

Malvern Wells Parish Council

From the Clerk, Sarah Hart

Email: clerk@malvernwells-pc.gov.uk Tel: 07918 102 848 Website: www.malvernwells-pc.gov.uk

Notice is hereby given that a meeting of the Council will be held on **25th November 2020 at 7:00pm via the Zoom conferencing facility.**

Meeting ID: 9014107373

Web link:

<https://us02web.zoom.us/j/9014107373?pwd=TDdLbmN6QTJoN1pzVEkyR3gwVnptQT09>

Web passcode: Mwpc3#

Tel: +44 203 481 5237

Phone passcode: 356723

Residents are invited to give their views and ask questions on the agenda, or to raise issues for future consideration. The time allowed will be at the discretion of the Chairman.

Agenda

1. To **receive** and **consider** Apologies for Absence

2. **Declarations of Interest**

a) **Register of Interests: Councillors are reminded of the need to update their register of interests.**

b) **To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.**

c) **To declare any Other Disclosable Interests in items on the agenda and their nature.**

d) **To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011)**

Councillors who have declared a Disclosable Pecuniary Interest, or another Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items unless a Dispensation has been requested/granted.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3. To **approve** the minutes of the previous meeting held on 28th October 2020 as an accurate record.

4. Progress reports and matters arising – to **note**.

Item	Notes
Policy amendments: Grievance, Disciplinary, Equal Opps, Health and Safety	Clerk has made the amendments and the documents can be viewed on the website.
Jubilee garden sign to be erected.	Being arranged by Cllr Burrage.
Name badges.	Clerk has sent these to Councillors.
Environment Group to recommend to Council a newname for the Working Group.	The Environment Working Group is now named the Public Rights of Way Working Group.
Revised Financial Regulations from F&GP Committee	See agenda item 8a
Appointment of Vice chair	See agenda item 11
ICCM Membership payment.	This was approved by Council at £160 but reduced in price to £22 due to Council joining mid year.

5. **Financial Matters**

a) To **approve** the payment of accounts

b) To **resolve** to state the following as signatories on the HSBC accounts:

Sarah Hart, Keith Wagstaff, Barrie Knibb, Helen Burrage

Malvern Wells Parish Council

From the Clerk, Sarah Hart

Email: clerk@malvernwells-pc.gov.uk Tel: 07918 102 848 Website: www.malvernwells-pc.gov.uk

c) To **resolve** to adopt the following resolutions as set out by the HSBC bank:

3.1 Until the Council cancels this mandate, the Bank is authorised to act on any instructions provided that they have been given by those persons named in the Specimen Signatures section (or authorised by such persons in accordance with the applicable authorisation requirement(s)) as follows: **Please choose one of the following three options**

Any one listed person
solely

or

Any two listed persons
together



or

Other

(for any other instruction write a brief description, for example 'any three from the four signatories', 'any one signatory up to £500' or 'any two signatories up to £1,000' etc.)

Please note in respect of opening additional accounts, making applications for and signing agreements relating to electronic banking and/or telephone banking and debit, credit or charge card facilities, if more than one person is authorised and the Council has allocated individual signing limits, only the individual(s) with the highest limit will be authorised to apply to open additional account(s), make applications and/or sign agreements.

- 3.2 That any debt incurred to the Bank under this mandate shall, in the absence of written agreement by the Bank to the contrary, be repayable on demand.
- 3.3 That the Clerk of the Council is authorised to supply the Bank, as and when necessary, with lists of all persons who are authorised to give instructions on behalf of the Council, and that the Bank may rely on such lists.
- 3.4 That the Council accepts the account(s) and banking relationship with the Bank will be governed by and subject to the Business Banking Terms and Conditions (a copy of which has been provided) as amended from time to time, together with any terms and conditions in respect of specific products and services requested by the Council.
- 3.5 That these resolutions be communicated to the Bank and remain in force until cancelled by notice in writing to the Bank, signed by the Chairperson or Clerk to the Council from time to time acting or claiming to act on behalf of the Council and the Bank shall be entitled to act on such notice whether the resolutions have been validly cancelled or not.

6. Planning

a) To **consider** the following and any late submitted applications:

20/01476/HP	Demolition of existing garage, construction of new garage with attic annexe.	Fair View, 1 Chase Road, Malvern, WR14 4JY
-------------	--	---

7. To **resolve** to adopt Appendix 5 of the Code of Conduct 'Remote Meetings Etiquette' previously circulated.

8. Committee and Working Group Recommendations

a) To **resolve** to adopt the updated Financial Regulations previously circulated.

9. Meeting schedule

a) To **resolve** to adopt the meeting schedule up until May 2021 when the allowance for remote meetings currently ends. Previously circulated.

10. District and County Councillor Reports – to **note**

11. Appointment of Vice Chair

12. Any other matters to report or for future consideration.