



Dodderhill Parish Council

Minutes of an Ordinary Meeting of the Parish Council held at Wychbold Village Hall
Tuesday 17th January 2023

Members Present: Cllrs A Keane (Chair), J MacDonald, D Webb, J Walton, R Addy P Evans,
N Edge & J Leah

Also Present: District Cllr Rick Deller
Clerk Julia Tufnail - Zoom
1 Member of the Public
Village Lengthsman – Left after Item 8
County Cllr Tony Miller – from item 9

1. The duly elected Councillor James Leah completed the relevant documentation and was welcomed as a new member of the Parish Council.
2. **Apologies** were received from Cllrs J O’Hora, JP Bradley, N O’Leary, R Keane & M Addy
3. **Declarations of interest** – Village Hall – Cllr P Evans
4. **Dispensations** – Request from Cllr Evans to remain in the room - refused – Cllr Evans left the meeting
5. **Public Participation**
 - a) 1 member of the public spoke. Any matters to be written in the comments book which will be responded to via the website FAQs as usual. The Lengthsman commented where appropriate. Clerk to write to Highways in February.
 - b) County Councillor Miller’s report was noted once he arrived from another meeting.
 - c) District Councillor Deller’s report was noted. He requested that “Parking” be added to the next agenda for which he would prepare a report.
6. **Minutes**
It was resolved to approve the Minutes of the last meeting held on 13th December 2022
Chairman to sign.

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x		
Against							
No Vote						NP	NP

7. The Chairman’s report was noted.
8. **Administration**
 - a) Cllr Leah confirmed that he would, subject to any conflict of interest, do all the printing, redacting by hand all the data that is not permitted to be sent (the most secure method known) and scan back in all the information required under the numerous FOI requests put to the Council. He would then send the information to the independent reviewer who would pass the information back to the Clerk with his report for release as required.
 - b) The Data Processing Audit process was acknowledged. Cllr Edge did not sign the form at the meeting.
9. **Village Hall Report** – For information only, unless specified below
 - a) It was resolved to replace the fire door and internal doors to main hall

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x	x	x
Against							
No Vote							

- b) It was resolved to purchase the recommended Fire Safety equipment and signage

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x	x	x
Against							
No Vote							

c) It was resolved that an interim Hall hire charges of £7.50 ph be made for the new rooms.

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x	x	
Against							
No Vote							x

d) It was resolved that the Library and Toilet should open on Saturday and Sunday mornings.
Cllrs to draw up an advert for someone to run the Café in the interim.

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x		
Against							
No Vote						x	x

e) It was resolved to repair the CCTV camera and installation of new corridor camera.

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x	x	x
Against							
No Vote							

10. Finance Report

a) It was resolved to agree the Direct Debit Payments.

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x		x
Against							
No Vote						x	

b) It was resolved to agree the other Payments.

Payroll Services	Payroll Services	68.95
Bank Charges - UTB	Bank Charges	18.00
Pension	Pension contribution	612.02
Internal	Salaries	1718.04
PAYE	PAYE	347.58
General Ext Parish Maintenance	Grounds Maintenance	47.46
Software	Bitwarden 1	24.00
Software	Bitwarden 2	24.00
Software	MS Teams Business Voice	32.40
Street Lighting - Electricity	Street lights Electricity - Parish Lighting Initiative	422.39
Lengthsman	Lengthsman	136.20
Safety Checks	Playground Check	155.52
Litter Management	Annual Bin cleanse and emptying charge	100.34
Village Hall Refurbishment	Village Hall refurbishment	16,026.00
Local Election 12/01/22	£4,000 (awaiting invoice)	

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x		x
Against							
No Vote						x	

c) The receipts were acknowledged

d) It was resolved to agree the bank reconciliation, EMRs, RFO report & monthly budget position.

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x			x
Against							
No Vote					x	x	

11. Parish Council Report – For information only, unless specified below

a. It was resolved to complete the tree work required.

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x		
Against							
No Vote						x	x

b. It was resolved to appoint a mole catcher on the recreation field.

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x	x	x
Against							
No Vote							

c. It was resolved to authorise lengthsman to repair potholes in car park

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x	x	x
Against							
No Vote							

d. It was resolved to purchase up to 2 Information Points with s106 monies available. Cllr Edge to investigate and report to the Clerk by 24th January 2023.

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x	x	x
Against							
No Vote							

e. It was resolved to allow an extra football club to use the pitches

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x	x	x
Against							
No Vote							

12. Planning

It was resolved to leave it with Planners

Application Number: W/22/01262/HP – 11.1.23

Location: Charnwood, Worcester Road, Wychbold, Droitwich Spa, WR9 0DF

Description of Proposal: Proposed 2-storey rear extension and loft conversion

Applicant : Mr Tom Kendrick

	AK	JMD	RA	DW	JW	JL	NE
For	x	x	x	x	x	x	x
Against							
No Vote							

The meeting closed at 9.30pm

Signed *Alyson Keane*
Date 21/02/23