

Minutes of the monthly meeting of Grimley Parish Council

Monday 23rd October 2023, 7.30pm
Peace Hall, Sinton Green

Present: Parish Cllrs A Collett (Chair), RB Woodhouse (Deputy Chair), P Ayers, G Moore, S Wilson.
Attending: CCllr Scott Richardson Brown, DCllr Dean Clarke.
Parish Clerk Lisa Stevens, 3 parishioners.
Apologies: Parish Cllrs J.Izamis, G.Probert, A.Sinclair. 2 apologies from public.
1 Vacancy for parish councillor available for immediate co-option subject to application and criteria.

Meeting commenced at 7.32pm

97/23 **Welcome and information** provided at the beginning of each council meeting.

- **Points of order** (nil),
- **Adjustments to facilitate public participation** (nil requested),
- **Apologies for absence** (all duly **accepted** as being valid or unavoidable),
- **Declarations of interest** (nil new),
(previous declarations all remain in place and do not need to be stated again).
Clerk has given advice to Cllrs for whom agenda items may have relevance to declarations.
- Agenda to be reorganised to permit input from County Councillors on arrival.

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

Residents requested and were granted permission to speak later in the meeting during section on damage to Sinton Green village green.

98/23 **Minutes of previous meetings** – Motion to approve previous minutes.
This item previously not included on published agenda in error.
a. 23rd September 2023 extraordinary meeting. Prps: PA. Scnd: GM. Duly **carried**.

99/23 **To receive the report of the District Councillor – Dean Clarke.**
(Items raised for decision will appear on the agenda for the next meeting)

- **SWDP** Inspectors have been appointed and approx. timetable is for the SWDP to be validated in November.
- **Planning application** updates, including applications that impact on or have close proximity to village boundaries - discussion on the advice of MHDC officers for planning balance when coming to a decision. Parish Councillors noted concern that once village boundaries are disregarded, then their purpose becomes unclear and precedents set for future applications to disregard them.
- **Bonfires and enforcement matters** in Monkwood Green. Residents are assisting. No current enforcement on site though MHDC officers have been in attendance recently. **Action:** Clerk to alert Regulatory Services as to multiple concerns (use of the site and bonfires) and to provide all information available to DCllr. Later also discussed with CCllr.
- Update on forthcoming charity coffee and cake mornings.

To receive the report of the County Councillor – Scott Richardson Brown

(Items raised for decision will appear on the agenda for the next meeting)

1. Overgrown hedge on Grimley approach road. Dangerous for passersby and school bus. Parish Council had received an exploratory quotation for £1250 from NDenley and note that this is an affordable amount for Worcs County Council (WCC) to deal with, contrary to previous WCC judgements on the matter.

Action: Site visit with Cllr Woodhouse to be arranged.

Action: Clerk to pass on all details of correspondence to date. WCC can arrange for the hedge to be cut and recover costs from the owners.

2. Flooding – In reference to highways there cannot be an expectation that water will clear immediately from road surfaces. Cllrs and residents are requested to check that drains are actually blocked before reporting them. Ditches may be the responsibility of the adjacent land owners, or the South Worcestershire Land Drainage Partnership or Highways.

Action: Site visit with Cllr Woodhouse to be arranged for:

- i. Sinton Green (road from Oakall to Sinton public house) – roadside ditch is not functioning and remains empty whilst road is flooded.
- ii. Dark Lane (from pump house to stream near Greenlands and Brookside, including water erosion of recently laid tarmac.
- iii. Walton Lane (from pump house to Sandpit Cottage).

If residents have a problem with flooding, please contact the most appropriate organisation to deal with the issue:

Blocked highway drains and gullies/Blocked Road Culverts/Water Off the Highway – Contact Worcestershire County Council: <https://www.worcestershire.gov.uk/council-services/travel-and-highways/tell-us-about-road-highway-or-travel-route-issue>

Main Rivers – Contact Environment Agency <https://www.gov.uk/report-an-environmental-incident> EA incident hotline: 0800 80 70 60 (24-hour).

Public Sewers – Contact Severn Trent Water Limited: <https://www.stwater.co.uk/>

Ordinary Watercourses (watercourses that are not Main River) – Contact Ian White, South Worcestershire Land Drainage Partnership on ian.white@wychavon.gov.uk

Information about flood warnings and river levels can be found by calling the Environment Agency Flood line on 0345 988 1188

3. Speeding – important to look at actual speed rather than perceived speed. Cllrs requested option for funding towards a vehicle activated warning sign at the Moseley Bank/Holywards Farm corner. (Location of existing pole: [///cook.variances.jetliner](http://cook.variances.jetliner)).

Action: Clerk to email details to CCllr and request match funding.

4. Allotments – Parish Councillors thankful for offer from Smaller charities and will pursue once existing charity contracts come to an end in approx. 3 years.

Action: CCllr to chase county council options for land for allotments.

5. Shared space signs for Camp Lane.

Action: Cllr to pursue 1 x sign to be affixed to the national speed limit sign just south of The Fields ([///reform.blank.open](http://reform.blank.open)).

101/23	Planning - to consider, comment and resolve to respond to the following applications.	
a.	<p>Birchall Green Farm, Sinton Green, WR2 6NT. Original application number: 21/01846/FUL. Planning Inspectorate Ref:- APP/J1860/W/23/3325112.</p> <ul style="list-style-type: none"> i. Confirmation of representation receipt. 06/10/2023 16:58. Duly noted. ii. JM and Cllr Collett liaising to arrange a public meeting for encouraging the public to attend the 1st day of the appeal hearing – other such hearings have not gone on for the full three days. Suggestion to combine with a coffee and fund raiser event to encourage numbers from nearby parishes. iii. Any additional pertinent information can be submitted to the .Gov planning inspector site asap, as it is preferable for the inspector to receive no surprises on the days of the hearing. Action: Clerk to submit 'Solar Development Effects on Ecology' information. iv. Action: Clerk to request zoom meeting with CT Wednesday 8th 6.30pm. <p>b. Land at Fitcher Brook, Green Street, Hallow, WR2 6PX, Third Revolution Projects, Tyler Hill Solar Limited - solar facility preliminary screening.</p> <ul style="list-style-type: none"> i. Parish Councillors attended the consultation event, the parish council itself was not formally invited. ii. Action: Clerk was requested by Cllrs to submit to the Birchall Green Farm planning inspector that the Fitcher Brook details are only just becoming apparent and that both applications are closely linked and that the parish council may be forced to bring new information to the hearing in that respect. iii. Action: Clerk to set up a zoom meeting with Carly Tinkler 08/11 6.30pm. <p>c. M/23/01374/FUL Land At (Os 8023 5997) Monkwood Green, Hallow - Erection of dwelling</p> <ul style="list-style-type: none"> i. Detailed discussion, including DCllr advice in relation to SWDP, debate on the hamlet existing residential boundary and impacts on the SSSI. ii. Motion: Cllrs agreed on the following response: "The Parish Council has very carefully considered this application, giving fresh thought to all that the applicant has stated, but believes that the previous grounds for refusal stand.....Clerk to insert previous reasoning (i. SWDP ii. Impact on SSSI), including reference to the Natural Environment and Rural Communities Act 2006 under which the parish council has a duty to conserve biodiversity. In the question as to whether the proposed development will result in 'benefits to or preservation of' the existing wildlife on the neighbouring SSSI, parish councillors do not receive sufficient information within this application to answer and so cannot support this proposal" Prps: AC. Scnd: GM. Approved. 	
102/23	Commons and Village Greens - Updates and Motions not requiring written notice.	
a.	<p>Motion to reorganise agenda to allow residents to speak regarding damage to Sinton Green village green. Duly carried.</p> <p>Sinton Green village green</p> <p>The Open Ditch, formerly the New Inn. Present: Publican WW and two additional residents. Standing orders suspended. Cllr Woodhouse left the room as per his existing declaration in relation to the Open Ditch pub</p> <p>1) Correspondence from residents, including i) customer parking on the roads (obstructing visibility and hazard to other road users) and on the village green (breach of byelaws see appendix), causing tyre damage to the green itself; ii) Referral/mediation in respect of reports of noise/disruption/light pollution to neighbouring properties. Clerk instructed to respond in due course once matters have been clarified.</p>	Parish Clerk

<p>102/23 a. cont</p>	<p>2) Residents spoke of damage to the green, inconsiderate driving and parking on the green and reference photos that they had provided the Parish Council. Residents congratulated the pub on recent success and noted that their concerns are for the state of the village green only.</p> <p>3) Chair Adam Collett introduction: Pub has been a roaring success and the parish council needs to support new businesses but the parish council also needs to stop the damage to the village green. Parish Council and resident expectations are that the owners of the pub have a responsibility to ensure that patrons leave in a respectful manner in a built-up area. How do we work together to resolve the issue?</p> <p><i>Issues covered:</i></p> <p>a) Parking opportunities at the pub – 8 spaces currently approx.</p> <p>i. Publican agreed to explore possibility of additional spaces being created through reorganisation or use of area at rear of pub.</p> <p>b) Ditch maintenance.</p> <p>i. The Parish Council is in the process of maintaining the ditches on the village green as part of the existing five year rolling plan and will explore options for getting the ditches expanded to cover the entire main triangle parameter.</p> <p>ii. Cllrs noted that expanding the ditches will not prevent parking on verges.</p> <p>iii. Cllrs noted that the primary purpose of ditches on the green was to control water flow and historically never had been for controlling public/vehicular access.</p> <p>c) Ownership and responsibility for ditches (areas not village green).</p> <p>i. The parish council is responsible only for those ditches that directly bound the green and associated triangles and not any other roadside verges and ditches.</p> <p>ii. Residents are encouraged to check their own property deeds and boundaries and associated riparian responsibilities.</p> <p>iii. The parish council can assist with reporting problems with water flow (see item above on flooding) but cannot contribute towards sections not under its ownership.</p> <p>iv. Visibility splays are covered under the Lengthsman scheme and are permitted under the parish council scheme of works.</p> <p>d) Place names and designations. Objection to Cllr’s informal use of locational and historical local place names.</p> <p>e) Hedges and vegetation</p> <p>i. Nature of the vegetation that previously existed in front of the Open Ditch pub. Objection to Chair and Clerk’s use of the term ‘hedge’.</p> <p>f) Bollards.</p> <p>i. Discussion on the option for bollards to be placed on the smaller triangle and round the village green in order to prevent parking on the green and verges.</p> <p>ii. Cllrs noted the need to approach WCC to obtain permission for significant changes to the highway in this respect.</p> <p>iii. Cllrs to consult with residents on the options for bollards, as they represent a significant change to the look and feel of the village green.</p> <p>iv. Offer by publican to place bollards and planters on the smaller triangle in front of the pub. Cllrs noted that this might represent an additional hazard to vehicles - some of the recent damage caused to the smaller triangle was caused by a reversing tractor. No motion proposed.</p>	<p>WW</p> <p>Parish Council</p> <p>Parish Council</p> <p>Parish Council</p>
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<p>102/23 a3. cont</p>	<p>g) Additional interventions by the pub.</p> <ul style="list-style-type: none"> i. Discussion on what assistance staff can give in advising patrons on where to park and how to act responsibly when leaving the premises. Staff will not be asked to intervene out of respect for their own safety and well-being. ii. Signs displayed in the pub advise patrons to park respectfully. <p>h) Enforcement of bylaws.</p> <ul style="list-style-type: none"> i. Enforcement requires a regular presence and a commitment to consistently handing out leaflets and warning notices. It was generally agreed that this is not feasible at this time, with no motion being proposed. <p>i) Additional signage.</p> <ul style="list-style-type: none"> i. Cllrs noted the existing amount of signage already displayed around the green, including three signs prohibiting parking on the green. ii. It was generally agreed that placing more signs would not enhance the look and feel of the area and would not influence behaviour. No motion was proposed. <p>j) Clarification on ownership of the Peace Hall.</p> <ul style="list-style-type: none"> i. WW to explore parking options with the hall committee, not part of the parish council. <p>k) Event parking on the village green.</p> <ul style="list-style-type: none"> i. Cllrs noted is parking is generally only permitted in summer time when the weather is dry. As an example, the fete is a regular, one off event each year, on the understanding that parking would be withdrawn if the event is wet the day before. Cllrs did not foresee the ground being sufficiently dry for event parking on the village green in October and November. ii. WW offer to re-seed and re-turf after pub organised events but Cllrs considered that residents should not be asked to put up with the unsightly marks and repair works in light of the clear level of resident attention to how the village green looks and in light of complaints about the damage that has already occurred. iii. The Clerk advised Cllrs that a parking policy should be put in place to set out the criteria for allowing parking to be permitted. <p>l) Bonfire parking.</p> <ul style="list-style-type: none"> i. Discussion for option of marshals controlling parking at the forthcoming bonfire event. <p>m) Parish Council procedure.</p> <ul style="list-style-type: none"> i. Discussion as to who had received the agenda for the meeting and who should automatically receive an invite. 	<p>WW</p> <p>Parish Council</p> <p>WW</p>
<p>a. cont</p>	<p>4) <i>Standing orders reinstated. All residents had left the meeting at this point of their own accord. Parish Councillors continued to debate afterwards. Cllr Woodhouse left the meeting at this point after being advised that Cllrs wished to continue to discuss the matter in hand.</i></p> <ul style="list-style-type: none"> i. Clerk instructed to contact WCC and ask for clarification as to riparian ditch responsibilities and ownership. ii. Clerk instructed to approach insurers to ask for a view on liability of parish council ref bollards on smallest triangle. iii. Clerk to risk assess bollard options. <p>Parish Council continued quorate at four councillors from this point.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

<p>102/23 a. cont</p>	<p>Sinton Green village green continued</p> <p>5) Exploratory quotation for ditch clearance for the village green as part of previously approved timetable (roughly a five year routine).</p> <p>P.L of Sinton Green proposes splitting the quotation into two separate projects. 1st) The pond at Sinton Green, to be dredged in summer 2024. 2nd) Existing ditches to excavate to be conducted now (ie late Autumn/Winter 2023) with arisings to be levelled by the pond on a temporary basis. These spoils will then be removed in summer 2024 while the pond is being excavated. This represents a saving in terms of the cost of removing soil from site. Cllrs felt that this was a better option than piling the soil up behind the ditches, which may limit use of the site for eg. the classic car events. Total cost of both projects combined: £3500 plus VAT. Motion to accept this quotation: Prps: PA. Scnd: AC. Duly carried. Cllr Collett to liaise with P.L. Cllrs agreed that this project should not be extended to include new ditches, as the purpose of existing ditches is purely for water control and a better understanding of ditch direction of flow and pipe locations is required before commissioning new ditches and potentially affecting local water patterns.</p> <p>6) Inspection of pond and next dredging of this flood control sump. As above.</p> <p>7) Tree survey for specimens on Sinton Green village green. Cllrs noted that the fruit trees on site may be nearing the end of their lives and require inspection to ensure continuation of site safety for residents using the green. A wider tree survey of all specimens on the village green is also required as part of the regular routine of maintenance and also fulfils the requirement for local councils including parish councils to consider and conserve biodiversity. (Natural Environment and Rural Communities Act 2006). The Clerk had obtained from J.B of Sinton Green a quotation for a tree survey costing between £300 and £500 plus VAT, depending on what issues start arising during the inspection. All trees would be given a number plate for insurance purposes. Motion: To accept this quotation. Prps: GM. Scnd: SW. Duly carried. Clerk to liaise with J.B.</p>	<p>Cllr Collett</p> <p>Clerk</p>
<p>102/23 b.</p> <p>i.</p> <p>ii.</p> <p>iii.</p> <p>iv.</p>	<p>Monkwood Green Common and SSSI</p> <p>Quotation for ditch clearance Green Farm to The Woodlands. - Cllr Wilson still pursuing.</p> <p>Worcestershire Wildlife Trust, Green Farm nature reserve water supply. WWT has advised that all documentation is with their legal team and a final version will be with the parish council asap.</p> <p>Project update – purchase of 2 x strimming blades. Cllr Izamis is chasing.</p> <p>Christmas tree plans. Monkwood Green residents have applied for a grant of £50 towards the Christmas tree. Prps: GM. Scnd: AC. Duly carried. Resident groups in other parts of the parish may still apply. DCllr to advise residents in Sinton Green.</p>	<p>Cllr Wilson</p> <p>Cllr Izamis</p> <p>Clerk DCllr</p>

102/23 bv.	Option for a knee rail to protect ditch and headwall opposite Moorlands. Clerk to seek quotation and then Cllrs to look at this again in Spring 2024. Ditch in that section is deep but is noted to passers via bollard with reflectors.	Cllr
vi.	AOB – Cllr Wilson permission to negotiate for R.P. of MWGreen to trim section in front of Moorlands in order to control nettles and sprouting willow. Motion Prps: GM. Scnd: AC. Duly carried .	Cllr Wilson
103/23	Reports from Projects - Updates and formulate Motions not requiring written notice.	
a.	Lengthsman – consideration and Motion to adopt 2024 contract amendments, including i) increase payment of mileage to 0.45p per mile ii) refresh of risk assessment. iii) Additional/clarified quarterly tasks, including resident feedback. <u>Item moved to next meeting due to time restrictions.</u>	Clerk
b.	Memorial benches and trees – project summary and closure. Project completed with thanks to all. D.Stanley bench has been temporarily removed to allow the combine harvester to manoeuvre.	
c.	Repair of existing memorial bench at Peace Hall. <u>Item moved to next meeting due to time restrictions</u>	Cllr Collett
d.	Peace Hall noticeboard update. Cllr Woodhouse had previously reported to the Clerk that this project is sorted, with thanks to volunteers and contributors.	
e.	Peace Hall general update. New Booking Clerk will be in office shortly.	
f.	Police – new PCSO Abigail Partridge. Clerk has made contact.	
g.	Memorial tree plaques update. <u>Item moved to next meeting due to time restrictions</u>	Cllr Probert
104/23	Finance and Administration - Updates and Motions not requiring written notice.	
a.	To consider and motion to approve the payment of outstanding accounts. Prps: AC. Scnd: SW. Approved. Invoices inspected & signed.	Clerk
b.	To consider and retrospectively approve payment of urgent accounts, as per emergency Clerk procedures (Delegation to Clerk policy). Prps: SW. Scnd: GM. Duly approved.	Clerk
c.	To receive and motion to accept latest Bank Reconciliation 2023. Prps: SW. Scnd: PA. Approved.	Clerk
d.	To receive updated risk assessments and to consider scoring justification system. <u>Item moved to next meeting due to time restrictions</u>	Clerk
e.	To receive and accept updated parish council Code of Conduct and Standing Orders. <u>Item moved to next meeting due to time restrictions</u>	Clerk
f.	Bank signatories. <u>Item moved to next meeting due to time restrictions</u>	Clerk
g.	PAT testing PC equipment in home office. Clerk permitted to organise. Prps: AC. Scnd. SW.	Clerk

104/23 h.	Replacement laptop for parish clerk. Cllr Collett proposed to explore options with budget of £700 excluding VAT. Cllrs noted recent experience in zoom meeting where laptop was not up to standard. Laptop purchased in December 2012. Cllrs noted that old laptops represent a security risk and approved purchase asap. Motion Prps: Sw. Scnd: GM. Duly approved .	Cllr Collett & Clerk
105/23	Correspondence, dates for diary, items for future agenda and AOB	
a.	Cllr Woodhouse has ordered and collected replacement bollards for the ditch headwalls at Sinton Green x 4 and 1 x for Monkwood Green, as part of regular risk and health and safety review. Clerk yet to collect and arrange reimbursement.	Clerk
b.	Flooding Grimley village (near church farm). County Council have inspected site and noted that drains in area historically flood. Clerk has requested additional rodding and checking by Highways.	
c.	Monkwood car park closure 28th October - 6th November. Duly noted. Info placed on Facebook.	
d.	Tree warden WCC scheme. Advert gone in parish magazine asking for volunteers to approach county hall for more info. Duly noted. Clerk notes that this action can be included in the requirement for the parish council to consider biodiversity in all actions and projects.	
e.	Footpaths officer scheme – WCC clarifying situation asap. Volunteers in question have made contact and are very happy to wait and continue to be involved.	Clerk
f.	OS map provision to parish footpath walking group in absence of footpaths officer. Duly approved subject to reasonable cost. Estimated no more than £20. Clerk to organise. Prps: AC. Scnd: GM.	Clerk
g.	Check for salt levels in grit bins parish wide. Cllrs have conducted checks and damaged salt bin on Walton Lane/Dark Lane junction has been reported to Highways.	
106/23	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. Monday 27th November, 7.30pm, with a view to moving to 20th Nov if residents require a meeting in advance of Solar Planning Appeal Hearing.	Clerk

Appendix 1 – Payments to be approved 23rd October 2023.

12/09/2023	48	Simon Skeys	Lengthsman worksheet August.	182.70	n/a
12/09/2023	49	Simon Skeys	Mowing August 2023	85.00	n/a
12/09/2023	50	Lisa Stevens	Zoom meeting membership ref Birchall Green solar	15.59	n/a
11/09/2023	51	Lisa Stevens	Stinky Inks cartridges	158.79	26.46 VAT
11/09/2023	52	Lisa Stevens	Arnold Baker legal update	163	32.60 VAT
25/09/2023	53	Mrs Lisa Stevens	Monthly Expenses Sept 2023. Mileage, postage and homeworking	45.88	n/a

Appendix 1 – Payments to be approved 23rd October 2023. Continued

28/09/23	54	Nest Pensions	Sept payment for Sept wage. Clerk contribution £23.06 per month.	40.35	n/a
25/09/2023	55	Mrs Lisa Stevens	Sept payment for Aug wage 2023.	553.42	n/a
Awaiting invoice	56	Grimley Peace Hall Foundation	Annual hire of hall for parish council meetings	350.00	n/a
21/09/2023	57	Signomatic	Health and safety signs for Sinton and Monkwood Green.	481.51	80.25
21/09/2023	58	Malvern Hills District Council	Election expenses May 2023	50.00	n/a
02/10/2023	59	Grimley Peace Hall Foundation	Correcting invoicing error in 2022. Outstanding payment for hall hire for defib training in Dec 2022.	36.00	0.00
17/10/2023	60	Mrs Lisa Stevens	Monthly Expenses Oct 2023. Including mileage, home working, postage and OS map of parish to replace copy provided to Cllr.	46.31	1.75
18/10/2023	61	Mrs Lisa Stevens	Zoom meeting membership ref Birchall green solar	15.59	n/a
End of Oct.	62	Betts Ecology	Expert Witness, for planning	3176.16	529.36
Awaiting invoice	63	Carly Tinkler	Solar appeal statement of case		
Awaiting invoice	n/a	Community Heartbeat Trust Ltd	Annual care package for Grimley village defib		
18/10/2023	64	Mr Simon Skeys	Lengthsman worksheet September.	173.60	0.00
18/10/2023	65	Mr Simon Skeys	Mowing invoice September	85.00	n/a
	66	Mrs Lisa Stevens	Overtime ref solar appeal. Time sheet to follow to Cllrs.	408.34	PAYE deduct
Approx 28/10/2023	67	Nest Pensions	Oct payment for Oct wage.	40.35	n/a
End of Oct.	68	Mrs Lisa Stevens	Monthly wage Sept 2023	553.42	n/a
Awaiting approval	69	R.J Poole	Mowing MWGreen common Summer 2023 Invoice number 42.	2000.40	333.40 VAT



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