



**Grimley
Parish Council**

Republished Monthly Meeting of Grimley Parish Council

24th November 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 **24th November 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: 19th Nov 2025



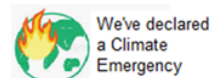
Scan with your
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new parish council
website



Scan with your phone to
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.
- Please ensure that correspondence to be read and considered by the Councillors is received at least one week before the meeting, so that it can be added to the agenda and scheduled for discussion as required.
- 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.Reggs/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.
- 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>

Requests for this information in other languages/audio/large print will be reasonably considered.



**Agenda for the Monthly Meeting of Grimley Parish Council 24th November 2025, 7.30pm,
Grimley Peace Hall, Sinton Green, WR2 6NP**

1	Welcome, information provided at the start of each meeting and general admin a. Points of order and adjustments to facilitate public participation. b. To consider any apologies for absence. CCllr Mel Fordington. Motion to accept and add to register.
2	Declarations of interest a. To note updates received to Register of Interests/dispensations. Cllrs are reminded to update their register of interests. b. To declare Disclosable Pecuniary Interests relevant to agenda. Cllrs who have declared a Disclosable Pecuniary Interest/ other Disclosable Interest (para 12(4)(b) Code of Conduct) must leave for the relevant items only, unless a dispensation has been granted. c. To declare any Other Disclosable Interests relevant to the agenda. d. To declare any additions to the Register of Gifts & Hospitality. e. To consider written requests for the granting of a Dispensation (S33 Localism Act 2011). Motion to approve requests. f. To consider any adjustments required to encourage or allow public participation.
3	Minutes of the previous meeting 22nd Sept 2025 & 27th October 2025 – To receive, consider & 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> <i>Motion to suspend Standing Orders. The Chair will receive questions from the press and public.</i>
5	To receive the report of the County Councillor – Mel Fordington (Items raised for decision will be added to the next agenda) Report in her absence. Our CCllr has kindly agreed to fund from her divisional fund the repairs to the kerb at Grimley bus stop and also to fund two speed roundels in the parish – parish cllrs to decide upon locations and clerk to check parameters for roundel placement.
6	To receive the report of the District Councillor – Dean Clarke (Items raised for decision will be added to the next agenda)
7	<i>Closure of Open Forum. Motion to reinstate Standing Orders.</i>
8	Planning & Consultations - Consider and resolve to respond to the following: a. Standing Item: Planning Applications. To consider and arrange an extra ordinary parish council meeting for applications received after date of publication of this agenda: nil at time of publication. b. To note that M/25/01062/FUL Land At (Os 8154 5949) Moseley Road shepherd hut holiday lets are to be approved upon amended access and driveway proposals by the applicant. Fully decision report awaited. c. Planning appeal M/25/01319/PIP at Land At (Os 8184 6034) Sinton Green behind Peace Hall. Permission in Principle for a minimum of 3 no. and maximum of 4 no. dwellings. d. M/25/01717/PIP Woodcote, Monkwood Green, WR2 6NX. Permission in Principle for one detached self-build dwelling. e. Mobile Phone Masts - Atlas Tower Group / WCC / Kenswick, Winchenford, Grimley, Hallow: Tuesday 18 th Nov for 6pm. Teams Meeting – outcomes and update. Meeting spec was to review potential solutions to improve mobile coverage, review the work completed to date, and agree on next steps. f. BT Switch over to digital - Supporting and Informing Local Councils presentation 24 November 2025 11am. Overview of the upgrade from analogue to digital and key timelines and how BT is supporting vulnerable customers during the switchover. g. Hallow Fields Biodiversity Consultation See appendix 3. Deadline 30 th Nov 25. h. Devolution update as required (standing item). See timeline appendix 4. Holt/Grimley/Hallow/Wichenford Devolution Cluster Meeting planned for spring 2026. i. M/25/01832/LB & M/25/01831/HP. Associated Ref:M/25/01831/HP. Sinton Court, Sinton Green, WR2 6N. Proposed amendment to approved alterations and additions (M/24/01190/LB) to the north western entrance gates and new wall mounted parcel box
9	Commons and Village Greens - Discuss updates and formulate Motions not requiring written notice Monkwood Green a. Willow pollarding on the Green. Outcome of consult CB with a view to budgeting in 26/27 for these works. Sinton Green b. Tree works village green - Clerk seeking quotes. c. Bus shelter repairs: Quote 1 JCCS - Remove and renew roof osb board, renew tanalised trims, replace felt for Epdm rubber roof Costing for labour and materials listed: £475 (VAT n/a). Quote 2 – awaited from SSkeys. Quote 3 & 4 – awaited.

10	Infrastructure, services, highway matters, drainage and flooding To discuss updates/formulate Motions not requiring written notice. Highways (roads & pavements) & byways (bridleways and footpaths). a. Progress with dog fouling signs.
11	Reports from other Projects and Representatives To discuss updates and formulate Motions not requiring written notice. a. Grimley Peace Hall , Sinton Green – updates as required. i. Correspondence from Peace Hall Committee ref the Defibrillator and access. ii. Bench repairs at the hall - update Cllr Sinclair. b. Lengthsman . To note Cllr Woodhouse site meeting with SSkeys. Work requested: - Noticeboard Grimley Village - cut hedge back and also around the 30mph sign - Grimley approach road – clear the gullies and grips blocked by The Ark - Sinton Green – strim the headwalls. - One more cut on sinton green before Christmas. c. Grimley Smaller Charities – planned donation towards Grimley Holt Primary School d. Police – Police Crime Commissioner role due to be abolished e. Remembrance Day report.
12	Budget 26/27
13	Finance and Administration - Discuss updates and formulate Motions not requiring written notice. a. To review payments made within the past month and to consider and motion to approve the payment of outstanding accounts . Appendix 1. b. To consider and approve payment of urgent accounts if any (Delegation to Clerk policy). Nil at publication. c. To receive and motion to accept latest Bank Reconciliation . d. Clerk timesheet for inspection. e. Clerk's correspondence list for information. Appendix 2 f. Inspection of parish council Annual Calendar and actions outstanding. g. Parish Council IT and Media Policy . Final version ready for adoption. h. Parish council land management policy . Latest version for Cllr comments and amendments prior to public consultation.
14	Standing item – Planning Enforcement . The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2). Motion to exclude the public and press by reason of the confidential nature of the business to be transacted. Parish council planning enforcement watch list and updates. See separate confidential sheet.
15	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. Risk assessment review and update. Moved to 2026.
16	Date of next scheduled meeting: 24th November 2025 7.30pm – Monthly PC meeting, Grimley 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 and already made in the previous month under the Delegation Policy and Financial Regs.

86	Mr S. Skeys	Lengthsman October worksheet	226.30
87	Community Heartbeat Trust Ltd	Annual care packages defib	453.60
88	Mrs L. Stevens	Monthly Expenses Nov 2025	45.62
89	Nest Pensions	Nov payment for Nov wage.	48.21
90	HMRC Shipley	EmployER Gross National Insurance	40.77
91	Mrs L. Stevens	Monthly wage for Oct paid in Nov.	redacted
92	Lloyds Service charge	Taken out of bank account direct	4.25
93	Mrs L. Stevens	Reimbursement of Land registry search.	14.00
95	Cllr S. Wilson	Xmas tree project MWGreen	100.00

Appendix 2 - Clerk correspondence where NOT included in agenda items above.

	Police Crime Commissioner newsletter
	PCSO quarterly contract
	NALC Chief Executive's bulletin
	WCALC monthly bulletin
	CPRE newsletter and monthly bulletin
	MHDC Planning monthly bulletin
	WCC Funding Finder monthly bulletin
	The Rural Funding Digest - Looking for funding for your local project or community group
	The Rural Bulletin – national rural news and ensuring rural communities have a voice
	Rural Services Network weekly bulletin
	HMRC – payroll update and legal requirements.
	HMRC Help and Support
	HSE weekly bulletins – working from home, employing contractors
	Parish Magazine monthly submission
	Register of electors details of how to request forwarded to all Cllrs.
	Cllr Russell WCALC training attendance.
	Devolution timelines
	WJS support for access of .gov.email accounts by cllrs
	Road closure Worlds End for Severn Trent Works
	Christmas tree donations
	Flytipping main road crossroads
	Forestry works Monk Wood WWT
	Winter Provision Partner Survey submitted by Clerk

Appendix 3 Hallow Fields Biodiversity Consultation

What3words: ///chef.cave.active

See separate MHDC Powerpoint presentation distributed by email



Residents have already asked the following questions in response to this consultation. The questions and answers are provided here for Cllrs' information.....continued overleaf

Appendix 3 continued

- (1) when and why (to serve what purpose) was Hallow Fields acquired?
- (2) is the land still fulfilling its original purpose for which it was acquired, or has something changed (please provide details)?
- (3) what has prompted this survey (if not answered above)?
- (4) how has the land been used since its acquisition e.g. mown, grazed, farmed, set aside, open to the public, organised visits, what wildlife and vegetation survey's have been undertaken, have any associated improvements/interventions been made and if so what have the outcomes been?
- (5) what immediate and long term plans have you already made for the land?
- (6) how long do MHDC expect to retain ownership of the land?

A1. Hallow Fields was acquired in 2020 for environmental initiatives including enhancing the biodiversity on the site, providing a public green space for public enjoyment, and offsetting the council's carbon emissions as part of the Destination Zero carbon reduction plan.

A2. The site is still being managed as a nature reserve, and for the purposes described above.

A3. The survey is to help the council understand public use and perception of the site, and to gather thoughts on which projects the local community feel should be a priority for the site.

A4. Since acquisition, there has been lots of habitat creation and enhancement carried out, much with the help of local volunteers. Without going into too much detail here, two of the fields which were previously fallow after being used for growing crops, have been sown with grasses, and are being managed with hay cutting and grazing to increase diversity and encourage wildflowers. The field to the north of the site is being managed in a similar manner to restore it to a species rich grassland. Other habitats have been created or enhanced, such as scrapes, scrub, and hedges. The site is open to the public using the public rights of way and permissive footpaths. The council has a strong relationship with volunteers from the RSPB Worcester and Malvern Local Group who have been helping with the practical habitat management, and a programme of species and monitoring surveys.

A5. The site will be managed as a nature reserve and the long-term goal is designation as a Local Nature Reserve, which is a legal designation for areas of local importance for wildlife. To achieve this, Hallow Fields will require continued management involving hay cutting, grazing, wildflower seeding and planting, woodland management, and further habitat creation and restoration. The site will remain open for the public to enjoy.

A6. MHDC expect to retain ownership of Hallow Fields in perpetuity, managing it for the benefit of our local people and wildlife.

Clerk thoughts to prompt discussion.

Main vehicular access is via Camp Lane? Therefore MHDC will need to invest in infrastructure and access before encouraging more public access to this site.

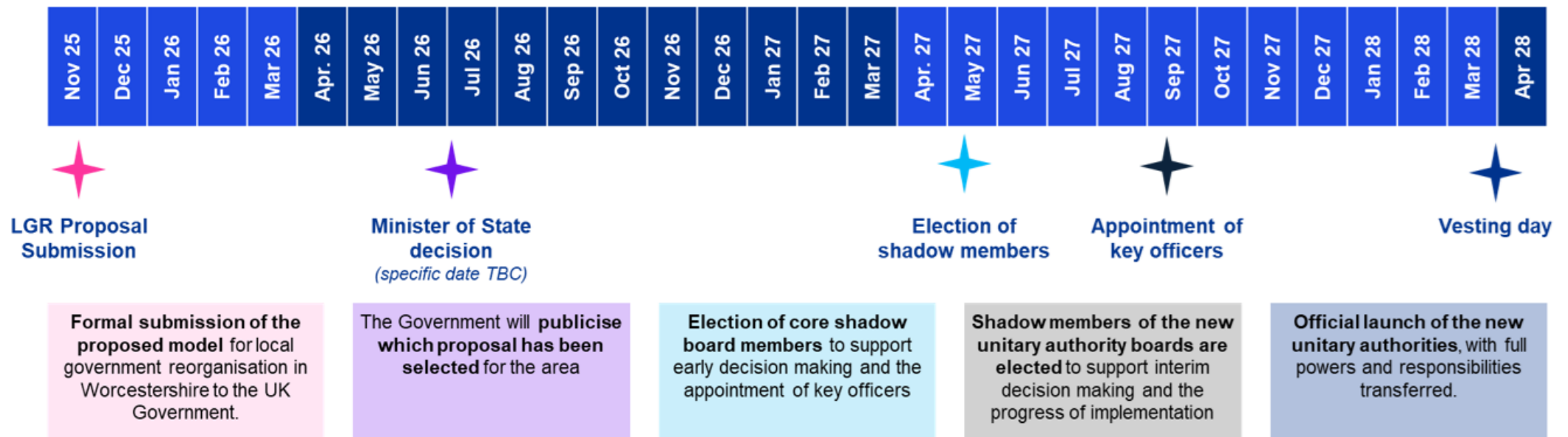
Query impact of devolution on this project – guarantees of future ownership and maintenance?

Will maintenance include repair of the Severn Way footpath?

Will dogs be allowed on this site?

What wildlife 'link up' is planned with the Grimley gravel pit ponds and lakes? Green corridor creation?

Appendix 4 Devolution likely timeline for information



Above Devolution timeline provided by DCILr, courtesy of MHDC.