

DORDON PARISH COUNCIL

Minutes of the Zoom Meeting of Dordon Parish Council
held on Wednesday, 17th March 2021 at 6.30pm

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

Also Present: County Councillor A Wright
Borough Councillor J Chambers
R Young – Clerk to the Council

Ref.	Details	Action
227)	<u>Apologies</u> Apologies for absence were received from P C Redmond.	
228)	<u>Declaration of Interest</u> ➤ P Morson declared an interest in all matters relating to planning.	
229)	<u>Borough and County Councillors Report</u> a) <u>County Councillor's Report</u> ➤ No matters reported. b) <u>Borough Councillor's Report</u> <u>J Chambers</u> Borough Councillor J Chambers reported the following:- ➤ Success of Job Rollout for Seniors has been a tremendous success. ➤ High proportion of Care Staff to receive virus vaccine. ➤ Local Plan out again for Consultation. ➤ Need for more Bins for Dog Waste. P Morson and J Chambers provided £1,500 for a Memorial Bench; if any surplus consider litter/dog bins. Dordon Primary School – children contacted NWBC regarding litter.	

	<ul style="list-style-type: none"> ➤ J Winter said litter and fly-tipping could get worse due to payment needed for certain bins. ➤ WCC consulting on the Transport Strategy. <p>S Ridley asked if WCC include the Polesworth Parkway Station.</p> <p><u>P Morson</u></p> <p>Borough Councillor P Morson mentioned the following:-</p> <ul style="list-style-type: none"> ➤ Attended Planning and Community Environment Board Meetings. ➤ NWBC agreed that any Trees that are cut down then a need to plant a replacement. 	
230)	<p><u>Police Matters</u></p> <ul style="list-style-type: none"> ➤ S Ridley reported that Polesworth Parish Council and Warwickshire Police are in the process of using the Tithe Barn in the future, subject to surveyors checking security. 	
231)	<p><u>Hall Report</u></p> <ul style="list-style-type: none"> ➤ The Clerk asked that the quotations for repair/replacement for Flat Roof repairs are referred to Private and Confidential. ➤ Risk Assessments <ul style="list-style-type: none"> • S Ridley asked if the Parish Council meet all legal requirements. • It was proposed (S Ridley), seconded (P Morson) that a General Parish Hall Risk Assessment be provided as soon as possible. <p style="text-align: center;">Resolved: A General Parish Hall Risk Assessment is produced as soon as possible.</p> <ul style="list-style-type: none"> • D Watts reviewed outstanding risk assessments and commented the Parish Council could be liable due to negligence. • P Morson said he asked North Warwickshire Borough Council to undertake a L8 risk assessment. • D Watts said she had passed a Health and Safety Folder to N Chapman and had tried to contact. • The Clerk to enquire with WALC regarding Health and Safety Training. P Morson to contact the Borough Council with regard to training options. 	

	<ul style="list-style-type: none"> • D Watts commented there was no Health and Safety paperwork available at the time. • The Clerk to also check with Insurers regarding Risk Assessments. • D Watts said a Fire Risk Assessment is needed as soon as possible. • B Garratt had contacted two Health and Safety specialists (University Estates Health and Safety, and School Health and Safety who stated without paperwork cannot open. • N Chapman commented the Fire Service may be able to give advice. • It was proposed (S Ridley), seconded (D Watts) and agreed that regrettably, the Parish Hall should be closed until Risk Assessments completed and compliant with the law. <p style="text-align: center;">Resolved: That the Parish Hall is closed to Users until Risk Assessments completed and compliant with the law.</p> <p>P Morson and C Morson voted against the proposal and B Melia did not vote. Majority of 6 to 2.</p>	
232)	<p><u>Minutes of the Previous Parish Council Meeting held on the 17th February 2021</u></p> <p>It was proposed, seconded and agreed to approve the Minutes of the Meeting held on the 17th February 2021.</p> <p>Resolved: To approve the Minutes of the Meeting held on the 17th February 2021.</p>	
233)	<p><u>Matters Arising from the Minutes</u></p> <p>a) <u>Dordon Hall Lane</u></p> <p>M Newham (WCC) confirmed he would carry out a review of the condition of Dordon Hall Lane.</p>	
	<p>b) <u>Hodgetts Estates</u></p> <p>Steve Maxey, Chief Executive at NWBC replied stating: “We have a very large number of enforcement cases, including cases coming to inquiry, as well as both your Enforcement Officers having to self-isolate”.</p>	

	<p>c) <u>Provision of Bench</u></p> <p>D Watts commented need to monitor provision of Funding.</p>	
	<p>d) <u>Street Light – No. 7, Browns Lane</u></p> <p>The Clerk to enquire regarding repair.</p>	
	<p>e) <u>Parish Council Grants</u></p> <p>It was proposed, seconded and agreed to approve use of the Grant Application Form circulated by B Melia with a maximum of £400.00 for each application.</p> <p>Resolved: To use the Grant Application Form circulated by B Melia with an application maximum of £400.00.</p>	
234)	<p><u>Correspondence</u></p> <ul style="list-style-type: none"> ➤ WCAVA – Youth Work in Dordon – Email dated 16th March 2021 from Sarah Newell. P Morson to discuss with Sarah Newell. ➤ NWBC – Street Naming – Unit 4, Tamworth Logistics Park, Signet Way, Dordon. ➤ NWBC – Local Plan Main Modifications Consultation. ➤ St Leonard’s Church – Letter of thanks for £500.00 donation towards the upkeep of the War Memorial and War Graves. ➤ NWBC – Lindon Morgan – Planning Contravention Notices. ➤ NWBC – Community and Environment Board – 15th March 2021. ➤ NWBC – Safer Communities Sub-Committee – 16th March 2021. ➤ NWBC – Planning and Development Board – 8th March 2021. 	
235)	<p><u>Planning</u></p> <p>a) <u>Planning Applications Received</u></p> <ul style="list-style-type: none"> i) PAP/2021/0103 48, Whitehouse Road, Dordon Re-modelling of property to pitched roof, two storey property with rear extension. ii) DOC/2021/0015 – PAP/2018/0576 Core 42, Business Park, Meridian Drive, Dordon Approval of details required by Condition No. 13 of planning permission PAP/2018/0576 relating to construction management plan. 	

	<p>iii) DOC/2021/0014 – PAP/2018/0575 Core 42, Business Park, Meridian Drive, Dordon Approval of details required by Condition No. 3 of planning permission PAP/2018/0575 relating to construction management plan.</p> <p>b) <u>Planning Decisions</u></p> <p>i) PAP/2020/0686 97 Kitwood Avenue, Dordon Accommodation Annexe Building Permission Granted</p> <p>ii) PAP/2021/0014 Longview, Dunns Lane, Dordon Ground Floor Flat Roof Rear Extension Permission Granted</p> <p>iii) PAP/2021/0060 8 New Street, Dordon Single storey rear extension. Permission Granted</p>																															
236)	<p><u>Website including “History Section for Website”</u></p> <p>➤ B Garratt commented she would like to take over managing the Website from D Watts.</p> <p>➤ It was proposed, seconded and agreed that B Garratt should take over the management of the Website.</p> <p>Resolved: That B Garratt take over the management of the Website.</p> <p>➤ D Watts mentioned a Website Subscription was due for payment.</p> <p>➤ It was proposed, seconded and agreed the Website subscription should be paid.</p> <p>Resolved: The Website subscription was to be renewed.</p>																															
237)	<p><u>Financial Matters</u></p> <p>a) <u>Cheque Payments</u></p> <table border="1" data-bbox="213 1720 1337 2007"> <thead> <tr> <th>Date</th> <th>Cheque No</th> <th>Payee</th> <th>Details</th> <th>Payment Authorised</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>17/03/21</td> <td>104691</td> <td>P Archer</td> <td>Hall Radiators</td> <td>Parish Council</td> <td>1,450.00</td> </tr> <tr> <td>17/03/21</td> <td>104692</td> <td>Citron</td> <td>Disposal Units</td> <td>Parish Council</td> <td>99.83</td> </tr> <tr> <td>17/03/21</td> <td>104693</td> <td>Planning with People</td> <td>N Plan</td> <td>Parish Council</td> <td>5,750.00</td> </tr> <tr> <td>17/03/21</td> <td>104694</td> <td>Potter’s Arb</td> <td>Cutting back trees</td> <td>Parish Council</td> <td>650.00</td> </tr> </tbody> </table>	Date	Cheque No	Payee	Details	Payment Authorised	Amount £	17/03/21	104691	P Archer	Hall Radiators	Parish Council	1,450.00	17/03/21	104692	Citron	Disposal Units	Parish Council	99.83	17/03/21	104693	Planning with People	N Plan	Parish Council	5,750.00	17/03/21	104694	Potter’s Arb	Cutting back trees	Parish Council	650.00	
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17/03/21	104695	HMRC	PAYE	Parish Council	84.75
17/03/21	104696	M G Healey	Handyman	Parish Council	140.00
17/03/21	104697	WALC	Sub-Balance	Parish Council	60.40
TOTAL					£8,234.98

It was proposed, seconded and agreed to issue the above payments.

Resolved: To issue the above payments.

b) Receipts

Village Hall Receipts: £227.00

c) Bank Balance

The Clerk confirmed the Bank Balance at present and mentioned the first payment (50%) of the Parish Precept would be reviewed at the end of April 2021.

238) Any Other Business

- B Garratt reported HGV's/Vans are using the car park by the Doctor's Surgery. P Morson said he would take up this matter if Registration Numbers for the vehicles could be obtained.
 - D Ridley reported that two residents had separately mentioned that industrial plastic and commercial waste was being burned on Dunns Lane. P Morson requested details of address and he will take up with NWBC Environmental Health.
- D Watts mentioned the following:-
- Tile missing from main roof of Hall, East side.
 - Moss needs removing from Car Park at Hall.
 - Jet washing needed around Hall.
 - Disabled handrail needs securing.
 - Tree (Silver Birch) close to building – roots coming through tarmac.
 - S Ridley commented members of the public on social media had requested a Dog Bin on the footpath next to Holly's Wood. B Garratt said the Developer may sponsor a new dog bin.

239) Meeting Date Change

It was agreed to move this item to the Annual Meeting.

240) Parish Council Grant Scheme Form Approval

- This matter had been discussed under Matters Arising.
- The Clerk was requested to put "LGA 1972 – Donation Requests" on the Agenda.

241)	<p><u>Community Store – Six Months Review</u></p> <ul style="list-style-type: none"> ➤ P Morson circulated by email “Dordon Community Store Update” on the 10th March 2021. ➤ D Watts circulated an email on the 15th March 2021 regarding the Community Shop/Café, Health and Safety plus H S Executive “Health and Safety Checklist for Village and Community Halls”. ➤ P Morson circulated update details for the Food Store and Café on the 16th March 2021 by email. ➤ P Morson circulated by email on the 17th March 2021 a “Dordon Food Bank Risk Assessment – Manual Handling”. 	
242)	<p><u>Opening the Village Hall to the Public</u></p> <ul style="list-style-type: none"> ➤ The Clerk gave a resume of contact with Village Hall Users with the general opinion that they would like to re-start in May 2021 on the information available at present. One Hall User did state that restrictions on the numbers that could attend may make it non-viable to return. 	
243)	<p><u>Date of Next Parish Council Meeting</u></p> <ul style="list-style-type: none"> ➤ Wednesday, 21st April 2021. 	

The meeting closed at 8.45pm

P Morson
Chairman