

DRAFT Minutes of the monthly meeting of Grimley Parish Council

Monday 17th July 2023, 7.30pm
Peace Hall, Sinton Green

Present: Parish Cllrs A Bretherton (Chair), P Ayers,
Cllr J Izamis, G Moore, G Probert, S Wilson.
Attending: Parish Clerk Lisa Stevens, DCllr Dean Clarke,
M Perry (Head Resources Worcestershire Wildlife Trust WWT),
J Granger (Green Farm Engagement Officer WWT),
D Cragg (Western Reserves Officer WWT). 1 member of public.
Apologies: A Collett (Deputy Chair), A Sinclair, RB Woodhouse.

Meeting commenced at 7.34pm

69/23

Welcome and information provided at the beginning of each 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.

Points of order, apologies for absence and declarations of interest.

Apologies noted as above.

Cllr BR Woodhouse - New Inn Sinton Green

Declaration received by the Clerk from Cllr Woodhouse prior to meeting in relation to close family building works on the New Inn Sinton Green. Cllrs considered and agreed with Cllr Woodhouse's acknowledgement that he ought not vote on matters discussed relating to that property. **Action:** Clerk to enter on register.

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

Including project update from Worcestershire Wildlife Trust

Also, invite to Monkwood Community Event, Wed 16th August, 6:30pm until 8:30pm

- Presentation on current plans for fields at Green Farm that are now in Trust ownership.
- Some areas are quite species poor due in part to the focus on sheep and cattle grazing previously and not through mismanagement. Remedy will be to reintroduce woodland pasture to the landscape, by planting trees of a Worcestershire heritage variety. Wild Goose will assist with planting.
- Year 1 of 2 – Care/remedial/rearrange/install access, footpaths, fencing, livestock traps, water pipes and resurface wood car park.
- Year 2 of 2 – start planting trees.
- Funded part of project is for 2 years. Landscape part of project will cover 200 years!
- 3750 trees to be planted, including Lime and Cherry. Fruit trees mature in few decades.
- JG role is to engage people with nature. **Action** - Clerk to provide details of Enviro Change Climate group.
- Trust are not looking for PC funding. Shared option of equipment is something that can be looked at in the future with regard to grazing. Trust logs pattern of antisocial behaviour occurring in Wood. No plans as yet to lock car park overnight. Height restriction barriers possible.
- PC thanked the Trust for attending and briefing Cllrs and look forward to working with the Trust.

Public open forum continued.

Question in public open forum in relation to S106 that might be received in relation to building on the Wagon Wheel site. **Action** - DCllr to find out more and report back to the parish council.

70/23	<p>Minutes of previous meetings – Motion to approve previous minutes.</p> <p>a. 15th May 2023 Annual Meeting of Grimley Parish Council as amended. Prps: SW. Scnd: GM. Duly approved.</p> <p>b. 12th June 2023 monthly meeting of Grimley Parish Council. Prps: PA. Scnd: SW. Duly approved.</p>
71/23	<p>To receive the report of the County Councillor – Scott Richardson Brown – CClr was <i>not present at meeting</i>.</p> <p>a. Action SRB – chase potential for allotments on county council land – <i>outstanding action</i>. Parish Councillors noted concerns received from Hallow Parish Council in respect of ‘weakening’ (Clerk’s term) the settlement boundary and Hallow neighbourhood plan. Cllr Woodhouse had previously indicated that a formal request to Smaller Charities might be appropriate once the current lease to Birdwatchers has expired in approx. two years time. Residents have not chased the issue recently.</p> <p>b. Action SRB – follow up enforcement at Lynden Bungalow – <i>completed in the interim</i>. Highways have inspected Pencroft works and begun enforcement for keeping roads clear of mud. Additional signage installed</p> <p>c. Action SRB – resident request for donation felling of 3 trees in churchyard – Unlikely to qualify for divisional funding. Action - Clerk to check criteria.</p> <p>d. Action SRB - Reinvigorate project for ‘shared space’ signs Camp Lane, Grimley.</p> <p>e. Parish Councillors noted an update on the Church Farm Grimley village flood control works and also noted that concerns from residents that these planned works would not address the pooling water in the road directly adjacent to Church Farm boundary wall had been passed to the County Cllr. Thanks to resident famer for cooperation and interest. Clerk has arranged for gullies to be jetted in the meantime.</p>
72/23	<p>To receive the report of the District Councillor – Dean Clarke</p> <p>a. Parish Cllr concern welfare relating to Camp Lane caravans and lack of amenities – not further action by PC or DCllr. The Brewery and residents are known by DCllr to in all probability not require any intervention.</p> <p>b. Update on various planning and/or enforcement matters at Walton Lane, Monkwood Green and Grimley village. In some instances, properties might be protected via curtilage from neighbouring residence. Diversion for lost river bank at Camp Inn. Matter was discussed but no decision or action as publicans have not expressed any opinion to the parish council and the status quo appears to be working well to councillor’s knowledge.</p> <p>c. Action DCllr to resend monthly list of grants for PCs to apply for. Motion: Action Cllr Wilson to examine for options for funding for MWGreen. Prps: SW. Scnd: AB. Duly carried. Cllr Sinclair might be able to assist with his experience in this area.</p>

73/23	<p>Infrastructure, services, highway matters, drainage and flooding - Updates & formulate Motions not requiring written notice. Highways (roads/pavements) & byways (bridleways/footpaths).</p>	
a.	Public rights of way and footpaths reported issues: 1) Blocked right of way at Moseley – WCC and MHDC inspecting. 2) Lost footpath in front of Camp Inn and need to redraw official route. 3) Broken finger post Riverdale. <i>Duly noted.</i>	
b.	Dark Lane request for passing places to be reinstated has been turned down by WCC. <i>Duly noted.</i>	
c.	Potholes: 1) Camp lane opp Retreat farm reported and Highways have confirmed they will repair. 2) Centre of road pothole adjacent to Old Vicarage/top triangle Grimley reported. 3) Dark lane vergeside potholes missed during recent surface dressing (no remedial action to be undertaken by WCC who have inspected). <i>Duly noted.</i>	
d.	Missing Smartwater sign Worlds End reported to police and replacement being arranged. <i>Duly noted.</i>	Clerk
e.	In response to resident concerns, WCC have confirmed that parked cars outside Sinton Court are not enforceable as no parking restrictions in that area. <i>Duly noted.</i>	
f.	Cllr Woodhouse update on efforts to obtain exploratory quotation (no PC decision made as yet) on overgrown hedges and pathways: top triangle and along A443 as far as the layby. WCC have confirmed that they will not intervene or assist in this matter.	Cllr Woodhouse
g.	<p>Vehicle activated speed signs (VAS) for Moseley (stinky) corner and Sinton Green (route from Worlds End towards Birchall Green, alongside bus shelter section). <i>Update on quotations – moved to next agenda.</i> Cllrs liked the Hallow example of a smiley/sad face design but also noted that another design would be required for stinky corner (dangerous bend etc). Cllrs noted that VAS are generally required to be moved regularly to avoid reduction of their effectiveness and that in all probability unless volunteers can be found, it would be for the councillors to do this. Charging of the VAS batter would have to happen at a councillor’s home.</p> <p>Action – Clerk to approach Highways to ask for viable locations for VAS poles and quotation, as parish council’s now have to pay for these to be purchased and installed – experience suggests approx. £150 per pole. (Previously Highways paid for this).</p>	Clerk
74/23	<p>Planning – to consider, comment and resolve to respond to the following applications</p>	
a.	<p>Solar farm preliminary screening application in Hallow parish. https://plan.malvern hills.gov.uk/Planning/Display/M/23/00707/SCR Resident JM to attend Hallow PC meeting at his own suggestion.</p>	
b.	<p>Birchall Green Solar farm appeal MHDC notes: “A few weeks ago MHDC received notification from the applicant that they were appealing the decision. We await further information whether this is a hearing or inquiry, and a start date to be announced. PINS have yet to confirm”.</p>	
c.	<p>Enforcement Ref: M/ENF/23/0149. Bumbles/Lynden Nothing that MHDC can reasonably enforce. WCC acting in relation to mud on road. No further action by parish council.</p>	
d.	<p>M/23/00504/FUL - Land At (Os 8023 5997) Monkwood Green – decision notice has been received - Planning refused.</p>	

75/23	Commons and Village Greens. Updates and formulate Motions not requiring written notice.	
a. i. ii. iii. iv. v. vi. vii. viii.	<p><u>Monkwood Green</u></p> <ul style="list-style-type: none"> - Mowing – urgent intervention may be required. (Plus annual decision for fire break). Cllr Prosser to approach contractor to negotiate on existing terms. Prps: GP. Scnd: AB. Duly carried. No fire break required (weather). - Moth survey results and thanks to residents for hosting. - Tree survey publication CB dedicated to DS. To formal receive quotation 100 copies A5 at £378 (no VAT as a book) plus insert folders. Decision as to recipients. It was noted that only 1/3 residents MWGreen have expressed any interest. Motion: To accept quotation as above, and, Clerk, Cllr Ayers and Cllr Wilson to come up with list of those to receive a free copy as a thank you for voluntary work and to proceed on that basis. Other may purchase copy at £3.50 or download a free copy in 6 months time. (CB can assist with this) Clerk to provide to DCllr, MHDC (tourism), WCC and Hive. Prps: AB. Scnd: PA. Duly carried. Cllrs noted their thanks to CB for all his work on this matter. - To note that Bill Prosser has been approached for exploratory quotation ditch clearance from Green Farm to The Woodlands in anticipation of next phase of the existing management plan. <i>Noted. Await quotation.</i> - Update in relation to Worcestershire Wildlife Trust for Green Farm nature reserve new water supply including: <ul style="list-style-type: none"> • Application for a new water supply with Severn Trent – WWT organise and pay. Underway already. • SSSI consent to Natural England for the necessary work across the common – GPC to request as owners of the SSSI. WWT have offered to fill out the SSSI consent form. • A legal easement between WWT and GPC for the section of new pipeline that crosses the common. WWT would prepare the paperwork & solicitor - Reserves Team Leader, Rob Allen would organise. <p><i>Cllr Collett not present to provide an update – move to next agenda.</i></p> <ul style="list-style-type: none"> - Project update – purchase of 2 x strimming equipment (5year management plan). Clerk confirmed that these had been added to the asset register and are covered by PC insurance and should be required to be covered by household insurance of contractors as a failsafe. - Ragwort on the Common. Residents have already arranged removal per NE instructs. Clerk had not received any correspondence on this matter. - Dog mess near the phone box Monkwood Green. DCllr to investigate provision of more signs. 	<p>Cllr Prosser</p> <p>Clerk</p> <p>Cllr Ayers</p> <p>Cllr Wilson</p> <p>Cllr Wilson</p> <p>Cllr Collett</p> <p>Clerk</p> <p>DCllr Clarke</p>
75/23 b.i	<p><u>Sinton Green</u></p> <ul style="list-style-type: none"> - New Inn works, concern from residents regarding nesting birds and excavated ditch. <p>Cllrs unanimously noted with pleasure that this property will continue to be used for the well-being and social interest of the local community. It was noted, upon consultation with the District Councillor, noted that some resident concerns in relation to ditches and hedges were being</p>	

75/23 b.i cont	dealt with promptly by the family direct (nb. hedges are being replanted and bollards are being installed), that the matter had been brought to the attention of district planners, and also that the matter would not likely be considered of a nature to warrant any form of enforcement (household hedges are not in general a planning matter, unlike field boundary hedges which are more enforceable as a general rule) and major works would be covered under existing building regulations. Light scrutiny by the Clerk and the Chair had noted that existing planning applications appear valid for the works currently undertaken and that this information had been passed verbally to residents. Clerk to write to Highways and note to them that the ditch has been cleared in order that they might consider if further signage is required. Prps: AB. Scnd JI.	Clerk
ii.	- Bus shelter condition and plan for tidy up. Action Clerk to tidy and claim overtime. Prps: AB. Scnd: JI. Duly carried.	
iii.	- To note that B.P has been approached with regard to exploratory quotation for ditch clearance for the village green as part of previously approved timetable (roughly a five year routine). <i>Noted, await quotation.</i> Cllr Woodhouse had previously noted that upon inspection in June the ditches appear to still be functional and that the pipe connecting under the road to the sump pond also appears to be functioning correctly.	Clerk Cllr Wilson
iv.	- To plan inspection of pond and next dredging of this flood control sump. Cllr Bretherton to ask P.L. for his advice and requirements as adjacent resident.	Cllr Brethert on
v.	- Lengthsman assisted with visibility splay clearance on the Monkwood to Sinton Road in response to recent near miss. <i>Noted with thanks.</i>	
76/23	Reports from other Projects and Representatives - updates and formulate Motions not requiring written notice.	
a.	Climate crisis working party REACT. – Clerk to pass to WWT.	Clerk
b.	Memorial benches and trees (WCC grant/resident cost covered). To be located at churchyard and Grimley lower triangle. Cllrs confirmed design, material and order to be place with Castle Farm Designs Ltd at the June meeting but no formal vote took place. This was rectified at this July meeting. Motion for proceeding Prps: AB. Scnd SW. Duly approved . Material is pressure treated and does not need staining – nb the same as the material spec for Sinton. Bench for DS will be placed just outside churchyard boundary on Harper land, so no parochial easement is now required. Motion: Letter of thanks to SC for permitting bench on private verge and send copy of parish council insurance policy for their records. No formal vote on this but Cllrs were in general agreement of this and Clerk will proceed. SC had verbally approved the agreed bench design over the design used at Sinton. Reminder that the DCllr Kindly offered to contribute towards cost of plaques. Cllr Bretherton to order. Risk assessment has been completed for lower triangle seat with the only risks in that location being the same as experienced by other services (telephone box, defib and post box). Yellow lines are now in place and being enforced to prevent parking that might cause reduced visibility for pedestrians. Risk relating to overhead cables has been avoided by plans to place bench on other side of phone booth.	Cllr Wood- house Clerk Clerk DCllr

c.	Memorial bench (funded by relative). To be located at Monkwood Green main pond. Project still progressing. Spec as above. Waiting for the Common to be mowed.	Cllr Woodhouse Cllr Wilson
d.	Repair of existing memorial bench at Peace Hall. Update not available	Cllr Collett
e.	Report from Peace Hall including Cllr liaison with Peace Hall ref Hall noticeboard. Update not available	Cllr Woodhouse
77/23	Finance and Administration - To discuss updates and formulate Motions not requiring written notice	
a.	To consider and motion to approve the payment of outstanding accounts. Appendix 1. Prps: AB. Scnd: SW. Duly approved.	Clerk
b.	To approve payment of urgent accounts, as per emergency Clerk procedures (Delegation to Clerk policy). Prps: AB. Scnd: SW. Duly approved.	
c.	To receive and motion to accept latest Bank Reconciliation 2023. Prps: GM. Scnd: PA. Duly approved.	
d.	To note no PC meeting in August and confirmation of delegation to clerk policy which permits reasonable payment of invoices during that period.	
e.	Motion to adopt the updated county-wide Code of Conduct , adopted in draft May 2023 and now reviewed by the Clerk and recommended as suitable and appropriate. Prps: JI. Scnd: GM Duly approved.	Clerk
f.	Church warden (BevT not BrnT) request that the Parish Council please release the £215 held by the Parish Council to enable the damaged gate in the Churchyard to be repaired. Prps: AB. Scnd GM. Duly approved for release of funds.	Clerk
78/23	Correspondence, dates for diary, items for future agenda and AOB	
	<ul style="list-style-type: none"> - Councillor training dates. - Raceway entrance Dark lane – District Cllr opinion was that this matter is not enforceable. No further action. - To note residents have cared for the verge behind pond MWGreen as usual with thanks. <p>Items to add back to agenda when update available or time permitting:</p> <ul style="list-style-type: none"> - Direct debit Monkwood Green trough meter readings. - Dispensations guide – draft to be adopted Sept 2023. - Cllr suggestion for quarterly zoom meetings with neighbouring parish councils. Discussed and agreed that this would involve the Chairs only. Action: Cllr Bretherton. - Development and community strategy new website <p>AOB - urgent clearance of visibility splay at Monkwood Green required. Lengthsman to be asked but he has annual leave planned so may need to ask for volunteers. Action Clerk and Cllr Wilson if nec.</p>	<p>All Cllrs</p> <p>Cllr Bretherton</p> <p>Clerk (Cllr Wilson)</p>
79/23	Dates of next scheduled meeting. Peace Hall booked. The press and public are cordially invited to attend these meetings and should note Standing Orders in advance please. <ul style="list-style-type: none"> - No meeting in August. - Monday 25th September, 7.30pm -Clerk has booked the church for this meeting - Monday 23rd October, 7.30pm - Monday 27th November, 7.30pm 	

Appendices

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

- Payment 26 - St Bartholomew's Room Hire annual payment (**£50.**)
- Payment 27 - P. Moore Internal Audit fee (**£5**).
- Payment 28 - Lengthsman invoice (**£208.80**).
- Payment 29 - Mowing Sinton Green (**£85.00**).
- Payment 30 (& 34) Monthly Clerk expenses for printing and stationery. (**£41.32**) plus home working allowance of **£15.** per month - £10 electric, £5 phone)
- Payment 31 - Cllr training fee to WCALC (**£30** per person). Including chairmanship training.
- Payment 32 - **£0.00.** Monkwood Green Trough Water bill (£35 in credit).
- Payment 33 - Strimmer reimbursement to J.Izamis :- **£616.01** (VAT 102.67)
- Payment 35 - Tree survey publication. (Print monster) (**£378 plus VAT**)
- Payment 36 - Clerk pension contribution (**£23.06** plus clerk contribution).
- Payment 37 - Monthly clerk wage (**£553.42.**).
- Payment 38 - Information Commissioners annual data protection fee (**£40**)

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

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