

Minutes of the Annual meeting of Grimley Parish Council *amended*

Monday 15th May 2023, 7.30pm
Peace Hall, Sinton Green

Signatures were collected on acceptance of office before meeting commenced. No reasonable adjustments have been requested to facilitate councillor access to meetings.

	<p>Present: Parish Cllrs A Bretherton (Chair), P Ayers, J Izamis, G Probert, S Wilson,</p> <p>Attending: Parish Clerk Lisa Stevens, DCllr Dean Clarke. Residents Adam Collett, Robin Woodhouse.</p> <p>Apologies: CCllr S Richardson Brown. Cllr G. Moore. Resident Andy Sinclair</p>																					
1/23	<p>Welcome and information provided at the beginning of each parish council meeting. District and County Cllr input and guidance on planning/legal/best practice procedures is welcome as a standard during any point in this meeting. Standing orders remain in place unless otherwise stated.</p> <p style="text-align: center;"><u>Formation of Grimley Parish Council</u></p> <div style="text-align: center;"> <p>Notice Of Uncontested Election</p> <p>Malvern Hills</p> <p>Election of Councillors for Grimley</p> <p>on</p> <p>Thursday 4 May 2023</p> </div> <p>I, being the Returning Officer at the above election, report that the persons whose names appear below were duly elected Councillors for Grimley.</p> <table border="1"> <thead> <tr> <th>Name of Candidate (surname first)</th> <th>Home Address</th> <th>Description (if any)</th> </tr> </thead> <tbody> <tr> <td>Ayers Pamela</td> <td>Ivy Cottage, Monkwood Green, Hallow, Worcester, Worcestershire, WR2 6NX</td> <td></td> </tr> <tr> <td>Bretherton Allan James</td> <td>Mayfield Cottage, Sinton Green, Hallow, WR2 6NS</td> <td></td> </tr> <tr> <td>Izamis Johnny George</td> <td>Goodwins, Monkwood Green, Hallow, Worcester, WR2 6NX</td> <td></td> </tr> <tr> <td>Moore Georgina</td> <td>Priory Cottage, Grimley, Worcestershire, WR2 6LU</td> <td></td> </tr> <tr> <td>Probert Geoffrey Ernest</td> <td>Northingtown Farm, Holt Heath, Worcester, WR6 6NQ</td> <td></td> </tr> <tr> <td>Wilson Susan</td> <td>Holly Cottage, Monkwood Green, Hallow, Worcestershire, WR2 6NX</td> <td></td> </tr> </tbody> </table> <p>Andy Baldwin Returning Officer Dated Wednesday 5 April 2023</p> <p>Printed and published by the Returning Officer, Room F7, Council House, Avenue Road, Malvern, Worcestershire, WR14 3AF</p> <p>The Clerk has hereby received notice that the persons listed on this notice are duly elected unopposed and may therefore form the parish council.</p> <p>Term of office: The term of office of all councillors ends on Monday 10th May 2027. Parish elections are scheduled for May 2027 and terms of office will come to an end whether persons have been elected (both contested and uncontested polls) or co-opted.</p>	Name of Candidate (surname first)	Home Address	Description (if any)	Ayers Pamela	Ivy Cottage, Monkwood Green, Hallow, Worcester, Worcestershire, WR2 6NX		Bretherton Allan James	Mayfield Cottage, Sinton Green, Hallow, WR2 6NS		Izamis Johnny George	Goodwins, Monkwood Green, Hallow, Worcester, WR2 6NX		Moore Georgina	Priory Cottage, Grimley, Worcestershire, WR2 6LU		Probert Geoffrey Ernest	Northingtown Farm, Holt Heath, Worcester, WR6 6NQ		Wilson Susan	Holly Cottage, Monkwood Green, Hallow, Worcestershire, WR2 6NX	
Name of Candidate (surname first)	Home Address	Description (if any)																				
Ayers Pamela	Ivy Cottage, Monkwood Green, Hallow, Worcester, Worcestershire, WR2 6NX																					
Bretherton Allan James	Mayfield Cottage, Sinton Green, Hallow, WR2 6NS																					
Izamis Johnny George	Goodwins, Monkwood Green, Hallow, Worcester, WR2 6NX																					
Moore Georgina	Priory Cottage, Grimley, Worcestershire, WR2 6LU																					
Probert Geoffrey Ernest	Northingtown Farm, Holt Heath, Worcester, WR6 6NQ																					
Wilson Susan	Holly Cottage, Monkwood Green, Hallow, Worcestershire, WR2 6NX																					
2/23	<p>a. Election of Chair 2023/24</p> <p>i. Nominations and vote. Motion Proposal for Allan Bretherton. Prps: GP. Scnd: JI. Duly accepted as Chair and warmly welcomed.</p> <p>ii. Signature on Declaration of Acceptance of Office – completed.</p> <p>b. Election of Deputy Chair 2023/24, process as above - Decision postponed until further co-option has taken place.</p>																					
3/23	<p>To consider any apologies for absence – as above.</p> <p>To consider any Declarations of Interest – Cllrs Ayers and Wilson in respect of planning items The Croft as neighbours.</p>																					
4/23	<p>Public open forum. Open forum does not form a legal part of the meeting. No questions.</p>																					

5/23	<p>Co-option for unfilled vacancies x 3</p> <p>a. The Clerk has received notice that Grimley parish has received enough candidates to make a quorum, that the positions are considered already duly advertised as part of the process for the 4th May 2023 elections and may co-opt additional to fill the vacancies - Duly noted.</p> <p>b. The parish council proceeded according to the adopted co-option policy.</p> <p>i. Nomination Mr Adam Collett by Cllr GP – qualification declaration inspected by Clerk. Prps: SW. Scnd: PA. Duly co-opted. (Grimley parish is not warded).</p> <p>ii. Nomination Mr Robin Woodhouse by Cllr JI – qualification declaration inspected by Clerk. Prps: AB. Scnd: GP. Duly co-opted.</p> <p>iii. Nomination Mr Andy Sinclair by Cllr AB – qualification declaration inspected by Clerk. Prps: PA. Scnd: JI. Duly co-opted.</p> <p>Clerk notes no reasonable adjustments requested for attendance. Declarations of acceptance of office signed or to be passed to new Cllr. Those present warmly welcomed. MHDC declaration of interested forms and welcome packs provided. Cllrs may take part in debate from this point onwards.</p> <div style="display: flex; justify-content: space-around;"> <div data-bbox="288 683 683 1205"> <p>WORCESTERSHIRE COUNTY ASSOCIATION OF LOCAL COUNCILS Good Practice Guide NOTIFICATION OF CASUAL VACANCY</p> <p>NS</p> <p>NOTIFICATION OF CO-OPTION</p> <p>To: The Monitoring Officer Malvern Hills District Council</p> <p>The following</p> <p><input checked="" type="checkbox"/> Mrs /Ms</p> <p>FIRST NAMES: James Andrew Spencer.....</p> <p>SURNAME .. Sinclair.....</p> <p>ADDRESS</p> <p>.....Simberton Cottage, Monkwood Green, Hallow, Worcs, WR2 6NX</p> <p>was co-opted by</p> <p>..... Grimley..... PARISHTOWN</p> <p>COUNCIL to serve N/a. (Grimley Parish)..... WARD</p> <p>(If applicable) on 15/05/2023..... date</p> <p>and has duly signed the Declaration and Undertaking</p> <p>Clerk to the Council Mrs Lisa Stevens.....</p> <p>Date 18/05/2023.....</p> </div> <div data-bbox="710 683 1093 1205"> <p>WORCESTERSHIRE COUNTY ASSOCIATION OF LOCAL COUNCILS Good Practice Guide NOTIFICATION OF CASUAL VACANCY</p> <p>NS</p> <p>NOTIFICATION OF CO-OPTION</p> <p>To: The Monitoring Officer Malvern Hills District Council</p> <p>The following</p> <p><input checked="" type="checkbox"/> Mrs /Ms</p> <p>FIRST NAMES: Adam Stuart.....</p> <p>SURNAME .. Collett.....</p> <p>ADDRESS</p> <p>.....Whitehouse Farm, Monkwood Green, Hallow, Worcs, WR2 6NX</p> <p>was co-opted by</p> <p>..... Grimley..... PARISHTOWN</p> <p>COUNCIL to serve N/a. (Grimley parish).....</p> <p>WARD (If applicable) on 15/05/2023..... date</p> <p>and has duly signed the Declaration and Undertaking</p> <p>Clerk to the Council Mrs Lisa Stevens.....</p> <p>Date 18/05/2023.....</p> </div> <div data-bbox="1125 683 1513 1205"> <p>WORCESTERSHIRE COUNTY ASSOCIATION OF LOCAL COUNCILS Good Practice Guide NOTIFICATION OF CASUAL VACANCY</p> <p>NS</p> <p>NOTIFICATION OF CO-OPTION</p> <p>To: The Monitoring Officer Malvern Hills District Council</p> <p>The following</p> <p><input checked="" type="checkbox"/> Mrs /Ms</p> <p>FIRST NAMES: Benjamin Robin.....</p> <p>SURNAME .. Woodhouse.....</p> <p>ADDRESS</p> <p>.....Whitcombe House, Grimley, Worcs, WR2 6LU</p> <p>was co-opted by</p> <p>..... Grimley..... PARISHTOWN</p> <p>COUNCIL to serve N/a. (Grimley parish).....</p> <p>WARD (If applicable) on 15/05/2023..... date</p> <p>and has duly signed the Declaration and Undertaking</p> <p>Clerk to the Council Mrs Lisa Stevens.....</p> <p>Date 18/05/2023.....</p> </div> </div>
6/23	<p>General Power of Competence</p> <p>a. As the parish council adhere to all the criteria, to resolve to adopt the General Power of Competence. Motion Prps: SW. Scnd: PA. Duly adopted.</p> <p>NB. An eligible council is one which has resolved to adopt the GPC, with at least two thirds of its members being declared elected and Clerk hold an appropriate qualification (Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012).</p>
7/23	<p>Insurance and risk assessments</p> <p>a. To confirm arrangements for insurance cover are in place all insurable risks – confirmed.</p> <p>b. To readopt existing risk assessments, with the Clerk and Cllrs to review by September.</p> <p>c. To adopt the existing Health & Safety policy.</p> <p style="text-align: right;">All Motion Prps: AB. Scnd: PA. Duly adopted all.</p>
8/23	<p>Asset Register</p> <p>a. Review and acceptance of asset register. (Reviewed by Clerk March 2023).</p> <p style="text-align: right;">Motion Prps: SW. Scnd: PA. Duly adopted.</p>
9/23	<p>Policies and procedures - Review of the council's policies in respect of its obligations under freedom of insurance, GDPR and data protection legislation. – to review and adopt the following existing policies:</p> <p>a. 'Info to be published' policy.</p> <p>b. 'Privacy notice'.</p> <p>c. 'Template consent form'.</p> <p style="text-align: right;">All Motion Prps: GP. Scnd: AC. Duly adopted all.</p>

10/23	<p>Employment procedures - to review and adopt the following existing policies:</p> <ul style="list-style-type: none"> a. Delegation to the Clerk policy. b. Equal opportunities policy. c. Home working policy. d. Lone working policy. e. Staff disciplinary policy. <p style="text-align: right;">All Motion Prps: AB. Scnd: PA. Duly adopted all.</p>						
11/23	<p>Standing Orders – to review and adopt the following existing policies:</p> <ul style="list-style-type: none"> a. Standing Orders. (Reviewed Summer 2022). b. S137 policy (grants to public) (Reviewed Autumn 2022). <p style="text-align: right;">All Motion Prps: AB. Scnd: SW. Duly adopted all.</p>						
12/23	<p>Code of Conduct and Respect Pledge – to review and adopt the following existing policies:</p> <ul style="list-style-type: none"> a. To note continued adherence to the Code - adopt the Code of Conduct. (Reviewed 2022). b. Respect pledge and NOLAN principles. Motion Prps: PA. Scnd: SW. Duly adopted. c. 'Complaints Policy'. (Reviewed Autumn 2022). d. 'Grievance Policy'. (Reviewed 2022). All Motion Prps: AB. Scnd: JI. Duly adopted all. 						
13/23	<p>Financial Regulation - to note and review the following existing financial policies:</p> <ul style="list-style-type: none"> a. Financial Regulation (adopt pending Clerk review and submission to council). b. Data Protection Policy. (Reviewed 2023. No amendments from RG). c. Data Retention Policy. (Reviewed 2023. No amendments from RG). <p style="text-align: right;">All Motion Prps: AB. Scnd: AC. Duly adopted all.</p>						
14/23	<p>Review existing budget and to review annual subscriptions approved within that budget</p> <ul style="list-style-type: none"> a. Worcestershire CALC. Prps: SW. Scnd: AC. Carried. Duly approved. 						
15/23	<p>Key Projects, Committees and Committee Representatives - To review, amend and confirm existing:</p> <p>To agree key projects/committee for the parish.</p> <ul style="list-style-type: none"> a. Monkwood Green Five year rolling maintenance plan – Lead Cllr S.Wilson. b. Footpaths and Rights of Way (a working party that coordinates with County Hall foot paths officer) - Lead Cllr J.Izamis. c. Development of a community strategy (the parish council needs a better system of coordinating and contacting residents) Lead Cllr A.Collett. d. Climate change working party - currently without a chair, but the party are considering meeting 5th June to sort this out. Lead Cllr A.Sinclair. e. Churchyard expansion project working party - Lead Cllr A.Bretherton. <p style="text-align: right;">All appointments above Prps: JI. Scnd: PA. Duly agreed.</p> <table border="1" data-bbox="276 1630 1522 2016"> <tr> <td data-bbox="276 1630 778 1733">Grievance Panel x 3 members</td> <td data-bbox="778 1630 1522 1733">Cllr Allan Bretherton Cllr Johnny Izamis. Cllr Geoff Probert</td> </tr> <tr> <td data-bbox="276 1733 778 1899">Over-seeing Finance/Audit x 3 members</td> <td data-bbox="778 1733 1522 1899">Cllr Allan Bretherton (Signatory and online banking), Cllr Johnny Izamis. (Not a signatory and need to get on to online banking) Cllr Sue Wilson (Signatory and online banking) Cllr Pam Ayers (Signatory but NOT online banking) Cllr Georgie Moore (Signatory and online banking)</td> </tr> <tr> <td data-bbox="276 1899 778 2016">Staffing Committee x 3 members</td> <td data-bbox="778 1899 1522 2016">Cllr Pam Ayers Cllr Adam Collett Cllr Sue Wilson</td> </tr> </table>	Grievance Panel x 3 members	Cllr Allan Bretherton Cllr Johnny Izamis. Cllr Geoff Probert	Over-seeing Finance/Audit x 3 members	Cllr Allan Bretherton (Signatory and online banking), Cllr Johnny Izamis. (Not a signatory and need to get on to online banking) Cllr Sue Wilson (Signatory and online banking) Cllr Pam Ayers (Signatory but NOT online banking) Cllr Georgie Moore (Signatory and online banking)	Staffing Committee x 3 members	Cllr Pam Ayers Cllr Adam Collett Cllr Sue Wilson
Grievance Panel x 3 members	Cllr Allan Bretherton Cllr Johnny Izamis. Cllr Geoff Probert						
Over-seeing Finance/Audit x 3 members	Cllr Allan Bretherton (Signatory and online banking), Cllr Johnny Izamis. (Not a signatory and need to get on to online banking) Cllr Sue Wilson (Signatory and online banking) Cllr Pam Ayers (Signatory but NOT online banking) Cllr Georgie Moore (Signatory and online banking)						
Staffing Committee x 3 members	Cllr Pam Ayers Cllr Adam Collett Cllr Sue Wilson						

Appeals Panel x 3 members	Cllr Pam Ayers Cllr Adam Collett Cllr Sue Wilson
Peace Hall Committee x 2 members	Cllr Allan Bretherton. Cllr Pam Ayers Cllr Robin Woodhouse as stand in, in absence if required.
CALC Rep x 1 member	Cllr Pam Ayers
Planning and Enforcement Committee	All parish cllrs at all times.
Church Maintenance Volunteers parish council liaison officer x 1 member	Cllr Allan Bretherton.
Commons and SSSI Management Committee (Monkwood Green) x 5 members	Cllr Pam Ayers, Cllr Johnny Izamis, Cllr Geoff Probert Cllr Sue Wilson, Cllr Adam Collett. (Clerk as separate admin support)
Monkwood Green COMMONERS Association x 4 members	Cllr Pam Ayers, Cllr Johnny Izamis, Cllr Sue Wilson, Cllr Adam Collett. (Clerk as separate admin support)
Sinton Green Management Committee x 2 members	Cllr Allan Bretherton. Cllr Robin Woodhouse
Grimley Smaller Charities x 1 member	Cllr Robin Woodhouse (Non-voting position)
Lengthsman support and rep x 1 member	Cllr Allan Bretherton, plus Clerk
Footpaths Officers <i>and support for 'County Council Sponsored Footpaths Officer'</i>	Cllr Johnny Izamis (Wider parish footpaths) Cllr Georgie Moore (Grimley footpaths) Cllr Pam Ayers and Cllr Sue Wilson (MWGreen footpaths)
Defibrillator monthly inspection unlimited members	Cllr Pam Ayers & Cllr Sue Wilson (MWGreen phone box) Cllr Robin Woodhouse (Grimley phone box) Clerk (Sinton Peace Hall)
Climate emergency panel x 2 member	Cllr Allan Bretherton. Cllr Andy Sinclair
Parish magazine monthly report x 2 persons	Clerk and Cllr Allan Bretherton.
All the above Prps: AC. Scnd: JI Duly carried.	

16/23

AOB nil. Close of annual meeting.

Minutes - Monthly (May) Meeting of Grimley Parish Council – 8pm approx

All declarations and apologies as above.

Councillors offered warm congratulations on the occasion of The Coronation of Their Majesties King Charles III & Queen Camilla at Westminster Abbey on Saturday 6th May 2023.

44/23

Minutes of previous meeting – Motion to approve previous minutes. 27th March 2023. Amendments to item numbering submitted. Prps: PA. Scnd: SW. Duly **approved**.

45/23

To receive the report of the County Councillor – Scott Richardson Brown
Not present.

Clerk

46/23

To receive the report of the District Councillor – Dean Clarke.
Parish Councillors offered congratulation on his election 4th May 2023 and noted his attendance at the King's Garden Party at Buckingham Palace.
Coronation party at the Peace Hall was a success and nicely attended.

47/23	<p>Planning - to consider, comment and resolve to respond to the following applications.</p>	
a.	<p>M/23/00504/FUL. Land at (Os 8023 5997) Monkwood Green. Erection of dwelling. Councillors voted to ask that the application be rejected on the basis that 1) there is there is no justification for a new dwelling in the open countryside at this location and 2) on the lack of analysis of impact on nearby SSSI. Clerk instructed to respond. Prps: RW. Scnd: JI. Cllr PA abstained. Duly Carried.</p>	Clerk
b.	<p>M/23/00574/CLPU. The Croft. Monkwood Green, WR2 6NX. Certificate of lawfulness for the proposed use of single-storey, oak-framed home office and pottery studio/hobby room.</p>	Clerk
c.	<p>Councillors noted that Although business use is not mentioned, there is indication that the site is being used for wider purposes (clerk instructed to note website address to MHDC). Also that the adjacent Common and SSSI (Monkwood Green) and also the SSSI of Monk Wood are not considered as part of the application and in particular drainage issues are not addressed. Also, although the property is not listed, please consider whether it is possible for MHDC planners to visit this building and decide for themselves whether the existing structure has historical significance and value. Motion to Comment as above. Prps: AC. Scnd: JI. Cllrs PA and SW absented from debate or vote. Duly carried.</p>	Clerk
d.	<p>To note response submitted April 2023 to M/23/00519/AGR Land At (Os 8361 6080) Grimley village. Cllrs had no further comment.</p>	
e.	<p>Planning correspondence item: Resident concerns about light pollution in adjacent properties and outside lights left on all night. Request for the parish council to encourage residents to leave them on security mode to come on if intruders occur. Clerk to put an item in the next available parish newsletter. Agreed. Prps: JI. Scnd: SW.</p>	
	<p>Standing Item: To consider and as required arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda.</p>	
i.	<p>M/23/00177/HP Hill Crest, Sinton GreenHallowWorcesterWR2 6NP. Erection of 2-storey rear extension with alteration of roofline to existing single storey extension. <i>Cllrs required more time to consider – add to parishioner meeting.</i></p>	Clerk
ii.	<p>M/23/00609/HP Hill Croft, Sinton GreenHallowWorcesterWR2 6NW. Proposed replacement garage building. <i>Cllrs required more time to consider – add to parishioner meeting.</i></p>	Clerk
48/23	<p>Commons and Village Greens. Updates and formulate Motions not requiring written notice.</p>	
a.	<p><u>Sinton Green</u></p>	
i.	<p>i. Memorial bench for CM andJM. (Funded by resident) correspondence and review of risk assessment. Cllrs considered the correspondence and reviewed the risks associated with the project and found no overriding reason for the present location of the bench to be changed. A plank style bridge to traverse the ditch would be a further risk, access to the Green has always been enjoyed without a problem and the area is mowed and so visibility is good. Visitors are not going to travel by car specifically in order to enjoy this feature. Bench is not visible from the house in question. Residents have already reported their use and enjoyment of the facility. No further action. Prps: PA. Scnd: RW. Carried.</p>	

<p>48/23 a a a</p>	<p>ii. Review of recent Coronation events and parking. No issues with parking were experienced, no further action.</p> <p>iii. June 2023 classic car event 18th June to coincide with Fete. Parish Councillors confirmed permission for this to proceed on the Green. Mr Stanway will organise and liaise with the Fete committee. Ramps will be used to get the cars across the ditches – these will be provided by Mr Stanway and no intervention is required of the parish council. Parking by attendees can be on the smaller of the two Greens – the fete committee are familiar with the designated access point. The land is not SSSI. Approved Prps: PA. Scnd: RW.</p>	
<p>b i ii. iii. iv.</p>	<p><u>Monkwood Green</u></p> <p>i. Review of recent coronation events, volunteer days and bus shelter maintenance. Thanks to all residents for their participation and public spirit. A BBQ was held on the Saturday evening with great success. Afternoon tea with fizz on the Sunday. Volunteering to paint the bus shelter was postponed due to the weather. SW to rearrange.</p> <p>ii. Offer from resident CB to clear up the cut wood and brash piles around the restored pond (petty whin section). Approved Prps: JI, Scnd: PA. Duly carried. AC has strimmed the visibility splays also. CB is sorting out the brash piles according to his expertise of invertebrates.</p> <p>iii. Strimming contracts. Motion to expand previous decision to purchase one strimmer to TWO. To enable progress with five-year maintenance plan of Common and SSSI. Cllr JI to assist with purchase of the strimmers not exceeding £600 excluding VAT. Clerk to issue contract. Prps: JI. Scnd: RW. Duly carried. SW to assist with liaising with CB. Strimmers to remain PC property, although storage will be with AB and LR, who are to have their own insurance also.</p> <p>iv. Memorial bench for RW (Funded by resident). Clerk to assist with exploring options for recycled or locally sourced bench. Resident to arrange and pay for plaque. Resident to provide donation to PC in the event that the PC combine purchase with the two memorial benches in Grimley, so that one invoice can be accepted. Ownership to remain with PC. PC to pay for installation as this is a SSSI. Prps: JI. Scnd: GP. Duly approved.</p>	<p>Cllr Wilson</p> <p>Cllr Izamis Clerk</p> <p>Clerk Cllr Wilson</p>
<p>49/23 a.</p>	<p>Public rights of way and footpaths - - updates and formulate Motions not requiring written notice.</p> <p>Two volunteers are currently attending training. Update shortly. Cllrs expressed their gratitude.</p> <p>Footpath finger posts – one missing at Monkwood Green. Clerk to report</p> <p>Grimley right of way passed the vicarage remains of concern in terms of route and access. To tackle once volunteers are content.</p>	<p>Clerk</p> <p>Volunteers</p>

50/23	Reports from other Projects and Representatives - updates and formulate Motions not requiring written notice.	
a.	<p>i. Churchyard extension (<i>some information obtained via clarification post meeting</i>) – Family are gifting plot of land to church in memory of Dave Stanley. Legal fees are already covered. Parish Council reserve of £4k is not required for this purpose with thanks, although some contribution towards a new fence to encompass the extension is required. Parish councillors have already noted that £215 remains of WCC divisional grant which is in PC keeping and is to be released at church council request. BT church warden has noted that an additional £300/£500 might be required. Clerk has been instructed to keep this in mind. Cllrs have noted that the PC will become custodians of the churchyard only once all plots are filled. WCALC have noted that Parish Councils have certain discretion to assist with churchyard maintenance (not church maintenance) if they are to become future PC assets (nb. it is not in anyone’s interest to ‘inherit’ an overgrown plot of land).</p> <p>ii. Fete Saturday 18th June. – already covered.</p> <p>iii. Climate crisis working party REACT. No report, meeting in June.</p> <p>iv. Allotment provision exploration. AB to chase CCllr.</p> <p>v. Queen’s Oak project update. Oak in churchyard has been planted. Project closed until such time as trees are mature enough for a plaque.</p> <p>vi. Memorial benched and trees for Dave Stanley and Colin Atkinson. (WCC grant covered). AB to assist with seeking quotes from Harpers and include Monkwood bench if necessary. Sam Carter has verbally approved location near the phone box – thanks were given by the councillors, as this will prove invaluable for bus users. Bench will remain property of parish council. Church warden BT yet to be spoken to about location of DS bench in churchyard – AA/Clerk to arrange this. CB has provided a willow (White Willow) for CA. Oak for DS to be sourced – Clerk has some seedlings that would need to be brought on. Cllr Bretherton and DCllr Clarke have offered to personally fund the two Grimley bench plaques, to include reference to Kings coronation year.</p> <p>vii. Replacement noticeboard at Peace Hall. £750 to remain in reserve until requested by Peace Hall. No further action by parish council. RW noted that the noticeboards were originally given to the parish free as a gift by Robert Genever. RW to speak to Peace Hall.</p> <p>Viii - AOB Peace Hall – memorial bench Des Hallahan behind side door requires replacement/repair/maintenance. AC to inspect and has volunteers that might be able to assist. No budget set at present, though the Clerk noted that the bench should be added to the PC asset register so that it could be budgeted for in future. Prp: RW. Scnd: GP. Duly agreed. Clerk to put aside £500 from contingency funds just in case. Prps: RW post meeting. Items on asset register are required to be issued with a maintenance reserve so this will happen automatically. No need for further vote.</p>	<p>Clerk</p> <p>Cllr Bretherton</p> <p>Cllr Bretherton</p> <p>Clerk & AA</p> <p>Cllr Woodhouse</p> <p>Cllr Collett</p>

51/23	Finance and Administration To formulate Motions not requiring written notice	
a.	To consider and motion to approve the payment of outstanding accounts. Appendix 1. Prps: JI Scnd: AC. Duly approved .	
b.	To consider and retrospectively approve payment of urgent accounts, as per emergency Clerk procedures (Delegation to Clerk policy). Appendix 2. Prps: JI. Scnd: SW. Duly approved .	
c.	To note progress with audit - duly noted .	
d.	Clerk noted that she has removed DS from PC finances.	
52/23	Correspondence, dates for diary, items for future agenda and AOB	
a.	Items on hold and to add back to agenda when any update is available: <ul style="list-style-type: none"> i. Shared space signs Camp Lane, Grimley. ii. Overgrown hedges and pathways: top triangle and along A443 to layby. iii. Grimley village - Proposed Prohibition of Waiting At Any Time TRO. iv. Overgrown hedges along highway through Monk Wood. v. Flooding in road outside Church Farm, Grimley. Highways soakaway and drain. vi. Broken knee rail Grimley approach road. 	
53/23	Dates of next scheduled meeting. Peace Hall booked. Monday 22nd May, 7.30pm – Annual Parish meeting.	

Appendix 1 - Payments to be made this month (or date paid if contracted monthly)

BHIB	Insurance 2023 / 2024	195.15
Nora Parsons	Annual donation 2022/2023 as per agreed budget.	200.00
Hallow Scouts Guides	Annual donation 2023/2024 as per agreed budget.	200.00
Grimley Peace Hall Foundation	Annual donation 2023/2024 as per agreed budget.	400.00
Mr Simon Skeys	Lengthsman worksheet April 2023.	204.00
Mr Simon Skeys	Sinton Green Mowing April 2023	85.00
Mrs Lisa Stevens	Monthly Expenses May 2023. £15.00 working from home allowance. No additional stationery this month. Repairs would have been more than a new printer. New printer purchased. Prps: JI. Scnd: AC. Printer £249.00, Ink: £128.99, Two year care package: £45.00	£422.99 (including VAT £63.00)
Nest Pensions	May payment for April wage	40.35
Mrs Lisa Stevens	May payment for April monthly wage 2023	576.48

Appendix 2 - Payments made in previous month under delegation to Clerk policy and in line with annual budget previously approved by Cllrs.

28/04/2023	Worcestershire CALC	Annual Subscription 2023	448.58
28/04/2023	Mr Simon Skeys	Lengthsman worksheet March 2023. Claimed 31/03/2023 from WCC for £152.47 only, as grant maxed out.	357.00
28/04/2023	Grimley Peace Hall Foundation	£300 donation towards projector Coronation project, agreed March 2023	300.00
28/04/2023	Mrs Lisa Stevens	Expenses April 2023	46.54
28/04/2023	Nest Pensions	April payment for March wage	40.35
28/04/2023	Mrs Lisa Stevens	April payment for March monthly wage 2023	553.42