

Annual Meeting of Grimley Parish Council and Monthly Meeting of Grimley Parish Council

**Monday 23rd May 2022, 7.30pm
Peace Hall, Sinton Green**

Annual Meeting of Grimley Parish Council

01/22	<p>Present: Parish Cllrs D Stanley (Chair), A Bretherton (Deputy) A Atkinson, P Ayers, G Moore, S Wilson. J Izamis arrival 7.40pm</p> <p>Attending: CCllr Scott Richardson Brown arrival 7.50pm DCllr Dean Clarke. Parish Clerk Lisa Stevens. Public x 1 welcomed as an observer from outside the parish.</p> <p>Apologies: A.Taft. AA to leave at 8.30pm.</p> <p><u>Vacancies</u> Cllrs noted the resignation of Cllr Anne Taft that afternoon. Clerk to acknowledge the next day. Cllrs gave thanks to Anne for her dedication, for her lively debate and her commitment to a local perspective. Vacancy to be advertised in due course.</p> <p>Cllrs also noted that no (nil) electors had so far requested that the existing vacancy (upon the resignation of A. Passey) be filled via an election. Option for co-option to be advertised as appropriate. It was noted that the next scheduled local elections, including for all parishes, is 2023.</p>
02/22	<p>a. Election of Chair 2022/23</p> <p>i. Nominations and vote. Dave Stanley Prp: PA. Scnd: AB. Unanimous. Dave Stanley duly elected.</p> <p>ii. Declaration of Acceptance of Office. Duly signed.</p> <p>b. Election of Deputy Chair 2022/23</p> <p>i. Nominations and vote. Allan Bretherton Prp: SW. Scnd: PA. Unanimous. Allan Bretherton duly elected.</p> <p>ii. Declaration of Acceptance of Office. Duly signed.</p>
03/22	To consider and re-approve all pre-existing declaration of interests for up to April 2024. Duly accepted. Unanimous. Prp: DS. Scnd: GM
04/22	To review standard meeting invitation (N.b., standard text that always appears on each agenda) and to approve until further notice. Approved. Prp: PA. Scnd: SW.

05/22

Election of Committee Representatives

Grievance Panel x 3 members	Cllr Allan Bretherton, Cllr Johnny Izamis, Cllr Dave Stanley.
Over-seeing Finance/Audit x 3 members	Cllr Allan Bretherton, Cllr Johnny Izamis, Cllr Dave Stanley.
Account overseers (unlimited)	Cllr Allan Bretherton, Cllr Johnny Izamis, Cllr Georgie Moore, Cllr Dave Stanley, Cllr Sue Wilson.
Staffing Committee x 3 members	Cllr Allan Bretherton, Cllr Georgie Moore, Cllr Dave Stanley.
Appeals Panel x 3 members	Cllr Aiveen Atkinson, Cllr Pam Ayers, Cllr Allan Bretherton.
Peace Hall Committee x 2 members	Cllr Aiveen Atkinson, Cllr Allan Bretherton
CALC Rep x 1 member	Cllr Pam Ayers
Planning and Enforcement Committee	All parish cllrs at all times.
Church Maintenance Volunteers parish council liaison officer x 1 member	Cllr Dave Stanley
Commons and SSSI Management Committee (Monkwood Green) x 4 members	Cllr Pam Ayers, Cllr Johnny Izamis, Cllr Dave Stanley, Cllr Sue Wilson, (Clerk as separate admin support)
Monkwood Green Commoners Association x 3 members	Cllr Pam Ayers, Cllr Johnny Izamis, Cllr Sue Wilson, (Clerk as separate admin support)
Village Green Management Committee (Sinton Green) x 2 members	Cllr Allan Bretherton, Cllr Dave Stanley
Grimley Smaller Charities x 1 member	Cllr Allan Bretherton (Non-voting position)
Lengthsman support and rep x 1 member	Cllr Allan Bretherton, plus Clerk
Footpaths Officers <i>and support for 'County Council Sponsored Footpaths Officer' (position vacant)</i> x 2 members	Cllr Aiveen Atkinson, Cllr Georgie Moore. Cllr Pam Ayers (MWGreen footpaths) Cllr Sue Wilson (MWGreen footpaths)
Defibrillator monthly inspection (unlimited)	Cllr Pam Ayers & Cllr Sue Wilson (MWGreen phone box) Cllr Dave Stanley (Grimley phone box) Cllr Allan Bretherton (Sinton Green Peace Hall).
Climate emergency panel	Cllr Dave Stanley PC lead officer. All Cllrs involved. Cllr Stanley to explore option of resident reps: 1 x biodiversity and 1 x energy.
Parish magazine monthly report x 1 member	Cllr Allan Bretherton.

06/22

Parish Council Documentation

To accept and re-adopt all parish council policies below, with a commitment to review all documents by Sept 2022. Cllrs noted the new code of conduct that will need to be adopted this year. The Local Government Association (LGA) pursuant to the CSPL's work has produced a model code of conduct and encourages all local authorities to consider adoption of the model code with or without alteration.

Clerk to distribute documents as agreed at the meeting. Each Cllr to review and submit amendments/proposals to the parish council in September 2022.

07/22

No further business. Annual meeting of Grimley Parish Council closed.

Monthly Meeting of Grimley Parish Council - 7.45pm

	<p>Present: Parish Cllrs D Stanley (Chair), A Bretherton (Deputy) A Atkinson, P Ayers, G Moore, S Wilson. J Izamis arrival 7.40pm</p> <p>Attending: Cllr Scott Richardson Brown arrival 7.50pm DCllr Dean Clarke. Parish Clerk Lisa Stevens. Public x 1 welcomed as an observer from outside the parish.</p> <p>Apologies: A. Taft. AA to leave at 8.30pm.</p>	
53/22	<p>Points of order.</p> <p>a. Welcome and information provided at the beginning of each parish council meeting.</p> <p>b. To approve until further notice the wording and content of 'information provided at the beginning of each parish council meeting'. Approved. Prp: DS. Scnd: PA.</p> <p>c. To approve until further notice the wording of agenda item 'Public Open Forum' below. Approved. Prp: GM. Scnd: SW.</p>	
54/22	<p>Public open forum – Nil questions. Open forum does not usually form a legal part of the meeting but this restriction is waived in this case only as residents wished to address the parish council on matter relating to local planning applications.</p>	
56/22	<p>Declarations of interest. No new declarations.</p>	
57/22	<p>Minutes of previous meetings – Motion to approve previous minutes. 25th April 2022. Amendments received and inputted prior to meeting. Prps: AB. Scnd: JI</p>	
58/22	<p>To receive the report of the County Councillor – Scott Richardson Brown.</p> <p>Cllr has been resolving issues regarding overgrown verges and explaining the annual cutting regime and the spread of cutting resources/equipment. Currently the County Council don't feel that they have further options to do less cutting in most locations, particularly with regard to visibility splays.</p> <p>Bus routes – it was noted that even the most well used routes are struggling to stay viable. Travel on public transport is down 1/3 since covid. Cllrs considered that the way forward might be an on-demand service.</p> <p>DS raised the issue of overgrown hedges and trees at Grimley crossroads and opposite the bus shelter. Cllr to take this up with Highways, who up to now have stated that they do not believe there to be a problem. Cllrs have observed how the bus is being obstructed by overhanging trees.</p>	Cllr Stanley to email Cllr
59/22	<p>To receive the report of the District Councillor – Dean Clarke.</p> <p>Tom Wells has been confirmed as the new Malvern Hills District Council leader. The new chairman and deputy is John Michael and Barbara Jones-Williams respectively. Cllr congratulated Dean as now being Chair of MHDC Northern Area Committee for planning. Dean also serves on the MHDC environment panel and scrutiny panel.</p>	
60/22	<p>Planning - to consider, comment and resolve to respond to the following applications.</p> <p>a. 21/01846/FUL Birchall Green Solar Farm. Decision is reported to be imminent from MHDC.</p>	

b.	M/22/00564/HP - 2 Thorngrove Cottage , Sinton Green, Hallow, Worcester, WR2 6NP. Infill extension between existing dining room and existing kitchen. Link to join existing kitchen to existing garage. Cllrs had no comments to make. Cllr to submit no comment.	Clerk
c.	<p>Enforcement updates</p> <p>i. Application to regularise long standing use of right of way 635. (WCC consultation on application for the addition of a footpath in Grimley From 544B to 650B). The Parish Council responded to this consultation on 5th May.</p> <p>ii. Public footpath opp. Retreat Farm.</p> <p>iii. Menage complex opp. Retreat Farm</p> <p>Cllr has been chasing the county council about both of the above, since no permitted or official right of way diversion has been applied for or put in place. District Council has been following the process for enforcement, with due regard to the process of permitting new planning applications and amendments to planning applications. Cllrs noted that each new planning application may cost the applicant in the region of £400.</p>	
d.	Standing Item: To consider and as required arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda. NIL.	
61/22	Infrastructure, highway matters, drainage and flooding To discuss updates and formulate Motions not requiring written notice.	
a.	Hedges and pathways in vicinity of top triangle Grimley village and the bus shelter. (Resident correspondence). Already covered in County Cllr report.	Cllr
b.	Bus shelter painting (inside) update. Monkwood Green Cllrs to organise a working party to paint the Monkwood Green bus shelter. Cllr Stanley to pursue previous contractor to establish his interest with regard to painting the shelters at Sinton and Grimley.	Cllr Stanley
62/22	Commons and Village Greens To discuss updates and formulate Motions not requiring written notice.	
a.	<p><u>Sinton Green.</u></p> <p>i. To accept mowing quotation for Sinton Village Green. <i>"For the mowing of Sinton Green as per the schedule of works, £80 per cut, including strimming around the trees/goal posts/bus stop and signs, also leaving 4 areas for wildflowers, with a total of 15 cuts. Wildflower areas to be cut in August and debris to be cleared at a price of £120." Mr S. Skeys.</i> Cllrs accepted this quotation. Prp: PA. Scnd: GM</p> <p>ii. Update on wildflower sections. Residents have responded encouragingly to the abundance of buttercups. Clerk conducted a litter pick to keep the areas clear.</p>	Clerk
b.	<p><u>Monkwood Green.</u></p> <p>i. Management, grazing and debate on corral facilities. Cllr stressed the importance of continuing with grazing on site. The clerk was advised to only discuss commoner grazing matters with the commoners direct themselves and not through family members or third parties. Ditch tidy and emergency work on under road gullies and pipes duly approved. An invoice may be received shortly. Prp: SW. Scnd: GM.</p>	Clerk

	<p>The Clerk reported that Natural England are willing to receive an application for corral equipment on the Common. Cllrs requested further exploration of the options before presenting to residents and commoners. It remains unclear as to whether a suitable site can be found on the common for permanent corral equipment. In the past, contractors have provided their own temporary fencing solutions are required. Cllrs noted that recent sheep contractors pulled out of the site due to the lack of corral facilities. The issue remained unresolved and the Clerk to rethink options with assistance of Cllr Stanley.</p> <p>ii. Potholes update. Cllr Izamis to arrange purchase of stones now that the weather is sufficiently dry. Clerk will order a compactor once instructed by the cllrs.</p> <p>iii. Trough update. It remains unclear where the stopcock is. CB to be asked to assist by Cllr Wilson.</p> <p>iv. To note Worcestershire Wildlife anticipated assessment of Great Crested Newts in ponds in the vicinity of Monkwood Green. Clerk has referred contacts to Natural England for relevant permissions with regard to parish council owned ponds. Duly noted.</p>	<p>Clerk Cllr Stanley</p> <p>Cllr Izamis</p> <p>Cllr Stanley Cllr Wilson</p>
63/22	<p>Reports from other Projects and Representatives To discuss updates and formulate Motions not requiring written notice.</p>	
a.	<p>Peace Hall Centenary events (3rd June various activities throughout day) and Queen's Platinum Jubilee 2022. Cllrs approved use of the village green opp Cllr Bretherton's house for use as an overflow car park during the jubilee. Prp: JI. Scnd: SW. Clerk instructed to request an additional mow prior to use.</p>	Clerk
b.	<p>Broadband projects at Grimley, Monkwood Green & Sinton Green. No new information. Cllr Stanley continues to chase an explanation for the delay to broadband installation north of Sinton Green.</p>	Cllr Stanley
c.	<p>Defibrillators (MWgreen phone box, Grimley village phone box, Peace Hall). Grimley phone box overhead light fixture replacement update. Cllr Stanley to consider options regarding the faulty light fixture in the phone box (not related to defibrillator performance. Clerk to ask Heartbeat Trust for training dates in September, as their trainer was not available on the May and June dates suggested by residents. The defibrillator for the Peace Hall remains out of stock. The Trust is anticipating possible delivery in July.</p>	Cllr Stanley
d.	<p>Peace Hall. New brown bin for vegetation waste has arrived and is being funded by the parish council. Committee has passed thanks for this assistance which helps keep the car park and grounds tidy. This matches the assistance provided to the churchyard volunteers.</p>	
e.	<p>Worcestershire CALC has published a new website for all parish cllrs. Clerk to distribute link.</p>	Clerk
f.	<p>Police. A copy has been distributed to all Cllr and published on the community Facebook page. Key issues are theft of fuel and theft of trailers. Theft of Fuel - Domestic energy prices due to rise dramatically as of 1st April and the ongoing conflict in Ukraine this has further caused prices of Crude Oil to rise too. The end result is we are all seeing, or</p>	

	<p>certainly will be, higher energy, heating oil and fuel costs, with everyone finding themselves hit by increased outgoings. As a result we are already starting to see thefts of red diesel and heating fuel. In connection with the Rural 'We don't by Crime' Officer we are looking at ways to stem these thefts. Trailer thefts - We are seeing very many trailer thefts on our area. Please try to ensure they are not left unattended, and that they are security marked.</p>	
64/22	<p>Finance and Administration - To discuss updates and formulate Motions not requiring written notice</p> <p>a. To consider and motion to approve the payment of outstanding accounts. Appendix 1. Carried. Prps: AB. Scnd: PA.</p> <p>b. To consider and retrospectively approve payment of urgent accounts, as per emergency Clerk procedures (Delegation to Clerk policy). Appendix 2. Nil</p> <p>c. To inspect and accept the BHIB parish council annual insurance package. £166.88. Due 1st June 2022. Lower premium based on a three year 'package'. Need to provide ERN number to BHIB upon acceptance of insurance package. Duly approved. Prp: AB. Scnd: GM</p> <p>d. To note that the parish council will require an intermediate external review of financial accounts 2021/2022 as both income and outgoings have exceeded £25k. (nb. this is normal procedure for parish councils of this size). Duly noted.</p> <p>e. To approve audit timetable. Approved. Prp: AB. Scnd: DS.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
65/22	<p>Correspondence, dates for diary, items for future agenda.</p> <p>i. Correspondence from Sinton resident asking for verges in Monkwood (wood) to be cut as brambles are scratching passing cars. Clerk has liaised with Worcestershire Wildlife Trust who confirm that their bid to purchase these verges has not yet gone through and so the matter should be reported to Highways – which the Clerk has done. Report number: 1273889 – Issue passed to CClr.</p> <p>ii. Saved items for next meeting / next financial year:</p> <p>a. Poor state of ditches Worlds End opp. Paddlebrook Cottage. – Resolved by Highways – grips have been re-dug, tree roots removed.</p> <p>b. Flooding in road outside Church Farm, Grimley</p> <p>c. Eroded grass verge Oak Hall Green (Oak Hall Farm Barn).</p> <p>d. Bus services in parish, including inconsiderate parking.</p> <p>e. Advance notice from Rosedene that Severn Trent will be applying for permission from Natural England to connect this property to water supplies. Some excavation of Common may be required.</p> <p>iii. Worcestershire Minerals Local Plan: Receipt of Inspectors Report. The MLP will become part of the Development Plan (alongside Development Plan Documents adopted by the County Council and the City, Borough and District Councils in Worcestershire, and adopted Neighbourhood Plans in the county and will be used by officers when making planning decisions. Duly noted.</p>	<p>CCLr</p>

66/22	<p>Date of next scheduled meeting Mon 20th June 2022 7.30pm. Peace Hall, Sinton Green. The press and public are cordially invited to attend this meeting, which will be the annual meeting of Grimley Parish Council.</p>
-------	--

Appendix 1 – Invoices/payments to be made (or date paid if contracted monthly payment)

WALC	<p>Annual Subscription 2022 to this legal support service. Invoice 8732. New invoice 8732 also.</p> <p>Please note that we have been advised that this invoice may be re-issued as a result of WALC administrative errors calculating amount due. Please authorise this payment at this meeting and then the Clerk will duly make payment in May 2022 once the new invoice is received and only if it is for the amount stated here or less.</p>	<p>£412.79</p> <p>Amended invoice now received. Amount payable: £412.43</p>	<p>VAT £62.57.</p> <p>New VAT: £62.22</p>
Nora Parsons Day Care Centre	Annual donation 2022/2023 as per agreed budget.	£200.00	VAT nil.
Hallow Scouts and Guides	Annual donation 2022/2023 as per agreed budget.	£200.00	VAT nil.
Grimley Peace Hall Foundation	Annual donation 2022/2023 as per agreed budget.	£400.00	VAT nil.
Grimley Peace Hall Foundation	Transfer of £500 donation received from County Cllr towards jubilee and centenary	£500.00	VAT nil.
BHIB	Annual insurance renewal 2022/2023. Invoice No: LCO01285-651107 tied in for three years.	£166.88	VAT N/A
Mr Simon Skeys	Lengthsman worksheet for April 2022.	£136.00	VAT nil.
Mr Simon Skeys	Sinton Green mowing/strimming April 2022. GPC 0422	£80.00	VAT nil.
Mr Bill Prosser	Payment was agreed at April 2022 parish council meeting, but bank account details still awaited from resident. Emergency ditch clearance. Invoice 1.	£420.00	VAT nil
Mr Bill Prosser	Payment was agreed at April 2022 parish council meeting, but bank account details still awaited from resident. Scheduled ditch clearance. Invoice 3.	£2450.00	VAT nil
Mrs Lisa Stevens	Clerk wages April 2022. As per contract of 12 hours per week, £12.01 per hour.	£576.48	VAT nil.
Mrs Lisa Stevens	Expenses May 2022.	£31.39	VAT under calculation.
Mrs Lisa Stevens	Ink cartridge reimbursement of invoice G98584 Stinky Inks. This invoice (£42.91) has been split between Grimley PC and Severn Stoke PC.	£21.45	£6.64 VAT

To note that the Severn Trent water bill (trough on MWGreen common) paid in April 2022 was £41 rather than the £37 previously advertised. (Tax variable rates had not been accounted for). Correct amount was paid at the time. Only the April agenda was in error. LStevens.17/05/2022.

Appendix 2 - Invoices/payments previously made under delegation to clerk policy.
Nil.

-end-