



Dodderhill Parish Council

Meeting of the Parish Council held at **7:00PM on Monday 1st April 2019** at
Wychbold Village Hall, School Road, Wychbold, WR9 7PU

Minutes

Present: Councillors Doug Webb (Chairman), Mike Jones, Dale Mason, Jackie Walton, Maureen Addy, Sue Howarth, Guy Dow.

In attendance: Nick Farress (Clerk), Cllr Peter Tomlinson (County Councillor, until 7.30pm), Cllr Hugh Hamilton (District Councillor), members of the press and public.

065 Apologies for absence

Apologies were received from Cllr Alyson Keane due to illness.

066 Declarations of interest

Cllr Dale Mason declared an "Other Disclosable Interest" in Agenda Item 10 (e) (f), and (j) and Item 21 on account of his Trusteeship of Wychbold Village Hall.

Cllr Sue Howarth declared a Disclosable Pecuniary Interest in Agenda item 15 as an allotment tenant.

Cllr Guy Dow declared a Disclosable Pecuniary Interest in Agenda item 15 as an allotment tenant.

067 Dispensations

Cllr Mason requested a dispensation to remain in the meeting during Item 21 Village Hall and take part in any debate/discussion. It was **resolved** to approve this dispensation request.

Open session

The meeting was adjourned for the open session and the following reports/updates were noted.

District Councillor – Cllr Hugh Hamilton

Councillor Hamilton announced that this would be his final meeting before retiring as a District Councillor. The Chairman thanked Cllr Hamilton for his attendances and support over the years and wished him a happy and healthy retirement. Cllr Hamilton went on to say that he is pleased that the District Council have granted £844k for community projects through their Legacy Fund.

County Councillor – Cllr Peter Tomlinson

Cllr Tomlinson advised that he too would not be seeking re-election to the District Council, but he would remain as our County Councillor. Cllr Tomlinson said that the County Council budget

showed a £1m funding gap which would be plugged with reserves and re-assured the meeting that Droitwich library would not be closing as part of the county wide review of library services.

Police

There was no police representative present, but the monthly report was circulated to Councillors. The report included the recent vandalism of the play area and it is hoped that CCTV footage will identify the offenders. The Chairman also read out a response from the SNT setting out the police position on obstruction of pavements.

Public participation

Members of the public raised the following issues:

- Enforcement of parking on pavements and how DPC could do more to help alleviate the problem. It was noted that although the Parish Council have no power of enforcement, DPC had used its Facebook page to highlight the problem and would also put something in the Community Link magazine.
- Cleaning of milestones between Bromsgrove and Wychbold. The Lengthsman would be asked to look at this.
- General cleaning of signs. The Lengthsman would be asked to look at this.
- Ongoing issue of a potentially dangerous tree in Chequers Lane. Cllr Tomlinson said that this was in hand.
- The extent to which the Chairman of the Parish Council was to benefit financially from the proposed development off Chequers Lane. No comment was given as this was not considered a matter for the Parish Council.
- Planning application 18/02398/FUL – additional comments were made following the submission of additional documents/plans. The Council would support the comments made (see 069 (d) below).

068 Minutes

It was **resolved** that the minutes of the Parish Council Meeting held on 4th March 2019 are agreed as a true record of the proceedings and signed by the Chairman.

069 Planning Applications

The following planning applications were considered:

(a) **19/00421/OUT** - Daisy Cottage, Worcester Road - New 4-bedroom detached house with detached double garage.

It was **resolved** to **object** to this application on the basis that highway safety issues in relation to the access to and from the property have not sufficiently been addressed.

(b) **19/00497/AGR** - Auchmillan Farm, Astwood Lane - Application for prior notification of agricultural or forestry development - proposed road.

Cllr Hamilton advised that this application had already been determined and WDC had raised no objections. The Clerk stated that WDC had been happy to accept comments following this meeting so he will raise this with the planning officer.

(c) **19/00454/HP** - 144 Shaw Lane, Stoke Prior - Conversion of garage into habitable room and erection of New garage.

It was **resolved** to raise **no objections**.

(d) **18/02398/FUL** - Land Rear Of Sunnyhill House, Stoke Road – Additional/updated plans/information submitted.

It was **resolved** to make the following additional comments in **objection**:

1. The left-only turn from the proposed development will force all traffic exiting the site to enter the Air Quality Management Area on the A38 which will exacerbate the problem.
2. There is no right turn from Chequers Lane into the proposed site, which will affect emergency vehicles and their response times when attending emergencies.
3. It has been demonstrated that 2 refuse vehicles cannot pass each other at the southern end of Chequers Lane which is narrow and does not have a passing bay. Together with the no right turn into the site, and with it being a bus route in and out of the village, it really cannot be deemed acceptable in terms of highways safety.

070 Wychbold Youth Club

It was **resolved** to continue with the Friday Youth Club at the Village Hall in 2019/20. The dates for the remainder of this academic year would be April 5, May 3/10/17, June 7/14/21/28 and July 5/12 and the Clerk had booked the Village Hall accordingly.

071 Lengthsman Scheme 2019/20

It was **resolved** to continue with the County Council Lengthsman Scheme in 2019/20 and authorise the Clerk to sign the agreement. It was noted that the amount available to draw down remains unchanged at £2,212.93 and that the Clerk would make the worksheets available to Councillors.

072 Neighbourhood Plan

The following was **resolved**:

- (a) To designate Dodderhill Parish as the Neighbourhood Planning area with Wychavon District Council;
- (b) To set up a Steering Group, and ask the Clerk to prepare a Terms of Reference document for further consideration;
- (c) To agree to the principle of holding a public event in late May/June to recruit interested members of the community to join the Steering Group and provide more information on Neighbourhood Planning.

073 Finance

The following payments were considered.

(a) Clerk's Salary and Expenses –	£999.26
(b) PAYE -	£112.01
(c) WCC Pension Fund -	£342.72
(d) SLCC CiLCA Registration –	£350.00
(e) Village Hall Room Hire 1/4/19 -	£24.00
(f) Village Hall Room Hire, Annual Parish Meeting -	£24.00
(g) Access and Vision, new CCTV unit -	£462.00
(h) David Miles Lengthsman -	£180.00
(i) Handyman Mr B Addy (hours worked & expenses)	£100.00
(j) Wychbold Village Hall Room Hire YMCA	£300.00

It was **resolved** to settle the above invoices.

(k) To consider and approve budget expenditure

(l) To consider and approve the bank reconciliation

It was **resolved** to accept the budget monitoring report and bank reconciliation showing a credit balance of £56,326.75 and both were signed by the Chairman.

074 Parish Council “Surgery” During School Holidays

It was **resolved** to book the Village Hall meeting room each day during the Easter holidays (from the 14th April to the 28th April) to provide an opportunity for the community to engage with Councillors, and for the Council to provide information about its activities including the Legacy Fund, Village of Culture ideas and Neighbourhood Plan. It was also agreed to provide teas and coffees, juice and snacks to those wishing to take part and agreement of the Village Hall Committee for use of the kitchen facilities was much appreciated. The toilets would also be available so that children were not forced to use the wooded area in an emergency whilst using the play area. The cost of the Hall hire would be around £500, a similar cost of hiring portable toilets which would not have been ideal.

075 Natural Art Project

It was **resolved** to promote the creation of a natural art project adjacent to the Village Hall (old MUGA) which would encourage the use of plastic bottles as planters and involve local school children in producing and looking after the display.

076 Correspondence

The following correspondence was considered:

(a) Wychbold Juniors Football Club. The request from the Football Club to re-instate the arrangement to hold their matches on the football field was received favourably by the Parish Council. A meeting would be arranged to discuss the detail of such an arrangement, but it was noted that the Council have ongoing projects on the site which may impact on any potential agreement(s).

(b) A letter from a resident in relation to the barrier at the Village Hall being opened at school drop off/pick up was noted. The arrangement would be re-instated once the building works on the pathways was complete and it was deemed safe to do so and the school had been advised of this.

(c) Wychavon Sport in relation to the Parish Games. It was **resolved** to fund events up to £60 and publicise the Games on the Parish Council website and Facebook pages. The Clerk would also forward the dates of the events.

077 Wychbold Village Hall Update

An update was received from the Village Hall Committee which was noted. Concern was raised at the purchase of Easter Eggs by the charity to donate to an event hosted by the Social Club. It was not clear how this expenditure could be justified given the charity's

remit to raise and spend its funds on the upkeep and operation of the Hall. A query was also raised about the purchase of separate 4G WiFi for the Hall when the Parish Council pay for WiFi. The Clerk explained that there had been some issues surrounding CCTV which were now resolved and that the WiFi should now be available. This would be followed up.

078 Allotments Working Group

The Allotment Working Group provided a report which was noted. The issues raised were:

- Grass cutting: The Council is currently obtaining quotations for providing grounds maintenance services which will include the allotments.
- Safer vehicular access to the site: This was not currently in budget and there may be implications on access if the Chequers Lane housing development goes ahead.
- Security: This was not currently in budget, but the Council understands the issues surrounding security for allotment plots and will seek funding opportunities.
- Allotment fees: The Clerk would send out reminders to those who had not returned their Agreements and fees.

079 Playing Field and Village Hall Registration

The Clerk advised that the land registration documents had been received and the deeds to the Village Hall and recreation field in the name of the Parish Council had been collected from the solicitor in person.

080 Communication

It was **resolved** that the Clerk would take on the production of the Community Link article and that the next Council Newsletter would be produced after the election in May.

081 Annual Parish Meeting

The date of the Annual Parish Meeting was set as Tuesday 14th May 2019 in the Village Hall.

082 Councillors Reports and Updates

(a) Cllr Howarth asked whether cycle racks could be considered for the recreation ground. Cllr Webb advised that racks are to be provided as part of the footpath works. Information about the works including plans would be made available to the public at the Easter event.

(b) Cllr Webb reported that the Council had received an estimate for the works to construct the pathways around the recreation ground which was part of the wider project that Sutcliffe's were undertaking. The quote was for £32,686 which included the cycle racks. The Council was happy with this since it was already budgeted for via S106 contributions and included in the overall project.

(c) Cllr Webb asked the Clerk what was agreed in relation to the new MUGA and the sub-standard tarmac surface. It was agreed at a recent site meeting that Sutcliffe's would guarantee the surface for 5 years from now and on this basis the invoice would be settled.

083 Exclusion of Press and Public

In accordance with the Public Bodies (Admission to Meetings) Act 1960s1(2) it was **resolved** to exclude members of the public and press from the meeting in order to discuss matters of a confidential nature.

084 Village Hall

The Clerk had previously circulated a draft Management Agreement for consideration by the Council prior to engaging with the Village Hall Committee, hence this item was in discussed in private. It was **resolved** to accept the Agreement as drafted with the following amendments/comments:

1. The recruitment of staff was to be solely a VHC responsibility with the caveat that any contracts were to be temporary until 31st March 2020;
2. More clarity is given over the levels of maintenance each party would be responsible for;
3. The VHC would require that the charity's interests in operating the Hall as a Lease Holder following the refurbishment was assured. The Clerk explained that both parties would be responsible for agreeing the future relationship and that this was already noted in the draft Agreement.

The draft would be sent to the Village Hall Committee for comment and a request for a meeting as soon as possible would be made.

The meeting closed at 9.45pm

Signed as a true record:

Chairman
7th May 2019

Produced by



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