



Grimley Parish Council

Annual Parish Meeting of Residents

**Monday 23rd March 2026, 7.30pm,
Peace Hall, Sinton Green**

Present (# indicates absent with apologies, ## indicate absent without apologies):

Parish Councillors: Adam Collett (Chair), Robin Woodhouse (Deputy). Pam Ayers, Matt Boyle, Georgie Moore, Geoff Probert #, Simon Russell #, Andy Sinclair.

Parish Clerk, Proper Officer & Responsible Financial Officer Lisa Stevens.

District Councillor for Malvern Hills Dean Clarke.

County Councillor for Worcestershire Mel Fordington #.

Residents: 0.

Visitors to Parish: 1

Meeting commenced at 7.32pm. The agenda had been placed on Facebook, website and noticeboards.

01/26 Welcome and information provided at the beginning of each meeting

- a) **Points of order** (nil). No residents were present to nominate a Resident Chair
- b) **Adjustments to facilitate public participation** (nil).
- c) **Declarations of interest**
- d) **Apologies/reasons** for absence from Cllrs as listed above. No resolution.

02/26 Open Forum – nil.

03/26 Public consultation – Managing activities on parish council owned land

- a) This policy can be accessed on the parish council website via the qr code or via <https://grimley-pc.gov.uk/publications> then navigate to ‘community policies’.
- b) The Clerk was instructed to place an advert in the next parish magazine and also to place an advert on Facebook. Prps: Pa. Scnd: AS.

04/26 Devolution

1. **What is Devolution?** Devolution is the process of transferring certain powers, funding, and decision-making from central government to local authorities. The aim is to give local leaders more control over issues like transport, housing, skills, and economic development, so decisions can be made closer to the communities they affect.

2. **What’s Happening in Worcestershire?** Worcestershire councils are exploring a new governance arrangement under the Government’s *English Devolution Framework*. Current proposals will form 1 or 2 Unitary Authorities as part of wider local government reorganisation.

3. Potential Benefits for Residents

- More local control over transport planning, housing development, and regeneration projects.
- Targeted investment in skills, apprenticeships, and job creation.
- Improved public services through streamlined decision-making and reduced duplication.

4. What Happens Next?

- Proposals are being reviewed by the Government before any changes are implemented.
- If approved, new arrangements could be phased in over the next few years.

5. How Residents Can Get Involved

- Attend local consultation events or council meetings.
- Submit feedback via district and county council online surveys.
- Stay informed through council newsletters and official updates.

Close of Annual Parish Meeting of Residents and opening of Parish Council monthly meeting.

Meeting of Grimley Parish Council
Monday 23rd March 2026, 8pm, Peace Hall, Sinton Green

- 29/26 a) **Minutes of a previous meeting 26th January 2026.** Resolved.
 Motion to approve. Prps: SR. Scnd: GP. Duly approved.
- b) **Minutes of the previous meeting 23rd February 2026.** Resolved, to approve with 1 correction. Motion to approve. Prps: SR. Scnd: GP. Duly approved.

30/26 To receive the report of the County Councillor – Mel Fordington.

- The report received by email was read out. Appendix 4. The Clerk is to continue to liaise and pass on issues after reporting them to Highways in order to obtain a ref. number. The Clerk was **instructed** to pass reports of speeding and racing along by Monk Wood to the PCSO. Cllr Woodhouse and Cllr Boyle to collate and report potholes to Highways.

31/26 To receive the report of the District Councillor – Dean Clarke

- Update on matters relating to Worcestershire Parkway new builds.
- SWDPr is being signed off and will be revised within 3 years.
- MHDC Grants window will open asap for applications up to tens of thousands possible.

32/26 Planning and Consultations

- 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.
- One application had been received (Moseley Old Bakery) but insufficient time had been available to distribute to Cllrs. The Clerk was **instructed** to send round and Cllrs to decide if an extension is required to enable consideration in public.
- b) **Consultation: Government’s consultation on local government reorganisation in Worcestershire.**
- **Resolved. Motion** to support and respond in favour of Transforming Worcestershire. Prps: AS. Scnd: GM. Duly **approved**.
- c) **Consultation: Worcestershire Waste Local Plan: Early baselining and engagement consultation. Resolved. Motion** to respond to the Waste Needs Assessment (WNA) which identifies how much waste is produced in Worcestershire, what type of waste it is, and how it is managed. The Clerk was **instructed** to draft a response that raises concerns about flytipping and resources set aside to tackle it and send round to Cllrs for comment. Prps: PA. Scnd: GM. Duly **approved**.
- d) **Consultation: Police Force Merger Consultation.** Cllrs will consider detailed plans once they are released in due course.
- e) **Planning appeals.** The Parish Council has become aware that planning appeal rules are due to change and will await further information.

33/26 Commons and Village Greens

i. Monkwood Green

- a) **Monkwood Green Common Inspection Report. Resolved. Motion** to approve and adopt recommendations by C.B. Prps: AS. Scnd: AC. Duly **approved**.
- b) **Monkwood Green draft 5 year plan 2026 – 2030. Resolved. Motion** to approve and adopt the amended version of the five year plan. Prps: AS. Scnd: AC. Duly **approved**.

ii. Sinton Green

- a) **Tree works progress felling Copper Beech T195 oppose Holly Cottage.** Cllr Woodhouse to double check with contractor that it is understood which tree is to be felled.
- b) **Bus shelter repairs.** Works now complete. Cllrs expressed satisfaction. **Resolved. Motion** to use CIL monies to pay for this project. Prps: MB. Scnd: Pa. Duly **approved**. (Note: £744.55 minus £475 bus shelter repairs. Amount remaining in CIL Reserves £269.55).

34/26 Infrastructure, services, highway matters, drainage and flooding

- a) To inspect and consider the **Parish Projects and Enforcement List (Confidential)**. Items generally noted, as awaiting progress by Highways and other third parties. The Clerk is arranging a site visit with the CClr asap.
- b) **School Parking** – The Clerk was **instructed** to pass reports to the PCSO as part of the Q2 Police Contract and to raise the matter with the CClr again.
- c) **Traffic accident Camp Lane** 10/03/26 – no further information was available. No further action.

35/26 Reports from other Projects and Representatives

- a) **Grimley Peace Hall**, Sinton Green. The new hall committee are preparing to apply for the MHDC grant as mentioned above. New members have been welcomed from outside the parish.
- b) **Lengthsman**. The Clerk was **instructed** to ask SS for a timetable of when he plans to be in the parish.

36/26 Finance, Policies and Administration

- a) To review payments made within the past month and to consider and Motion to approve the payment of outstanding accounts, including monthly standing orders. Appendix 1. **Resolved. Motion** to approve. Prps. AS. Scnd: AC. Duly **approved**.
- b) To consider and approve payment of urgent accounts if any (Delegation to Clerk policy). Nil.
- c) To receive and motion to accept latest Bank Reconciliation. **Resolved. Motion** to approve. Prps.PA. Scnd: RW. Duly **approved**.
- d) To received and motion to accept the Q4 report. **Resolved. Motion** to approve. Prps: AC. Scnd: RW. Duly **approved**.
- e) Clerk timesheet for inspection. **Resolved. Motion** to approve. Prps. GM. Scnd: PA. Duly **approved**.
- f) Clerk's correspondence list for information. Appendix 2. Duly **noted**.
- g) Inspection of parish council Annual Calendar and actions outstanding. Duly **noted**.
- h) **Motion to approve Assertion 10 in readiness for audit**. A mandatory declaration for parish and town councils focusing on digital and data compliance, ensuring proper governance of IT, data protection, and website accessibility
 - ✓ 1 - Email Management .gov.email and council owned domain.
 - ✓ 2 - Website Compliance. Website complies with Accessibility Regulations 2018 and documents are published in line with the Freedom of Information Act 2000 and the Transparency Code for smaller authorities.
 - ✓ 3 - Data Protection. Councils must comply with UK GDPR and the Data Protection Act 2018, acting as both Data Controllers and Data Processors.
- i) ✓ 4 - IT Policy. PC must have an IT policy outlining safe and secure use of IT equipment and software.
Resolved. Motion to approve. Prps: Gm. Scnd: AS. Duly **approved**.

37/26 Correspondence, Dates for Diary, Items for Future Agenda – nil.

38/26 Date of next meeting

- a) **Monday 27th April 2026** 7.30pm, Annual Meeting of the Parish Council, Grimley Peace Hall, Sinton Green. The press and public are cordially invited to attend these meetings and should note Standing Orders in advance please.

Contact the parish clerk if you would like to receive agendas or minutes by email.
 Parish Clerk & RFO: Mrs Lisa Stevens, 9 The Limes, Kempsey, WR5 3LG.
 Tel: 01905 820956 / 07950256363 Email: parishclerk@grimley-pc.gov.uk <https://grimley-pc.gov.uk>

Notes to minutes – Terms

- Once approved, the Motion/decision is called a “resolution”
- Resolved – Where a decision is made about a Motion.
- Duly Approved – Motions where a formal vote took place, accepting the Motion.
- Duly Accepted/Agreed – Motions where no formal vote took place but the action/recommendation within the Motion or debate is to proceed. Usually for non-financial matters or for items already agreed as part of an existing budget.
- Declined – Motion where a formal vote took place, with the Motion rejected.
- Duly Noted – Information not requiring a vote.
- Abstentions or votes against a Motion will be noted but the minutes will NOT always show individual names, unless Councillors have declared an interest and the transparency of that interest must be maintained.

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

Please take a moment read the council’s privacy notice (on our website), which explains how we use and look after your information and your rights. This document is available via the website above, searching ‘G’ for Grimley and then selecting ‘publications’.

Appendix 1 & 2 Payments to be made this month and already made in the previous month under the Delegation Policy and Financial Regs.

118	CPRE	Donation planning services (approved at Feb meeting)	100.00
125	Mr S Skeys	Lengthsman February worksheet.	346.75
126	Water Plus	Trough Monkwood Green. Bill received 23/03. Needs paying before end of financial year please. Vat £4.79	28.76
127	Cllr Woodhouse reimbursement payment to “jc-carpentry-solutions”	Works to bus shelter roof-renewal. Costing as agreed £475. Work completed on the 28/02/2026. Rubbish disposed of	475.00
128	Mrs L Stevens	Monthly Expenses March 2026 including home working	39.25
129	Nest Pensions	March payment for March wage.	48.21
130	HMRC Shipley	EmployER Gross National Insurance Contributions	64.53
131	Mrs L Stevens	Monthly wage for Feb paid in March.	redacted
132	HMRC	Annual end of year submission for any payrise back dated pay received. Nb must be separate to monthly wage declaration. Must be done before the 17th of the month. Submission made. No additional Employee tax submissions or payments required.	0.00
133	Bank Service charge	Taken out of bank account direct	4.25
134	Mr S Skeys	Lengthsman March worksheet.	495.4

Appendix 3 - 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.
	Parish Magazine monthly submission
	National Grid Electricity Distribution’s Stakeholder Workshops
	Kings garden party
	SWDP submission and acceptance by inspector.
	Bank account business account request
	Vacancy Elections MHDC
	Planning decision notices

Appendix 4 – Summary of report from the County Councillor Mel Fordington

Council Tax Increase – Impact from April 2026*

Worcestershire County Council has approved an 8.98% increase in its portion of council tax for the 2026/27 financial year, effective from April. The hike adds roughly £145 annually to a typical Band D property.

Higher bills demand better, more efficient services. The extra funding should protect essentials like adult and children's social care, highways maintenance, and community support. I will continue pushing for transparency and value for every pound spent in our division.

****Highways Issues and Updates****

Please raise any highways concerns (potholes, drainage, signage, etc.) at this meeting or directly with me/Worcestershire County Council. Forward me any reference numbers from reports so I can monitor progress and chase updates. I will keep a close eye on them.

****Speeding and Traffic Monitoring****

Speeding remains a key concern across the division. Let's keep monitoring via VAS (Vehicle Activated Signs) cameras—continue collecting data on speeds and volumes. This evidence strengthens cases for enforcement. I will work with Police and Highways teams to ensure regular patrols and action where needed. Your input and any new data are vital—please share observations.

****Ongoing Engagement****

I maintain regular contact with the Parish Clerk and Chair to address issues promptly. This positive, collaborative approach is working well. Let us build on it to deliver real improvements for residents. Together, we can get things done.

Mel Fordington