

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 Parish Council will be held on **Wednesday October 28th 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. Appointments – to appoint a Vice Chair.

4. To consider and approve the minutes of the previous meeting held on September 30th 2020.

5. Progress reports and matters arising – to note

Item	Notes
Policy amendments: Grievance, Disciplinary, Equal Opps, Health and Safety	These have been sent to the Clerk for action.
Jubilee garden sign to be erected.	Being arranged by Cllr Burrage.
Name badges.	Clerk to send to Councillors.
Environment Group to recommend to Council a newname for the Working Group.	See Agenda item 8d.

6. Financial Matters

a) To approve the payment of accounts

b) To resolve that the Authorised Signatories in the current mandate for Natwest Accounts 08335761 and 89204077 be changed in accordance with the following:

- i. To add Sarah Louise Hart with Authorised Signatory access

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ii. To remove Keith Wagstaff, Malcolm Gordon Victory, David Max Taverner, Simon G Freeman

7. To adopt the revised 2020 Code of Conduct. To note – there will be an annex to be considered at the next meeting to include conduct during remote meetings.

8. Committee and Working Group Report Recommendations

a) Events Working Group

i. Remembrance Day Service

- To agree that the usual Remembrance Day Service at the War Memorial on Sunday 8th November 2020 should not take place.
- That the Chairman of the Parish Council, the President of the WI and a representative of the Wells Primary School should each lay a wreath at a time or times to be agreed with the Clerk.
- Anyone who is present at the time of a wreath laying should socially distance on the pavement opposite the War Memorial.
- The Clerk should obtain contact details of all present at the time of the laying of the three aforementioned wreaths and retain those details for a minimum of 21 days.
- Other parties may lay a wreath at any time other than the times pre agreed with the Clerk providing they adhere to all Covid guidelines.
- The Clerk should publicise the decision of Council through the District Council and the Malvern Gazette and on the Parish Notice Boards.

ii. Sing a Song of Christmas

To cancel Sing A Song Of Christmas for December 2020.

Note 1: If guidelines change to the extent that some form of carol singing celebration is able to take place then the organisers are prepared to try and arrange a suitable event at the last minute.

Note 2: Christmas Hall Decorating 2020 will therefore also not take place. A date in early December 2021 for Christmas hall decorating will be announced in early 2021.

Sing a Song of Christmas 2021 will be planned for the second Friday in December, 10th December 2021

iii. Fete

To agree the date for the fete in 2021 to be held on the second Sunday in September that being Sunday 12th September 2021.

b) Cemetery Working Group

To approve that the Burial Ground Manager (BGM) should immediately commence looking at the objectives submitted, to assess their feasibility and to identify suitable funding from the various funding streams that are known to be available. The BGM would then bring a report to the Cemetery Working Group and to Council with recommendations for discussion and action.

c) Neighbourhood Development Plan Working Group

To remove the two proposed site allocations at Woodfarm Road, and the associated public open space allocation, from the draft NDP.

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d) Environment Working Group

To approve a change of name for the Environment Working Group to the **Public Rights of Way Working Group**.

9. Wells News – Winter Communication

To consider issuing a letter (instead of the Wells News Winter Edition) to all residents communicating Remembrance day plans, the Council decision regarding Sing a Song of Christmas and to advertise the date of the next Fete.

10. Reports to Council

a) Planning Committee – To note.

b) Finance and General Purposes Committee – to note

11. District and County Councillor Reports – to note

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

13. Date of the next meeting – to confirm the date of the next meeting as 25th November.