EmployER Gross National Insurance Contributions	36.02	0.00
30	Mrs L Stevens	Monthly wage for May paid in June.		0.00
31	Lloyds Service charge	Taken out of bank account direct	4.25	0.00
32	Mrs L Stevens	Reimbursement Stinky Inks printer ink	56.86	9.48
33	Water Plus	Trough Monkwood Green	29.24	0.00
34	Mrs L Stevens	Throw Line Housing Monkwood Green ponds x 3. reimbursement of Aspli Safety.	91.40	15.23
35	Mrs L Stevens	Rescue Bag 25 Metre x 3 for Monkwood Green ponds. reimbursement of Aspli Safety.	125.74	20.95
36	Mrs L Stevens	Plastic beware deep ponds signs. reimbursement of Signomatic	127.01	21.17
37	Aspli Safety	Replacement stickers for existing life lines.	10.62	1.77
38	Grimley Peace Hall Foundation	Extra ordinary meeting June 2025	37.50	0.00

Appendix 2 - Draft Motion for Councils: Future of Neighbourhood Planning Support Services

WCALC recommended draft Resolution calling on the Government to provide dedicated funding for Neighbourhood Plans

[Insert name of Council] acknowledges that:

- Neighbourhood planning empowers local communities to shape the development and growth of their areas through the creation of Neighbourhood Plans.
- The preparation of Neighbourhood Plans requires significant time, expertise, and financial resources, often placing a burden on parish and town councils.
- Neighbourhood Plans contribute to more democratic, locally-informed planning decisions and support the delivery of sustainable development aligned with community needs and aspirations.

Therefore it is Resolved to -

1. Call upon His Majesty's Government to provide increased and sustained funding to support the development, review, and implementation of Neighbourhood Plans.
2. Request that the Government ensures funding is accessible to all communities, to promote inclusivity and fairness in the planning process.
3. Write to [local MP] and the Secretary of State for Housing, Communities, and Local Government to communicate this resolution and advocate for enhanced support for neighbourhood planning

Appendix 4

Clerk correspondence where NOT included in agenda items above.

1	NALC correspondence on closure of grants 7 funding for neighbourhood plans
2	AGAR and website transparency code compliance.
3	Councillor training opps.
4	PCC newsletter
5	PCSO quarterly contract
6	Police smart water scheme – forwarded to Chair.
7	Parish Hall fete update
8	Facebook updates/social media
9	Devolution survey responses
10	WWT pipe installation emails - forwarded to Chair
11	Natural Networks grant opportunities
12	Results Responses for Local Gov Reorganisation survey (Devolution)
13	Camp Inn correspondence ref planning enforcement
14	NALC Chief executive's bulletin
15	WCALC monthly bulletin & CALC Malvern Hills Area Meeting, 19th June: Draft Minutes
16	The Rural Funding Digest - Looking for funding for your local project or community group
17	The Rural Bulletin – national rural news and ensuring rural communities have a voice
18	HMRC – payroll update and legal requirements.
19	HSE weekly bulletins – working from home, employing contractors
20	Worcestershire CALC bulletins, legal updates and monthly newsletters
21	Parish newsletter monthly submission

Appendix 3 – Grimley Parish site visit 21st July 11am

Initial meet up 11am Open Ditch pub, Sinton Green

Attendees:

Mel Fordington County Cllr, WCC
 Highway Drainage rep, WCC
 Land Drainage rep, District Council
 Matt Maginnis, Flood Risk Manager, WCC
 Parish Cllr Robin Woodhouse
 Parish Cllr Sue Wilson

Sites to visit:

- 1) **Dark Lane:** leaking running water, flooded/icey road in winter, site of multiple accidents 4 in past 2 years, at least 10 accidents since 2010, dangerous school bus route, eroded tarmac, passing places eroded and dangerous.
Draft Objective: Create a plan for investigating source of water, fix water, repair in-road drain near pumping station, and re-tarmac road Walton Lane and Dark Lane.
Long term objective: Residents wish to explore applying for a one-way system using the natural loop formed by Dark Lane and Walton Lane to eradicate this accident blackspot.
Other points to note: Lengthsman not permitted to work down this section due to national speed limit and single track road, so PC unable to assist with drain clearance.

- 2) **Vicinity of Paddlebrook Cottage** flooding road in winter, ineffectual roadside drain at The Sling (last property in Sinton Green) ineffectual under-road pipes adjacent to Paddlebrook and brook requiring clearance.
Draft Objective: Create a plan for installing additional under road drains, increase capacity of under road pipe, arrange for all drains and pipes in vicinity to be cleared every year as a matter of course, rather than every 4 years. And, establish plan for clearing that section of the brook. Repair bridge rails.
Long term objective: Residents and PC wish to request permission for VAS sign installation and on-road painted speed roundel. These options have been declined until the flooding issue is fixed.
Other points to note: Lengthsman not permitted to work this section as so safe pull in.

- 3) **Oakhall Green to Sinton Green** running water, flooding road and flooding of gardens and village green in winter, requirement for ditch maintenance and pond excavation.
Draft Objective: Create a plan for excavating road-side pond, clearing existing ditches and drains down length of hill, install new grips, and arrange for all drains in vicinity to be cleared every year as a matter of course, rather than every 4 years.
Long term objective: None, other than to stop the flooding.
Other points to note: Lengthsman not permitted to work down this section due to national speed limit and single track road, so PC unable to assist with drain clearance.

- 4) **Moseley corner:** leaking running water, flooding road, dangerous conditions in winter, site of multiple accidents, requirement for ditch maintenance and installation.
Draft Objective: Create a plan for investigating source of water, fix water, and install new road side ditches and grips. Repair pond rails.
Long term objective: Residents and PC wish to request permission for VAS sign installation and on-road painted speed roundel. These options have been declined until the flooding issue is fixed.
Other points to note: Lengthsman not permitted to work this section as accident black spot.