



Minutes of the Monthly Meeting of Grimley Parish Council

**Monday 13th July 2026, 7.30pm,
at the Grimley Peace Hall, Sinton Green**

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

Parish Councillors. Kate Auty. Pam Ayers. Matt Boyle #. Adam Collett. Georgie Moore. Geoff Probert #. Simon Russell #. Andy Sinclair. Robin Woodhouse.

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

District Councillor for Malvern Hills Dean Clarke #.

County Councillor for Worcestershire Mel Fordington #.

Residents: 0

Meeting commenced at 7.30pm. The agenda had been placed on the website and noticeboards. In the absence of Chair Simon Russell, the meeting was Chaired by Deputy Robin Woodhouse.

76/26 Welcome and information

- a) **Points of order** (nil). Any residents present are invited to refer to the notes on their seat for information.
- b) **Adjustments to facilitate public participation** (nil).
- c) **Declarations of interest** (nil new).
- d) **Apologies**/reasons for absence from Cllrs as listed above. Apologies were received and accepted and will be added to the parish council register.

77/26 Minutes of the previous meeting

- a) **Resolved. Motion** to consider and approve. **8th June 2026** Prps: AS. Scnd: GM. Duly **approved**.

Resolved Motion to suspend Standing Orders. Recorded votes are never taken for this Motion unless an objection is indicated by a Cllr. Items raised for decision will be added to the next agenda.

78/26 Open Forum. Nil residents present.

79/26 To receive the report of the County Councillor – Mel Fordington

- a) Cllrs noted the written report received in Appendix 3.

80/26 To receive the report of the District Councillor – Dean Clarke. Nil.

Resolved Motion to reinstate Standing Orders.

81/26 Planning and Consultations.

- a) Standing Item: To consider and arrange an extra ordinary parish council meeting for planning applications received after the date of publication of this agenda. Nil.
- b) To note that **Nine Local Authorities have been stripped of their power to deal with major planning applications**. The government has announced that nine local authorities have been stripped of their power to deal with major planning applications due to (in the government's opinion) slow and poor-quality planning decision making in dealing with major planning applications. *These are: Epping Forest District Council in Essex; Dacorum Borough Council in Hertfordshire; Hertsmere Borough Council in Hertfordshire; Rossendale Borough Council in Lancashire; Cherwell District Council in Oxfordshire; Staffordshire Moorlands District Council in Staffordshire; South Tyneside Council in Tyne and Wear; Malvern Hills District Council in Worcestershire; and Wychavon District Council in Worcestershire.* Applicants can now choose to apply to the government's Planning Portal instead. Parish Councillors raised concerns about the erosion of local democratic control and also about the ongoing ability of District Councils to determine applications in accordance with the South Worcestershire Development Plan. **Action:** Clarification to be sought of the District Councillor at the next meeting.

82/26 Commons and Village Greens.

- a) **“Managing Activities on Parish Council Owned Land”**. Consultation closed 30th June 2026 with no concerns raised by residents.
- Resolved. Motion** to adopt the above policy with no amendments. Prps: AC. Scnd: PA. Duly **approved**.
 - Resolved. Motion** to draft a ‘Memorials Policy’. Prps: AC. Scnd: PA. The Clerk was **instructed** to proceed, with attention to: extending the planning proviso to include Highways and associated licences; clarification that the parish council will not inherit future maintenance liability/cost and; setting a time restriction so that items may be removed after 25 yrs or before if voted at full parish council by Cllrs to be in poor state of repair.
 - Resolved.** Motion that the memorial bench at Grimley Lower Triangle (by the phone box), as an existing asset of the Parish Council, and upon the departure of the family from the parish without instruction, become a shared memorial location for future memorials. Prps: AC. Scnd: PA. Duly **approved**. Applications may therefore in future be made by residents in this respect to this bench facility and the Memorials Policy applied.
- b) **Grimley top and bottom triangles.** Resident request to plant flowers and bedding plants on both triangles has been passed to Highways.
- Resolved. Motion** for the Parish Council to hold the planting permission licence on behalf of the residents, as the main point of contact. Prps: AS. Scnd: KA. Duly **approved**. The licence was duly signed by the Deputy Chair and counter signed by a second Cllr.
 - Councillors commended the fact that residents have raised over £1000 to fund this project as an example of exemplary community spirit.
 - The Clerk was **instructed** to note to the Lengthsman that he is not required to be responsible for ongoing watering or maintenance – this responsibility remaining with the residents at all times.

Images below. Planting proposals submitted by the residents:

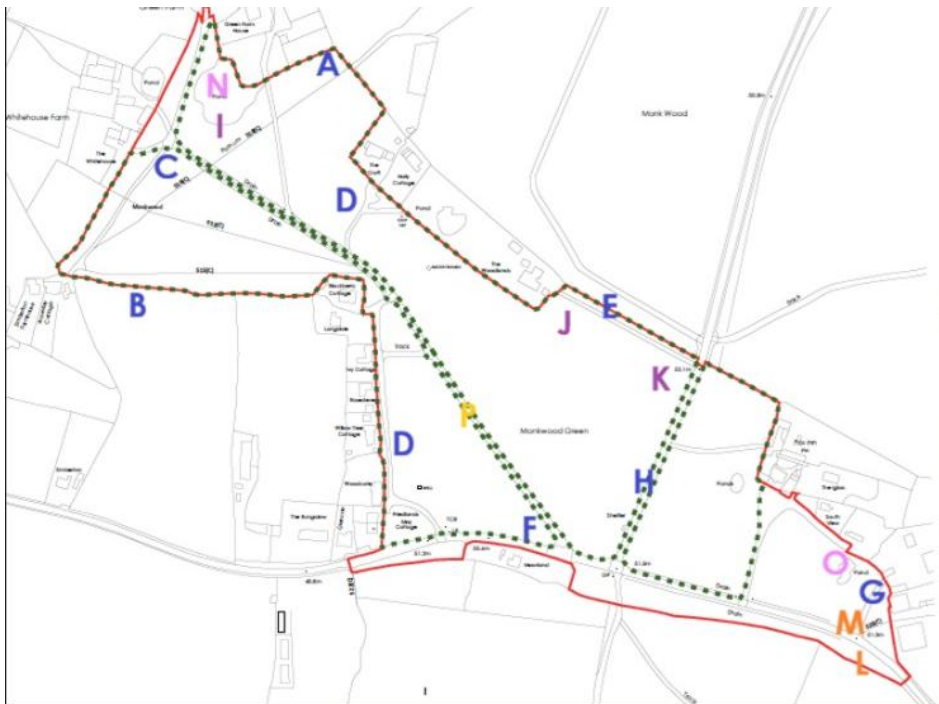


c) Monkwood Green

- Mowing contract. Resolved. Motion** to receive and accept quotation from R.P for same price as previous year. Prps: PA. Scnd: AC. Duly **approved**.
- Mowing timetable. Resolved. Motion** to acknowledge resident concerns about fire risks to grassland and to provide permission to the contractor/s to proceed with mowing and strimming asap. Prps: AC. Scnd: PA. Duly **approved**.
- Petty Whin. Resolved. Motion** to strim and rake the Petty Whin section of Green off earlier this year due to the very dry weather, start date 8th August 2026 or before if possible. Prps: PA. Scnd: AC. Duly **approved**.
- ~~Option and~~ **Motion** to provide a fire break Blackberry Cottage to May Cottage via Strimming Contractor £250. ~~Motion~~ for start date asap (if applicable) and before Petty Whin strimming. Motion no longer applicable due to item ii above.
- Monthly water bills** for the stopcock in vicinity of Green Farm. Clerk has emailed Water2Business to apply for an online account in order to view bills and submit readings. Duly noted. Cllr Collett to continue to forward emailed invoices from Water2Business for the time being.

82/26 Commons and Village Greens continued
c) Monkwood Green continued

- vi. **Large Willow Tree adjacent the main pond South of the Fox Public House (O on map).**
 - **Response from BT Openreach** ref the heavy duty cables running through the tree and request for them to attend to the pollarding – they will conduct a site inspection in due course.
 - **Response from UK Power Networks** – they have requested a video of the site and issues – Cllrs Ayers has assisted and this to be provided to them by the Clerk.
 - **Wester Power.** The Clerk was also **instructed** to contact Western Power, as Cllrs noted that Western Power has a history of dealing with issues such as this without charging the landowner.
- vii. **Ditch clearance as per 5 year plan (A to N on map) and (B on map)**
 - Clearance of ditches from the main pond towards Green Farm. Cllr Collett to approach MJ in this respect with regard to their experience on site.
 - Clearance of ditches from Blackberry Cottage to Simberton Farmhouse. Cllr Collett has approached BP in this respect with regard to their experience on site and a general agreement is being reached.



d) Sinton Green

- i. ~~Quotation from SS ref ditch clearance. Confidential Appendix 4. Motion for decision on next steps.~~ This Motion was rejected as being contrary to environmental law and best practice. Proposal for rejection of Motion Prps AC. Scnd: PA. Duly agreed. Cllr Woodhouse was **instructed** to contact SS and explain. Cllrs acknowledged and conceded that future contracts for maintenance of the Village Green may reflect the deeper ditches and the increase maintenance time of strimming and manual weed removal.
- ii. **Resolved. Motion** for removal of one birch tree by the bus stop and the one birch tree by the pond – both of which have died. Prps: RW. Scnd: AC. Duly **approved**.
 Quote 1 JB to remove both £600 including VAT.
 Quote 2 BB to remove both £500 including VAT.
Resolved. Motion to accept quote 2. Prps: AS. Scnd: KA. Duly **approved**. Cllr Woodhouse was **requested** to contact BB to instruct and agree a timescale.
- iii. Potential replacement trees on the Village Green – 3 have been lost this since early 2025. Debate **deferred** to future agenda and to be included in future budget scenarios.

83/26 Infrastructure, services, highway matters, drainage and flooding

a. **Noticeboards.** Lock at Sinton Green left hand side is jammed. Cllr Woodhouse to inspect.

b. Resident correspondence ref **lorries and camper vans parking** on the verge opposite Grimley Top Triangle. Cllrs **agreed** to monitor for the present.



c. Parish Projects and Enforcement List. To note updates.

- i. **Worlds End water in road** – Land Drainage were due to inspect and write to residents May 2026. Clerk awaiting update.
- ii. **Dark Lane water in road** – Roadworks were scheduled by Highways for 22 June 2026 but did not take place.
- iii. **Oakhall Green water in road / pond** – Highways has sent a repeat letter (June) to landowner ref riparian duties. Cllrs noted that the field has been sold to family members and therefore Highways correspondence will need to be adjusted.
- iv. **Moseley corner water in road** – Land Drainage Partnership were due to contact residents May 2026 and to inspect site further up the hill. Work on this to resume in Autumn as the current dry spell makes investigation impossible. Nb no water in road currently.
- v. **Worlds End sewage in fields** - Severn Trent have carried out pipe cctv to check for breaks. Reference: COM-418862-B8T8Q4. Clerk awaiting update and has chased. *(Note post meeting – Severn Trent have declined any further action, as all infrastructure has been assessed to be sound and the issues are not proven to be reoccurring).* Residents have been kept informed. Project ended.
- vi. **Dark Lane bollards** - request for replacement bollards to protect verge Reference #105036 Clerk has sent formal request to County Cllr for support. Highways have approved in principle.
- vii. **School parking** –Clerk has asked County Cllr for an update on #11214 ref exploration of White H bars to prevent parking outside Bourne House. To also note that parents have been observed parking in the field adjacent to Church Farm without permission of the land-owner. *(Note post meeting – Highways have declined to install H-bars on the basis that parking matters are temporary and can be anticipated).* The Clerk was instructed to email the school to remind them to advertise the free school bus. *(Note post meeting – it was established that the bus is only free to those that have applied each year by the deadline).*
- viii. **Mudwalls collapsed road** – Update received from Highways: #108587 “Elm Hill Road. This site has been sent to one of our engineers to assess. Once assessed and if deemed necessary a works order will be set up to repair. We will continue to monitor through our routine inspection regime.”
- ix. **Kerb Grimley Bus Stop** – County Council do not have the budget to reinstate kerb stones. Divisional funds have paid for the verge to be reinstated and seeded. Cones are out temporarily until the grass has grown. Project ended.
- x. **Noise complaint** - alarms Ball Mill Top. Worcs Reg Services are involved. No further action required by PC.
- xi. **Blocked pipe under road adjacent to Open Ditch Pub** – Highways have carried out pipe CCTV inspection. Clerk awaiting update and has re-requested removal of the brick: #116525. Clerk continues to chase Housing association ref blocked pipe under bridge at entrance to The Houses, Sinton Green.

83/26 Infrastructure, services, highway matters, drainage and flooding continued

c. Parish projects and enforcements continued

- xii. **Rights of Way at St Bartholomew's Church** – Clerk has reported broken/missing gates to Highways: 604 gate leaning against wall: #116529. Also 606 gate is missing but more preferably the church steps require a new hand rail – County Councillor has pledged £250 towards this project. Reported and requested via Highways: #116528. *(Note post meeting – Highways has noted that listed building consent may be required for the new handrail – the Clerk has informed the Church Wardens of this and asked to be kept informed of progress in seeking consent. Highways has offered a new gate for 604 free of charge but the Church would be required to install and maintain - the Clerk has informed the Church Wardens of this and asked to be kept informed of any decision).*
- xiii. **Diversion associated with 1814798 14th July Moseley Road Closure, Hallow.** Clerk has requested that HGVs be provided an alternative diversion to Dark Lane. Highways have agreed and will place more signage and Hallow Contractors will allow HGVs to access regardless of road closure.
- xiv. **Overgrown right of way behind Sinton Court.** Residents and lengthsman have cleared this blocked route. No further action.
- xv. **Alleged blocked septic tank Walton Lane.** RJ resident is on the case to assist with the original request.

84/26 Reports from other Projects and Representatives

- a) **Grimley Peace Hall**, Sinton Green. A request from the Grimley Peace Hall Committee for a grant to support the ongoing running and maintenance costs of the Grimley Peace Hall will be made in September 2026. The Hall Committee has recently received a grant from MHDC Dean Clarke (Divisional Funding) for £500, has raised a further £550 and has received two new regular bookings (pet training and pilates). A query about signage to the hall at the bottom of Dark Lane was resolved.
- b) **Lengthsman.** Receipt of his copy of insurance for 26/27 was duly noted.
- c) **Defib updates and progress.** Replacement pads ordered by Clerk and now received and installed and online report updated. Weekly reporting continues. Heart Beat Trust is advising on National Grid interventions at Monkwood Green phone box. In correspondence with nged.info@nationalgrid.co.uk *(Note post meeting – National Grid attended the phone box and restored power and reset the RCD. The Defib is now fully up and running again).*
- d) The Annual General Meeting of the **Nora Parsons' Centre** will be held at the Centre in Venn Lane, Wichenford, on Wednesday 15th July at 7pm. **Action:** Cllr Ayers to attend and ask them about obtaining a copy of the AGM accounts.
- e) **Staffing Committee**
 - i. The date of the next meeting was roughly set for the 2nd week in September.
 - ii. The Staffing Committee will debate a Motion for increase for mileage from 45p per mile to 55p per mile (for the first 10,000 miles) and will report back to Full Parish Council.

Table 1 below: Example Lengthsman mileage 2025 for reference and continued overleaf

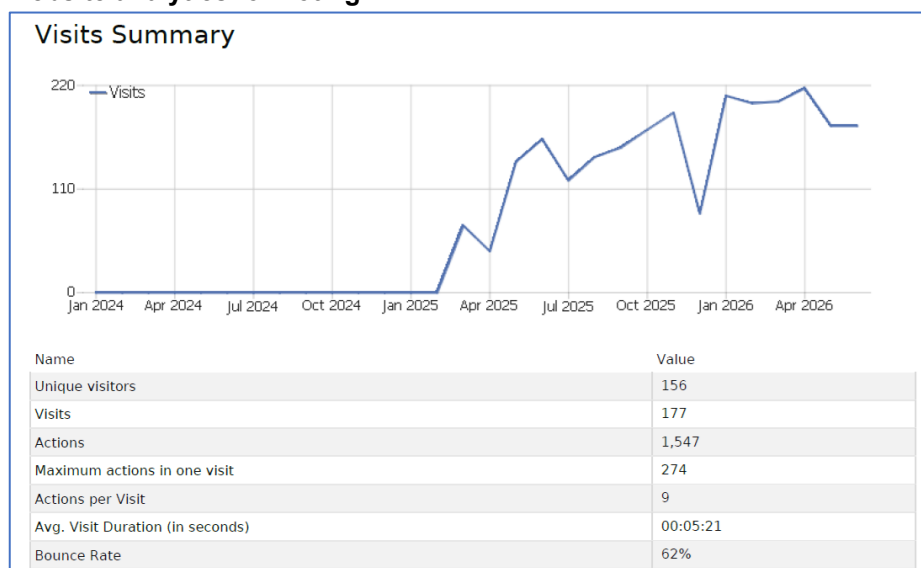
Month	Miles	Cost when 45p per mile	Cost if 55p per mile	Difference
Mar-25	15	6.75	8.25	1.5
Apr-25	14	6.3	7.7	1.4
May-25	13	5.85	7.15	1.3
Jun-25	14	6.3	7.7	1.4
Jul-25	14	6.3	7.7	1.4
Aug-25	13	5.85	7.15	1.3
Sep-25	14	6.3	7.7	1.4
Oct-25	14	6.3	7.7	1.4

Table 1 below: Example Lengthsman mileage 2025 for reference - continued

Nov-25	12	5.4	6.6	1.2
Dec-25	12	5.4	6.6	1.2
Jan-26	15	6.75	8.25	1.5
Feb-26	15	6.75	8.25	1.5
Mar-26	12	5.4	6.6	1.2
				£17.70

85/26 Finance, Policies and Administration

- a) **SharePoint Access.** Cllr Woodhouse currently has no IT access beyond his phone. Cllr Collett provided the SharePoint access link once again. Questionnaire distribution ref Cllr access to IT delayed until September.
- b) 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: KA. Scnd: AC. Duly **approved**.
- c) To receive and motion to accept latest Bank Reconciliation. **Resolved. Motion** to approve. Prps: AS. Scnd: PA. Duly **approved**.
- d) **Bank signatories.** Cllr 1 had had some success. Cllr 2 had made no progress.
- e) **Clerk timesheet** for inspection. Duly **approved**.
- f) **Clerk's correspondence** list for information. Appendix 2. Duly **approved**.
- g) Inspection of parish council **Annual Calendar** and actions outstanding. Duly **inspected**. No concerns.
- h) To note submission of **WO0063 Grimley Parish Council – 2025/26 Annual Audit (AGAR).** To **note** that the Clerk has signed an amendment as advised by PKF LittleJohn to clarify that the Parish Council is not acting as Sole Trustees for any charity – Chair and internal auditor were copied in.
- i) **Resolved. Motion** to retrospectively re-confirm receipt of the **letter of appointment of the internal auditor** for 25/26 Mr P.Moore, to confirm the appointment and letter of engagement of the internal auditor for 26/27 Mr P.Moore and to confirm that he is independent of this parish council: *The internal auditor must be independent which means that they have not had any involvement in, or responsibility for, the financial decision making, management or control of the authority, or for the authority's financial controls and procedures.* Prps: RW. Scnd: PA. Duly **approved**.
- j) **Option for directory of local businesses** on website. Action: Cllrs to look at Kempsey Parish Council website as an example. https://www.kempseyhub.co.uk/Parish_Directory_33343.aspx
- k) **Magazine article.** Contribution due from Cllr Collett for Sept 2026. Assuming no August mag.
- l) **Website analytics for noting:**



86/26 Correspondence, Dates for Diary, Items for Future Agenda - Nil.

87/26 Date of next meeting Monday 28th September 2026 7.30pm, Monthly Meeting of the Parish Council, Grimley Peace Hall, Sinton Green. The press and public are cordially invited to attend and should note Standing Orders in advance.

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.

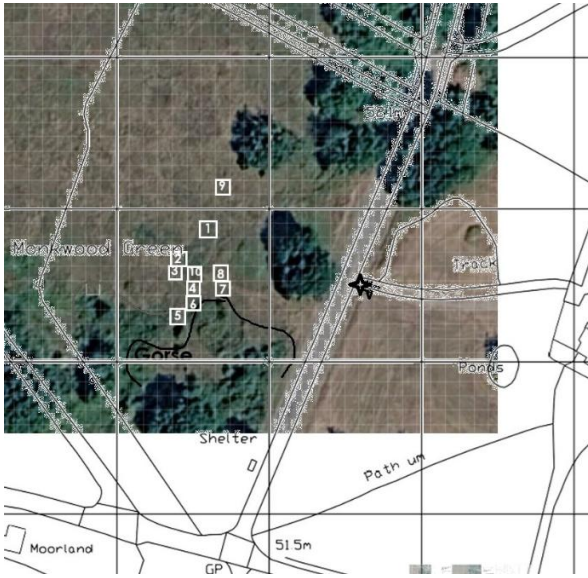
Requests for this information in other languages/audio/large print will be reasonably considered.

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 - Payments to be made this month and already made in the previous month under the Delegation Policy and Financial Regs.

13	Mr S Skeys BACKDATED	Lengthsman worksheet received June 2026	April 2026.	293.60
14	Mr S Skeys BACKDATED	Sinton Green Mowing invoice received June 2026	30/04/2026 April 2026	90.00
23	Mr S Skeys BACKDATED	Lengthsman worksheet received June 2026	28 May 2026.	303.60
24	Mr S Skeys BACKDATED	Sinton Green Mowing invoice received June 2026	31/05/2026 May 2026	90.00
25	Water2Business BACKDATED	Standpipe adj. Green Farm. MWGreen.	2025 Autumn and 2026 Spring backdated invoice.	114.5
36	Mr S Skeys	Lengthsman worksheet	June 2026.	242.70
37	Mr S Skeys	Sinton Green Mowing	June 2026.	90.00
38	Unallocated payment now allocated to Mr B Ball Nb. ICO payment now a direct debit and has been moved to August.	Felling and removal of beech tree Sinton Green. Invoice 86805.	Previous financial year.	110.00
39	Water2Business	Standpipe adj. Green Farm. MWGreen. June invoice.	Jun-26	16.52
40	Mr P Moore	Internal Audit fee	24/25 financial year.	5.00
41	Mrs L Stevens	Expenses incurred by Parish Clerk including Monthly Homeworking Allowance	July 2026.	40.67
42	Nest Pensions	Clerk contribution £27.55. PC contribution £20.66	July Payment for July	48.21
43	HMRC Shipley	EmployER Gross National Insurance	July Payment for June	40.77
44	Mrs L Stevens	Paid one month in arrears.	July Payment of June.	redacted
45	Bank PLC	Bank Account Service Charge	June monthly charge paid in July.	4.25

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

MHDC	Social Media Guidance for Councillors
WCC	Phone & Broadband Service Upgrades parish wide
PKF Little John	Audit confirmation of nil parish council trust funds
Resident	Grimley United football photos from post war up to 1955.
TFletcher	Example contracts as per previous meeting actions.
Abi Partridge PCSO	Police priorities for Q2 2026
WJPS	Website updates and annual check for accessibility.
Site inspection petty whin	Mapping and care of petty whin endangered plant native to Monkwood green.  Approx. location of Petty Whin plants Monkwood Green common and SSSI July 2026 1 ///ready.magnitude.screen 2 ///atom.static.tanks 3 ///declining.violinist.factor 4 ///nags.kings.foremost 5 ///topped.worked.scatters 6 ///dried.physical.buffoon 7 ///painters.tailwind.disposal 8 ///means.positions.hissing 9 ///shipped.chins.reserving 10 ///conceals.landed.applied

Appendix 3 - Report from County Councillor Mel Fordington Hallow Division, July 2026

Guidelines for Highways Communication

- Individual parish councillors should not email Tanya Crake directly.
- When reporting a highways concern or issue, please make sure clear pictures are taken to show the exact location and provide a clear and concise description of the problem.
- I continue to work hard on your behalf across the division, chasing up highways issues, pothole repairs, drainage problems, and other local concerns.

Playground Improvement Funding Initiative

Community Funding. Playground Improvements.

- This year I am continuing to focus my division funds on improving playgrounds across the division.
- I have already allocated one thousand pounds to Lower Broadheath The Bell for playground improvements.
- This funding has been approved, and the parish will shortly be carrying out the work.
- I remain happy to consider further playground improvement requests from other parishes in the division.

Mel Fordington

-end of minutes-