

DORDON PARISH COUNCIL

Minutes of a Meeting of Dordon Parish Council
held on Wednesday, 18th March 2020 at 6.30pm
in the Meeting Room at Dordon Village Hall

Present: P Morson, D Ridley, B Melia, J Winter, S Ridley and D Watts

Also Present: R Young, Clerk to the Council

Ref.	Details	Action
93)	<p><u>Apologies</u></p> <p>Apologies for absence were received from N Chapman, B Garratt, C Morson, J Chambers and A Wright.</p>	
94)	<p><u>Declaration of Interest and Prejudicial Interest</u></p> <p>P Morson declared an interest in all matters relating to planning.</p>	
95)	<p><u>Borough and County Councillors Report</u></p> <p>a) <u>County Councillor's Report</u></p> <p>➤ No matters reported.</p> <p>b) <u>Borough Councillor's Report</u></p> <p>➤ No matters reported.</p>	
96)	<p><u>Police Matters</u></p> <p>➤ The Clerk reported he had not received any Crime Statistics for the Parish.</p>	
97)	<p><u>Hall Report and Updates</u></p> <p>➤ The Clerk reported that several taps in the Hall required attention and could the Handyman attend to this when at the Village Hall. This was agreed.</p>	
98)	<p><u>Minutes of the Previous Parish Council Meeting held on the 19th February 2020</u></p> <p>It was proposed, seconded and agreed to approve the Minutes of the Meeting held on the 19th February 2020.</p> <p>Resolved: To approve the Minutes of the Meeting held on the 19th February 2020.</p>	

99)

Matters Arising from the Minutes

a) HSBC Signatories

- The Clerk reported he was waiting for confirmation of receipt of the new form from HSBC.

b) Parish Hall Keys and Access Code

- The Clerk reported the keys and access codes were available.

c) Dordon Hall Lane

- M Newham of WCC Highways reported that the intention is to carry out a minor scheme along the road in the new financial year to remove the surface course of tarmac where there is no construction and return this to verge. The scheme will also include minor carriageway repairs and installation of positive drainage in the lay-by.

d) Hodgetts Estates

- Email from Gavin Treen (NWBC) reporting the following:-

This relates to the use of that land for commercial vehicles, in this case HGV haulage and logistics from the site.

A meeting was held on 6th February 2020 with the owners of the site and their representative. We were allowed to inspect the site fully and establish the facts that we needed to understand regarding the land use and further levels of those uses, and other related activities. Basically, the site has evolved and there are some nine companies operating in varying degrees for haulage/logistics operations. The operating hours are 24/7, and the site appeared to be generally well managed.

We took the opportunity to explore the lawful use of the site previously and discussed the ways forward in seeking to either regularise or resolve any outstanding matters. This has been detailed further in correspondence to the Hodgetts (owners of the site) and representative (a planning solicitor) and therefore I await presently a response. I have allowed 14 days, so I expect a reply shortly.

In the meantime, desktop research will be ongoing, but in essence, the level of activity is greater than the original commercial use and it will therefore rely on any lawful uses that can be established for the site, in terms of the history, or a new planning application to seek or gain approvals for the present uses and, if necessary, cessation or even enforcement notice/s to ensure the sites operating within the permitted consent/s. Clearly, there is some detailed works still to be carried out and therefore I do not anticipate to be able to update any further for about three weeks. Further to this, I have had detailed

	<p>discussions with Highways, and they have raised concern that the highway must be brought up to date with surface works and possible re-widening of the lane, but that will need to be established with a survey which I am liaising with Highways presently.</p> <p>So I trust this provides the information to keep you updated, and as soon as any decisions are made considering all the above, the Council will be in a position to advise not only the owners of the site but yourselves of the way forward.</p> <p>Thank you for your anticipated cooperation and help.</p> <p>Gavin</p> <p>e) <u>Website</u></p> <ul style="list-style-type: none"> ➤ The Clerk and B Melia confirmed a meeting had been arranged with C Cresswell to outline Website details. 	
<p>100)</p>	<p><u>Correspondence</u></p> <ul style="list-style-type: none"> ➤ NWBC – Robert Beggs – “Your Say On Community Safety”. ➤ WALC – “Engaging with Youth”. ➤ WCC – Temporary Road Closure of Dunns Lane 28th February 2020 to 12th March 2020. ➤ Groundwork UK Y/E 31/03/2020 – Grant £2,500.00. ➤ NWBC – Community and Environment Board – 9th March 2020. ➤ NWBC – Planning and Development Board – 2nd March 2020. ➤ WALC – Consultation Day with WCC – “Engaging with Communities. ➤ Helen Metcalfe – Dordon Neighbourhood Plan. ➤ J Hough – Survey arranged for 5th March 2020. ➤ Allcooper change of name to Securitas security Services Limited. ➤ Email dated the 6th March 2020 from Councillor D Watts to the Parish Clerk stating the following:- <p>D Watts requested that more information was required in relation to Parish accounts. D Watts highlighted that this was asked for at a previous meeting; also nothing had happened. D Watts felt that she was unable to provide accurate authorisation on accounts when on all occasions she just had a name and an amount to go by. D Watts asked for a cheque number, the name of the company, brief description of what the work was for, who it was authorised by. In</p>	

relation to staff, name of staff member, hours worked, hourly rate of pay. When additional hours have been worked, what these were for and who authorised. R Young commented that he would be willing to provide this information.

Please can we also add to matters outstanding that H & S information has been outstanding since September 2019. Despite verbal requests and five chase emails, to date this information is due to be provided. R Young commented that he would ensure that this information was provided in a timely manner.

R Young confirmed he will comply with requests.

101) Planning

a) Planning Applications Received

- i) PAP/2020/0104
Apricot Cottage, Freasley Common, Freasley
Erection of a rear extension.

102) Financial Matters

a) Cheque Payments

Date	Cheque No	Payee	Details	Payment Authorised	Amount £
18/03/20	104632	Past Limited	PAT Testing	Parish Council	120.60
18/03/20	104633	HMRC	PAYE	Parish Council	84.75
18/03/20	104634	M Healey	Grass Cutting	Parish Council	75.00
18/03/20	104635	Citreon Hygiene	Disposable Units in Toilets	Parish Council	93.60
18/03/20	104636	Hough and Co Ltd	Survey	Parish Council	1,176.00
18/03/20	104637	ESPO	Additional Mat	Parish Council	46.80
18/03/20	104638	D Sullivan	Additional Hours to attend Hall for Survey plus Handyman – 5 hours @ £10.00 p/h	Parish Council	50.00
18/03/20	Standing Order	R Young	Fixed Monthly Salary	Parish Council	338.97
18/03/20	Standing Order	D Sullivan	12 hours per week @ £10.00 per hour	Parish Council	520.00
18/03/20	Standing Order	A Reynolds	Wages 3 hours per week @ £8.21	Parish Council	106.73
TOTAL					£2,612.45

Resolved: To approve the above cheques.

	<p>b) <u>Receipts</u></p> <table border="0"> <thead> <tr> <th style="text-align: left;">Details</th> <th style="text-align: right;">Amount (£)</th> </tr> </thead> <tbody> <tr> <td>Slimming World</td> <td style="text-align: right;">360.00</td> </tr> <tr> <td>Jackie Barnes Party</td> <td style="text-align: right;">58.00</td> </tr> <tr> <td>Boxercise</td> <td style="text-align: right;">160.00</td> </tr> <tr> <td>OJM Music</td> <td style="text-align: right;">80.00</td> </tr> <tr> <td>Barnardoes</td> <td style="text-align: right;">180.00</td> </tr> <tr> <td>NWBC Community Cafe</td> <td style="text-align: right;">490.00</td> </tr> <tr> <td>NWBC Wheelie Gang</td> <td style="text-align: right;">270.00</td> </tr> <tr> <td>Groundwork</td> <td style="text-align: right;"><u>2,500.00</u></td> </tr> <tr> <td colspan="2" style="text-align: right;">Total: £4,098.00</td> </tr> </tbody> </table>	Details	Amount (£)	Slimming World	360.00	Jackie Barnes Party	58.00	Boxercise	160.00	OJM Music	80.00	Barnardoes	180.00	NWBC Community Cafe	490.00	NWBC Wheelie Gang	270.00	Groundwork	<u>2,500.00</u>	Total: £4,098.00		
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103)	<p><u>Any Other Business</u></p> <p>a) <u>Oak Tree – Dordon Common</u></p> <p>➤ The Clerk to obtain confirmation that a Tree Preservation Order had been granted for this Oak Tree.</p> <p>b) <u>Additional Grit Bin</u></p> <p>➤ The Clerk to enquire with M Newham (WCC Highways) regarding an appropriate site/location for an additional Grit Bin.</p> <p>c) <u>Village Hall Survey – J Hough</u></p> <p>➤ The Clerk confirmed he had circulated a copy of the Survey to Councillors.</p> <p>d) <u>Parish Council Gold Standard</u></p> <p>➤ The Clerk had circulated copies of the CILCA Guidance including Award Criteria to Councillors for review. The Clerk reported that he understood one Council had achieved the Gold Standard in Warwickshire.</p> <p>e) <u>Whatsapp Communication</u></p> <p>➤ This matter was reviewed.</p>	<p>Clerk</p> <p>Clerk</p>																				

The meeting closed at 8.35pm

P Morson
Chairman