

# DRAFT Minutes of the monthly meeting of Grimley Parish Council

**Monday 4<sup>th</sup> September 2023, 7.30pm**  
**St Bartholomew's Church, Grimley**

**Present:** Parish Cllrs A Collett (Chair), RB Woodhouse (Deputy Chair), P Ayers, J Izamis, G Moore, G Probert, A Sinclair, S Wilson.  
**Attending:** Parish Clerk Lisa Stevens, 1 member of public (member of church council).  
**Apologies:** Nil.

**Meeting commenced at 7.31pm**

80/23	<b>Election of Chair and Deputy Chair of the Parish Council</b>
a.	To note that a <b>casual vacancy</b> has arisen in the Office of Councillor for Grimley Parish Council following the resignation on 18th August 2023 of Chair Allan J Bretherton. If by Tuesday 19 September a request for an election to fill said vacancy is made in writing to the Returning Officer at the address below by TEN electors for the said Parish, an election will be held to fill the said vacancy, otherwise the vacancy will be filled by co-option. If an election is called, it will take place not later than 22/11/2023. Returning Officer: Andy Baldwin, Council House, Avenue Road, Malvern, WR14 3AF. The Clerk notes that the resignation of a Cllr who is Chair results in separate processes for these two separate matters. <i>Duly noted. Councillors thanked Mr Bretherton for his time with the parish council.</i>
b.	Duly noted that Cllr Collett as current Deputy Chair is acting as Interim Chair.
c.	<b>Election of Chair</b> <ul style="list-style-type: none"><li>i. Nominations &amp; vote by show of hands. AC nominated by AS. Vote: 1 abstention. Carried. Councillor Collett invited to take the Chair and welcomed by all.</li><li>ii. Signature on Declaration of Acceptance of Office. Duly signed.</li></ul>
d.	<b>Election of Deputy Chair</b> <ul style="list-style-type: none"><li>i. Nominations &amp; vote by show of hands. RBW nominated by AC. Vote: 1 abstention. Carried. Councillor Woodhouse welcomed by all.</li><li>i. Signature on Declaration of Acceptance of Office. Duly signed.</li></ul>
e.	To note that current parish council standing orders do not address the scenario of the resignation of a Cllr who is Chair and that therefore the above process has been prescribed and supported by Worcestershire County Association of Local Councils. The Clerk notes that Standing Orders and the Cllr Code of Conduct are in the process of being reviewed and that this matter can be addressed as part of that.

81/23 **Welcome and information** provided at the beginning of each council meeting.  
**Points of order, apologies for absence and declarations of interest**

Councillors thanked the church council for accommodating this meeting in the church. Councillors considered any adjustments required to encourage or allow public participation. Nb. Nil adjustments required. Nil declarations made.

**Public Open Forum.** Please refer to 'information provided at beginning of meeting' for further guidance.  
Nil questions.

82/23	<p><b>Infrastructure, services, highway matters, drainage and flooding</b>  - Updates &amp; formulate Motions not requiring written notice. Highways (roads/pavements) &amp; byways (bridleways/footpaths).</p>	
a.	<p>Councillors to note extent of parish council ownership of Sinton Green village green (<i>duly noted with intro from Clerk</i>) and at resident request to discuss purpose and maintenance of existing features (<i>duly conducted with intro from Chair and as per verbal information passed to resident, primarily relating to drainage</i>).</p>	
b.	<p><b>Update on July 2023 item - BP exploratory quotation for Sinton Green (and Monkwood Green) ditch clearance as part of previously approved timetable (roughly a five-year routine).</b></p> <ul style="list-style-type: none"> <li>- Most ditches at MWGreen have been tended to within the previous two years. BP quotation for outstanding ditches from Woodlands to Green Farm will be received shortly.</li> <li>- Ditches at Sinton Green village green are now due for clearance. Contractor for Sinton village green has declined to quote due to high visibility of the area and difficulty of sectioning off areas and maintaining access to homes whilst undertaking the work.</li> </ul> <p><b>i. Motion: Sinton village green ditches</b> - clearance of: Cllr Collett to approach PL /Pencroft for a quote. <b>Agreed</b> without formal vote.</p> <p><b>ii. Motion: Monkwood Green ditches</b> - clearance of outstanding was approved: Cllr Wilson to chase quotation. Budget threshold £3000 excluding VAT. Prps: AS. Scnd: GP. Duly <b>carried</b>.</p> <p><b>iii. Motion:</b> Cllr Probert to chase current progress on mowing and removal of arisings from ditches at Monkwood Green. <b>Approved</b>.</p>	<p>Cllr Collett</p> <p>Cllr Wilson</p> <p>Cllr Probert</p>
c.	<p><b>To further plan inspection of Sinton Green pond and dredging of this flood control sump.</b></p> <p>Reeds require removal from the pond – last conducted in 2018. Previous cost £1440 for clearance and £440 for disposal of vegetation waste.</p> <p><b>i. Motion</b> for dredging and vegetation clearance with budget as above, allowing for inflation. Cllr Collett to approach PL/Pencroft. Prps: AS. Scnd: GP. Duly <b>carried</b>.</p>	<p>Cllr Collett</p>
d.	<p><b>To receive resident correspondence and request for signage on parish council owned land to remind residents of the presence of flood management ditches and other features.</b></p> <p><b>i. Motion debated</b> - additional signage to be appended to existing signs prohibiting vehicles on the green/common and/or for additional signage to be installed on other features as debated at this meeting (Noticeboard, bins, bench, pond rescue buoy, bus shelters for eg).</p> <p><b>ii. Motion for vote Sinton Green:</b> 4 signs 'BEWARE roadside ditches' on existing poles on the village green. Clerk to check wording with insurers and to check location permissions/material permissions with Highways. Prps: GM. Scnd: JI. Duly <b>carried</b>.</p> <p><b>iii. Motion for vote Monkwood Green:</b> 3 signs 'BEWARE roadside ditches' on existing poles on the Common in addition to the existing sign. Clerk to check wording with insurers and to check location permissions/material permissions with Highways. Prps: AC. Scnd: JI. Duly <b>carried</b>.</p> <p><b>iv. Motion</b> for budget and delegated powers to Clerk as required and response to resident. Duly <b>approved</b> within motions above.</p>	<p>Clerk</p> <p>Clerk</p>

<p>82/23 Cont d.</p> <p>e.</p>	<p><b>v.</b> <i>Note post meeting: Highways have confirmed that non-reflective signs must be used in order to reduce distraction for drivers and suggested that uneven surfaces could also be highlighted. Clerk has acted accordingly.</i></p> <p><b>vi.</b> Risk assessments in relation to Monkwood Green and Sinton Green (last reviewed in 2022 and adopted in May 2023) to be reviewed by Clerk and Cllr Izamis.</p> <p><b>vii.</b> Option for two additional bollards (verge markers) as requested by residents was declined.</p> <p><b>viii.</b> White paint on stone kerb markers to be renewed at both Sinton and Monkwood on parish council land.</p> <p><b>Memorial benches and trees (WCC grant and resident cost covered). Located at St Bartholomew's Churchyard and Grimley lower triangle.</b></p> <p><b>i. Motion debated</b> - Resident request for hard wood pressure treated benches to be stained a darker colour more appropriate to the surroundings and to have iron feet caps fitted to prevent rot.</p> <p><b>ii.</b> Councillors noted that the bench material (pressure treated hardwood) does not require staining. Maintenance on adjacent garden wall will require temporary removal of bench (next few months) – at that time the bench will have metal caps fitted to the feet. <b>Agreed.</b> Cllr Woodhouse is liaising with all parties concerned.</p>	<p>Clerk</p> <p>Clerk Cllr Izamis</p> <p>Clerk Cllr Ayers</p> <p>Cllr Woodhouse</p>
<p>83/23</p>	<p><b>Administration, legal and finance</b></p>	
<p>a.</p> <p>b.</p>	<p>General correspondence for administration, legal and finance and <b>Motion</b> for response as required. <i>Nil correspondence received.</i></p> <p>Inspection and consideration of the By-Laws for Sinton Green village green and Monkwood Green Common and SSSI as part of 5 year plan.</p> <p><b>i. Motion</b> for a committee with delegated powers to be formed to further examine this matter if required. Councillors agreed that at this time only one member need read through and report back to parish council in due course. A committee can be formed if the level of likely amendments is numerous. Councillor Izamis to undertake. Prps: AC. Scnd: JI. Duly carried. Clerk to contact MHDC asking for advice on procedure and for examples of other parish councils conducting such amendments.</p>	<p>Cllr Izamis Clerk</p>
<p>84/23</p>	<p><b>Planning</b> – to consider, comment and resolve to respond to the following applications</p>	
<p>ai.</p>	<p><b>Standing Item:</b> To consider and arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda. <i>Including.</i></p> <ul style="list-style-type: none"> <li>- <b>Birchall Green Solar facility appeal if forthcoming.</b></li> <li>- <b>Solar farm preliminary screening application in Hallow parish.</b></li> </ul> <p><a href="https://plan.malvern hills.gov.uk/Planning/Display/M/23/00707/SCR">https://plan.malvern hills.gov.uk/Planning/Display/M/23/00707/SCR</a></p> <p>Original application number: 21/01846/FUL. PLANNING INSPECTORATE REF:- APP/J1860/W/23/3325112. Original description of proposal: Development of a solar facility with ancillary infrastructure, security fence, access, landscaping and continued agriculture, to generate power to feed into the local distribution network. An Appeal has been received by MHDC following their decision to refuse the original application to build a solar facility at Birchall Green on the grounds of virtue of the scale and visual prominence [impacting on landscape, character and beauty]. This appeal will be determined via a public hearing in November.</p>	

84/23 cont  a.ii.	Continued  Appellant: Tyler Hill Solar Limited (previously referred to as BRL Solar UK Limited) (Agent was Third Revolution Projects and is now Pegasus). <b>Motion:</b> Clerk to approach CT and CB for advice and request their involvement. All Councillors to read through appellant latest documents. Councillor Woodhouse noted the budget and consultants used for the Grimley Pits Appeal and Councillors agreed that a similar level of input and finance would be appropriate for this latest appeal, most likely per consultant. Prps: AC. Scnd: SW. Duly <b>approved</b> . <i>Note post meeting: information requested by Cllr Woodhouse:</i> - RCA Regeneration Planning Consultants 15/000016/CM initial opinion and statement of case: £1980.00 excluding VAT - RCA Regeneration Planning Consultants 15/000016/CM Quarry Appeal Report 1: £600.00 excluding VAT. - RCA Regeneration Planning Consultants 15/000016/CM Quarry Appeal Report 2: £600.00 excluding VAT.	Clerk All Cllrs
85/23	<b>Staffing Committee</b>	
	Councillors requested that in matters requiring urgent attention, the Clerk is to phone and text and email, with suitable deadlines.	
86/23	<b>Correspondence, dates for diary, items for future agenda and AOB</b>	
	nil	
87/23	<b>Dates of next scheduled meeting.</b> Peace Hall booked. The press and public are cordially invited to attend these meetings and should note Standing Orders in advance please.  - Monday 25th September, 7.30pm - Monday 23rd October, 7.30pm - Monday 27th November, 7.30pm	