

## DORDON PARISH COUNCIL

Minutes of a Meeting of Dordon Parish Council  
held on Wednesday, 16<sup>th</sup> October 2019 at 6.00pm  
in the Meeting Room at Dordon Village Hall

Present: P Morson, N Chapman, B Garratt, D Ridley, D Watts, J Winter, C Morson,  
B Melia and S Ridley

Also Present: A Wright  
J Chambers  
M Newham (WCC)  
R Young, Clerk to the Council

Ref.	Details	Action
33)	<p><b><u>County Councillor A Wright</u></b></p> <p>A Wright reported the following:-</p> <ul style="list-style-type: none"><li>➤ Confirmed the installation of railings and a dropped kerb at the top of Church Hill will be installed next year.</li></ul>	
34)	<p><b><u>Michael Newham (WCC)</u></b></p> <p>The following matters were discussed:-</p> <ul style="list-style-type: none"><li>➤ M Newham confirmed area of responsibility.</li><li>➤ J Winter mentioned manhole cover rocking outside 222 Kitwood Avenue. Confirmed reported to Virgin.</li><li>➤ D Watts enquired regarding overgrown triangle adjacent to A5. Confirmed Highways England.</li><li>➤ Water accumulation on road outside The Institute. Agreed to check.</li><li>➤ N Chapman commented the double yellow lines and zigzag lines breaking up and need renewing. Priority for renewal to be given to Dordon Primary School on Roman Way.</li><li>➤ Speed Humps also need to be marked clearly.</li><li>➤ D Ridley mentioned Sandy Way junction with B5000. A Wright gave an outline of changes.</li><li>➤ The Chairman, P Morson, thanked M Newham for attending the meeting.</li></ul>	

35)	<p><b><u>Declaration of Personal and Prejudicial Interest</u></b></p> <p>➤ P Morson declared an interest in all matters relating to planning.</p>	
36)	<p><b><u>Hall Report</u></b></p> <p>➤ Quotes for roof repairs referred to Part II.</p>	
37)	<p><b><u>Minutes of Previous Parish Council Meeting held on the 18<sup>th</sup> September 2019</u></b></p> <p>It was proposed, seconded and agreed to accept and approve the Minutes of the Meeting held on the 18<sup>th</sup> September 2019.</p> <p><b>Resolved: To approve the Minutes of the Meeting held on the 18<sup>th</sup> September 2019.</b></p>	
38)	<p><b><u>Matters Arising</u></b></p> <p>a) <b><u>Waste Bin at the top of the Stumps – Top Missing</u></b></p> <p>➤ J Chambers agreed to take up this matter.</p> <p>b) <b><u>Remembrance Wreaths</u></b></p> <p>The Clerk confirmed two wreaths had been purchased.</p> <p>c) <b><u>HSBC - Signatories</u></b></p> <p>➤ The Clerk advised regarding the contact as HSBC, Tamworth Branch to confirm identity of new signatories.</p> <p>d) <b><u>Play Equipment</u></b></p> <p>➤ The Clerk confirmed that NWBC had stated again a replacement cradle swing seat was on order.</p> <p>e) <b><u>Parish Surgeries</u></b></p> <p>➤ The Clerk circulated to Councillors a Statement made by P Morson, C Morson and J Winter regarding Parish Surgeries. A letter by B Garratt in reply to a previous statement by P.Morson was given to Councillors. Councillors present reviewed and discussed both documents in detail.</p> <p>➤ The Clerk reported that Insurers and the Security company had no objection to additional key holders, subject to records being kept of who has a key and that there is a reasonable number of approved people given keys.</p>	Clerk J Chambers

	<p>➤ It was proposed (B Melia), seconded (D Watts) that six key holders be added to the Key Holder list.</p> <p><b>Resolved: To have six additional key holders.</b></p>	
39)	<p><b><u>Correspondence</u></b></p> <ul style="list-style-type: none"> <li>➤ WCC Find an Approved Trader – No Rogue Traders.</li> <li>➤ Came and Co Insurance renewal.</li> <li>➤ Ashton Gilbert (HS2) – Update and offer to come to future Parish Council Meeting.</li> <li>➤ Evan Ross (NWBC) – Kitwood Avenue Site Meeting.</li> <li>➤ Time Out Support Services – Invite to a future Parish Council Meeting.</li> <li>➤ B Garratt – Report on meeting with County Councillor Andy Wright and Graham Stanley (WCC).</li> <li>➤ Tamworth and District Civic Society – Event to be held at Dordon Village Hall on 12<sup>th</sup> October 2019.</li> <li>➤ D Hodgetts – Request for copy of Terms of Reference for Dordon Neighbourhood Plan Sub-Committee.</li> <li>➤ Confirmation of Storm Damage Claim from Came and Co.</li> <li>➤ Polesworth Parish Council – Prospective Dates for a joint Neighbourhood Plan Meeting. Clerk to confirm 23<sup>rd</sup> October 2019.</li> <li>➤ NWBC – Planning and Development Board – 7<sup>th</sup> October 2019.</li> <li>➤ Scope – Request to site regarding bank at Village Hall. Refer to NWBC regarding Long Street Car Park.</li> </ul>	
40)	<p><b><u>Planning</u></b></p> <p><b>a) <u>Planning Applications</u></b></p> <ul style="list-style-type: none"> <li>i) PAP/2019/0535 Core 42 Business Park, Meridian Drive, Dordon Removal of Conditions 2 and 3 of PAP/2018/0558.</li> <li>ii) PAP/2019/0570 5 Roman Way, Dordon Erection of two storey side extension.</li> </ul> <p><b>b) <u>Planning Decisions</u></b></p> <ul style="list-style-type: none"> <li>i) PAP/2019/0331 84 Whitehouse Road, Dordon Single storey extension to rear and front plus loft refurbishment. <b>Granted</b></li> <li>ii) PAP/2019/0460 27 Coppice Drive, Dordon Erection of new Conservatory.</li> </ul>	

**Granted**

- iii) PAP/2019/0288  
164 Long Street, Dordon  
Erection of single detached four bedroom dwelling with  
integral Car Port.  
**Granted**

41)

**Financial Matters**

a) **Accounts for Payment**

<b>Details</b>	<b>Amount (£)</b>
HMRC (PAYE)	84.75
M Healey	70.00
G Jones	25.00
Prestige Fire and Safety	158.40
Information Commissioner	40.00
D Sullivan (Additional Hours)	69.78
R Young (Wreaths (2) + Mileage)	55.45
R Young (Paid Dynorod)	<u>154.00</u>
<b>Total:</b>	<b>£657.38</b>

**Resolved: To approve the above payments.**

b) **Receipts**

<b>Details</b>	<b>Amount (£)</b>
Slimming World	340.00
Tai Chi	40.00
Choir	80.00
Tamworth Civic Society	25.00
Bingo Receipts	42.00
Dordon Activity	21.00
Art Class	200.00
NWBC (Precept)	<u>12,507.50</u>
<b>Total:</b>	<b>£13,255.50</b>

c) **Annual Return 2018/2019**

The Clerk reported that PKF Littlejohn LLP (Auditors) had commented "The AGAR is in accordance with Proper Practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met".

42)	<p><b><u>Any Other Business</u></b></p> <p>a) <b><u>Grit Bin – Coppice Drive</u></b></p> <p>➤ It was agreed Councillors would review locations in the Parish where it would be appropriate to site a grit bin. D Watts commented WCC only grit bus routes in the Parish.</p> <p>b) <b><u>Agenda Format</u></b></p> <p>➤ B Garratt mentioned the need to publish dates of meetings.</p> <p>It was agreed to adopt the Agenda used by Kingsbury Parish Council plus the Notice of Meetings.</p> <p>It was proposed (B Melia), seconded (N Chapman) that the Parish Clerk should attend an appropriate Parish Clerk's Course.</p> <p><b>Resolved: The Clerk should attend an appropriate Training Course.</b></p> <p>It was proposed, seconded and agreed that "Borough and County Councillors Report" should be included on the Agenda plus "Police Matters".</p> <p><b>Resolved: That "Borough and County Councillors Report" and "Police Matters" should be included on the Agenda.</b></p> <p>c) <b><u>Village Hall Maintenance</u></b></p> <p>➤ D Watts commented there was a need to have a Building Survey and a thirty year planned maintenance programme. D Watts agreed to notify the Clerk of appropriate Surveyors. J Chambers commented Atherstone Town Council had used a local Building Surveyor and would forward details to the Clerk.</p> <p>d) <b><u>Parish Road Names</u></b></p> <p>➤ J Chambers gave an update regarding road name signs to be installed. (Corbin Road and Dordon Hall Lane).</p> <p>e) <b><u>Local Plan</u></b></p> <p>➤ Councillors to consider a Local Plan Steering Group to liaise with the Neighbourhood Plan Sub-Committee. J Chambers commented regarding the Dordon Parkway.</p> <p>f) <b><u>Doctor's Car Park</u></b></p> <p>➤ S Ridley gave details of Trees and Bushes that needed cutting back. Mark Fletcher, landowner, had arranged to cut back bushes and trees on this land. Letter of thanks to be sent.</p>	<p>Councillors</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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**g) Long Street Camera**

- It was agreed Parishioners need to be aware that the Camera is operational

**h) Village Hall Kitchen**

- B Melia commented a Community Cafe had been arranged for the 6<sup>th</sup> December 2019. P Morson commented Environmental Health had reviewed the Kitchen.

**i) Remembrance Day – 11<sup>th</sup> November 2019**

- B Garratt reported a Wreath would be laid at the Chapel of Rest (Tamworth) on the 11<sup>th</sup> November 2019.

Suggested Charge details for the Hall are given with Booking Forms.

B Garratt gave details an illuminated Angel to be purchased by the Church and would the Parish Council consider a donation. Cost details to be reported at next Parish Council Meeting.