

West Malvern Parish Council

Minutes of the Annual Parish Council Meeting held on Monday 12th June 2017 in the Fisher Hall.

Present

Cllrs. Mr W Shearer (Chairman), Mrs C Bower, Mrs J Burford, Mrs E Harden, Mr C Rouse, Mr A Turner.

In Attendance

Mr C Penn (Malvern Hills Conservators), Mr D Sharp (Clerk).

68/17 Apologies

To consider acceptance of apologies for absence from Councillors: District & County Cllr. Prof. J Raine & District Cllr. N McVey.

69/17 Interests

i. Councillors Declarations of Disclosable Pecuniary Interests (DPI) and Other Disclosable Interests (ODI) regarding items on the agenda: There were none.

ii. Notification of changes to the register of interests: There were none.

iii. To consider written requests from councillors for the council to grant a dispensation for those with Disclosable Interests to take part in discussions or voting: There were none.

70/17 Reports from other representatives

To receive reports from County and District Councillors, Malvern Hills Trust, Tree and Footpaths Wardens and other representatives:

Mr Charles Penn (Malvern Hills Trust) commented on the latest board meeting last week. He also reported that there was currently a consultation on a revision of the 'hunting policy' to keep in line with recent law changes. Rebranding from Malvern Hills Conservators to Malvern Hills Trust was now complete and had generally been well received. Possible changes to the governance of the Trust were still being scrutinised.

71/17 Minutes

To consider for adoption the minutes of the last Parish Council meeting: The minutes of the annual meeting held on 8th May were approved and signed by the Chairman.

72/17 Progress Reports and other matters arising from the minutes: The Clerk confirmed that Mrs Catherine Campbell had already been appointed footpaths warden by WCC following the retirement some years ago of Robin Whittlestone. He was to advertise this locally and request the Parish Council be kept informed of any developments.

73/17 Planning

To consider responses to the following and any late submitted applications:

Application No.	From	Details
17/00546/HP	Mr Mark Wilson 19 Croft Bank	Single extension (Amendment to part of previously approved scheme – 16/00406/HOU)

It was agreed that the Parish Council had no objection to the application.

74/17 Playing Fields

The Clerk was to meet with Matt Scriven, the tree surgeon, to discuss work highlighted in the recent survey. During recent stormy weather some branches had fallen from trees in the playing fields and had been removed by the Chairman and Clerk.

The Clerk confirmed that he had sprayed areas where Japanese knotweed was still evident.

Following damage to the bench in the playground it was agreed to purchase a backless model.

It was suggested that WestFest be asked to pay for the painting of the gas lamps as a community project out of profit from this year's event.

Following receipt of the report from Laura Wood regarding the Bluebell field, it was agreed that some areas of scrub comprising bramble and raspberry would be cut back this autumn. Clerk to arrange with Mick Jewel.

75/17 Allotments & Community Woodland

To consider making a financial contribution to the resurfacing of the track leading to Malvern Outdoor Elements: A donation of £100 was agreed but a contribution from the Allotment Association was to be sought.

76/17 Highways & Footpaths

The Clerk was to investigate any courses available that would allow Michael Barrett, the Handyman, to cover lengthman duties.

A review of the wooden bus shelter by 180 West Malvern Road was to be undertaken.

Clerk to write to the occupier of 238 West Malvern Road, requesting their boundary hedge be trimmed so that it does not restrict the footway.

77/17 Finance

i. Completion of 'Annual Governance Statement': This was approved and completed and signed by the Chairman and Clerk.

ii. Approval of Annual Accounts: These were approved and signed by the Chairman and Clerk.

iii. To consider payment of invoices presented: The following payments were approved:

From/Due to	Date	Amount	Details
Michael Barrett	03/06	£86.20	Bus Shelters (May)
Go Greener	26/05	£216.00	Allotment Skip
Sight Designs	12/06	£238.56	Gas Lamp Maintenance
DA Sharp	12/06	£329.80	Clerk's Fees (£412.20 SP25)
	Total	£870.56	

After these payments are made bank balances will be as follows:

Savings Account B/F	£14,487.04
Savings Account C/F	£14,487.04

Community Account B/F	£15,382.02
Allotment Fee	£15.50
June Payments	-£870.56
Community Account C/F	£14,526.96

78/17 Correspondence

To consider the following correspondence previously circulated:

FROM	* email	SUBJECT
MHDC	*	Consultations – Adoption of Shop Front Design Guide SPD
Gwen Elliot	*	Memorial tree for Lionel Shorstone
Malvern Outdoor Elements	*	Allotment Driveway
Laura Wood	*	Bluebell Report
MHDC	*	Notice of Adoption of Community Infrastructure Levy for the South Worcestershire Councils
WCC	*	Disabled parking bay
Worcestershire Archives	*	Worcestershire World War 100 – events program
Clerk	*(i)	Internal Audit Report

(i) – The Internal Audit report was noted and any recommendations were to be acted upon.

79/17 Councillors' items for Report

It was reported that live music at the Brewers Arms was to cease due to resident's complaints.

Clerk to write to landlady to get clarification.

80/17 Next Meeting

The next Parish Council Meeting will be held on Monday 10th July 2017 in the Fisher Hall.

There being no further business the meeting closed at 9.00 pm.