

## MALVERN WELLS PARISH COUNCIL

Minutes of the meeting of Malvern Wells Parish Council duly convened and held in The Village Hall, Wells Road, Malvern Wells at 7.30pm on Wednesday 26th June 2019

Present: Councillors: - Mrs J Smethurst (Chairman)

Mrs H Burrage	Mrs C O'Donnell
B Knibb	Ms T O'Donnell
J Black	
J Wagstaff	K Wagstaff
D Hunter- Miller	

**Also, in attendance:** David Taverner (Clerk and Responsible Finance Officer) County Cllr Mrs L Hodgson, District Cllr J Gallager Steve Maund – Parish Lengthsman (Until 8 pm)

**36/19** **Apologies for absence:** Councillors Ms J Baker, N Chatten, M Dyde

**37/19** **Declarations of Interest**

**Register of Interests: Councillors were reminded of the need to update their register of interests:** No changes were noted.

**b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature:** There were none.

**c) To declare any Other Disclosable Interests in items on the agenda and their nature:** Cllr Burrage declared an interest in Agenda item 9a- *payment of accounts*- as her husband had submitted a claim for reimbursement of his expenditure on work at the Jubilee Garden.

**38/19** **To Consider Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011):** There were none

**39/19** **Minutes of the Parish Council Annual General Meeting held on 15<sup>th</sup> May, 2019**

The minutes of the Parish Council Annual General Meeting that was held on 15<sup>th</sup> May April, 2019 had been previously circulated. The minutes were **unanimously approved** as a correct record of that meeting and were signed as such by the Chairman.

**40/19** **Minutes of the Parish Council Meeting held on 15th May, 2019**

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**41/19** **Matters arising from the AGM and Parish Council minutes of 15<sup>th</sup> May 2019** -There were none

## 42/19 Reports from Committees and Working Groups

- (a) **Planning Committee -12<sup>th</sup> June 2019.** The Clerk presented the report of the planning committee which took place on 12th June. The report was **noted and accepted** by the Council
- (b) **Gas lamps working group.** There had been no meeting of the group since the previous Parish Council meeting.
- (c) **Communications Working Group**  
There had been no meeting of the working group since the previous Council meeting.

**Facebook notice board.** Cllr Smethurst advised members that the Parish Council's Facebook notice board page had been established and members were encouraged to view the relevant Facebook Page to like, share, make and view posts and/or photos to the site.

**Parish Boundary Signs** – the Clerk had made contact with Malvern Town Council to ascertain the costs of their town boundary signage. The cost of the signs showing the background of Malvern Priory and Priory Church (£6.5K) and a Morgan Motor Car (£4.5K) were thought to be prohibitive. Cllr C O'Donnell advised that she continue discussions with the Chief Executive of Three Counties Showground (TCS) to see if TCS would be prepared to sponsor the purchase of signs to be used for Parish boundary signage. Due regard would be paid to ensuring the location and wording of the signage clearly delineated the traditionally recognised areas within the Parish.

(d) **Open Spaces Working Group**

A further meeting was due to be convened to consider the purchase of new play equipment. The Council had already approved the work on the realignment of the fencing line at the Assarts Road play area at the quoted sum of £3,065 net of VAT. The group would also be considering the potential for the development of a children's play facility on common land at the Fruitlands

The Clerk advised that he was liaising with the MHDC legal team at on the issue of registering ownership of that site and an appointment was to be made with RoSPA to assess the suitability of the site from a safety standpoint.

Work had commenced on for the establishment of a wildflower meadow, in conjunction with an AONB project on a portion of the Assarts Road playing field In summary, the proposals for the playing field are shown below and have been included in the tender documentation which had been sent to local contractors selected by the AONB to bid for the work involved.

	Description	Timing	Comments
1	Closely mow meadow (c.0.1ha)	Between 29 July and 12 August 2019 <sup>1</sup>	Following a period of dry weather
2	Remove arisings and deposit to form compost heap(s) adjacent to the site	Between 29 July and 12 August	Compost heap must be on Parish Council owned land
3	Prepare meadow site by scarifying/harrowing to create 50% bare earth area.	Between 29 July and 12 August	Bare earth areas should be scattered throughout the site and not concentrated in one location. Scarifying/harrowing should be focussed in the southern and south western parts of the site which are dominated by grasses. Northern and north eastern parts of the site should only be very lightly scarified/harrowed
4	Hay cut 0.5 ha of species rich grassland at Malvern Wells Village Green	Between 29 July and 12 August	Village Green is c. 500m from Assarts Road Playing Field
5	Collect green hay from Village Green and scatter by hand onto previously prepared bare earth areas in Playing Field meadow	Green hay should be transferred and scattered on donor site within 24 hours of being cut	Concentrate green hay collection from areas which have the most yellow rattle as these will be the most species-rich
6	Tread in or lightly roll green hay	Between 29 July and 12 August	Nothing heavier than a Ring or Cambridge roller to be used for this task. The aim is to keep the applied seed in the top level of the soil.
7	Remove c. 6 no. non-native shrubs (Bamboo etc.) from area in front of scout hut fence, including removing stumps. Dispose of all vegetation off-site for composting at a licenced site	Between 1 October and 15 November 2019	Do not remove the willow pollard or the small trees

8	Plant c. 6 no. fruit trees on dwarf root stock at intervals along fence boundary to the north and west of the scout hut in front of fence line (to replace removed shrubs).	Between 1 October and 15 November 2019	c. 5 m spacing between trees Trees will be purchased by the client and provided to the contractor for this purpose.
9	Plant 12 native shrubs (i.e. spindle, Guelder Rose, dog rose, and hawthorn) in the NE of the site and adjacent to southern boundary hedge.	Between 1 October and 15 November 2019	Planting along the north eastern edge of the meadow will blend with the small fruit trees and help to informally demarcate part of the meadow area, providing some shade, shelter and variety for insects and other wildlife Planting along the hedge boundary will also provide a transition from mature trees and hedge to open grassland. This will benefit wildlife and provide some interest. Shrubs should be planted several metres apart from each other. Shrubs will be purchased by the client and provided to the contractor for this purpose.
10	Weed undesirable species from verge by hand pulling (or spot application of approved herbicide if necessary) and remove weeds	End of April 2020	
11	Weed undesirable species from verge by hand pulling (or spot application of approved herbicide if necessary) and remove weeds	Mid-June 2020	
12	Mow meadow and remove arisings	End of July/early August 2020	After yellow rattle has seeded.

The project would be partly funded by grant from the Natural networks scheme being administered by the County Council. The work was due to go out to tender bids from local contractors if the Parish Council was supportive

Some objections to the proposals had been made by residents who were concerned that the removal of the shrubs from the Scout Hut area would make it look unsightly and that the proposed planting would take a long time to grow. Fallen fruit from the proposed trees could attract undesirable pests such as wasps, hornets, rodents etc

Steve Maund the Parish Lengthsman was in attendance at the meeting and outlined his support for the proposed scheme. In reply to a question from Cllr Wagstaff it was explained that the proposed new planting would not encroach onto the current play area.

The final estimated costs of the scheme would not be known until all the tender bids from contractors had been received by the AONB.

Some of the costs of the scheme would be covered by grant from Natural Networks (45%) with 55% being funded from other sources including the Parish Council. The Scheme could not progress unless the grant was received. The AONB were seeking an indication of the Council's support so that they could continue with their grant application

It was **resolved** that the Parish Council would support the scheme in principal, pending an evaluation of the actual costs of the project which would need to be contained within the Council's existing budgets.

#### **(e) Events Working Group.**

The Group was next due to meet on 30th July to discuss further planning arrangements for the Summer Fete. Progress on the planning of the event was proceeding well.

Items discussed had included: -

- Advertising
- Site layout
- Entertainment – Ukulele group and Steel band- level of Charity donations to be decided
- Tombola donations – appeal to Councillors being made for donations
- Classic car show arrangements
- Children's games and stalls

The annual Sing a Song of Christmas concert this year will be held on Friday 13th December, with the hall dressing on Tuesday 3rd December. The Methodist Church will be involved this year. The involvement of the Wells school has yet to be confirmed.

#### **(f) Jubilee Gardeners Working Group**

Ian Burrage, -Chairman of the Working Group, had submitted the following report: \_

"The fountain tap had been refurbished and the gardening group have continued to prepare the garden for judging in the It's Your Neighbourhood In Bloom. The judging will take place on Saturday 27th July. The planting has now been

completed. The crazy paving path is being replaced with a gravel path. A plastic stabilisation grid with inbuilt weed membrane will be laid under the gravel. This will mean the path is wheelchair friendly, the amount of gravel used will be reduced and the gravel will be kept in place. Water run-off will also be alleviated. Arrangements are in hand to have the old metal fencing repainted before the judging occurs. An article on the work in the garden will be in the July issue of the Wells News."

As previously reported the Jubilee Fountain tap had been refurbished and installed.

A notice warning about the need to boil the water before drinking was put up before the recent well dressing, but the sign had been removed. It was agreed that the signage should be reinstated immediately. Funding for the required signs could be contained within the Council's approved budget

**g) Cemetery Working Group**

Following the excessive rainfall in early June maintenance work on the cemetery had fallen behind the normal schedule. The Clerk had arranged to meet the cemetery maintenance contractors to review the problems with the overgrowth of grass and plants in certain areas of the cemetery. It was planned to arrange painting of the Oaklands side fencing line before the end of the summer. The Clerk was continuing discussions with the Administrators of a local funeral directors' company, which had been wound up, regarding an outstanding debt which was due to the Council.

**h) Neighbourhood plan working group**

The Chairman advised that an analysis of the responses from the residents questionnaire on the development of the NDP was now being undertaken and relevant information was being extracted and compiled. The Council had agreed to commission a Housing Needs Survey to support the NDP evidence base. A similar survey had recently been carried out by Midlands Rural Housing on behalf of a builder who was looking to develop land in the Upper Welland area. It was important to make it clear to residents that the MRH survey was not backed or supported by the Parish Council.

**44/19 Chairman's correspondence**

**(a)** The Friends of the Chase had sent in a request for funding support for school activities. Following discussion, the Council decided not to support the application.

**(b)** Funding requests had been received to support the provision of new defibrillator units for Assarts Road and the Fruitlands Estate. It was pointed out that the Council had already helped to fund defibrillator units nearby at:

- The Wells School
- The Wyche Institute
- The McColl's shop on the Wells Road
- The Methodist Chapel in Upper Welland

In addition, the Council had already promised to contribute to fundraising efforts being made by a group to purchase a defibrillator for Fruitlands estate when a suitable location had been found for the installation of the equipment.

**(c)** The issue of cars being parked on the pavements along the Wells Road was

raised. The police had previously advised that, where there were concerns that pavements were being obstructed as a result, then the details of the vehicles causing the such problems in this regard should be reported to them

**45/19 Payment of Accounts.** The following accounts were approved for payment: -

REF	Payee	FOR	NET £	VAT £	GROSS £
1445	N POWER	CEMETERY ELECTRICITY	83.39	4.17	87.56
1446	ADRIAN HOPE TREE SERVICES	TREE SURGERY	650.00	130.00	780.00
1447	BHIB LTD	INSURANCE PREMIUM	1,668.76		1,668.76
1448	MARTIN THOMAS	OUTDOOR WORK MAY/JUNE	578.50		578.50
1449	STEVE MAUND	OUTDOOR WORK MAY/JUNE AND GRASS CUTTING	2,964.00		2,964.00
1450	HMRC	PAYE AND NAT INS JUNE QTR	635.97		635.97
1451	DAVID TAVERNER	SALARY JUNE	1,698.88		1,698.88
1452	NEST PENSION	PENSION AUTO ENROLLMENT	112.54		112.54
1453	LEXIAN IT	WEBSITE BACK UJP	100.00		100.00
1454	IAN BURRAGE	JUBILEE GARDEN PATH AND PLANTING	255.73	49.14	304.87
		<b>TOTALS</b>	<b>8,747.77</b>	<b>183.31</b>	<b>8,931.08</b>

#### **46/19 Reports from representatives on other bodies**

##### **(a) District and County Councillors reports**

These reports may be viewed at [My Parish publications](#)

##### **(b) Malvern Hills CALC- Cllr B Knibb**

Cllr Knibb had attended the recent CALC executive meeting and had met Christopher Hayman the new CALC Executive officer, who had advised that there was due to be an update of the CALC website Facility.

At this stage of the meeting the Council unanimously resolved to pass the following resolution: -

*"That, pursuant to the Public Bodies Admission to Meetings Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press should be excluded from the remainder of the meeting. The reason being the potential purchase of land where details may be commercially sensitive*

*Not for publication until 22nd July 2019*

**47/19 Potential Amenity Land purchase**

An opportunity had arisen for the Council to make a bid to purchase 4.16 Acres of land that was being marketed for sale at a site off the Hanley Road. The land could potentially be used for a future extension of the Parish Cemetery or held for use as general amenity.

The land was being advertised for sale at a guideline price of £48K

The deadline for the submission of Tender bids, to the selling agents, had been set as noon on 19<sup>th</sup> July.

The Clerk advised that the Council was holding a cash backed amount of £85K in its reserves which had been earmarked for the purchase of Cemetery land (£45k) and future Community development (£40K). In view of the proximity of the bid deadline it would not be possible to carry out a full public consultation on the proposed purchase, but many residents had shown their consent to the purchase of such an asset which could be used for future community projects and/ or a future extension of the Parish Cemetery.

The Clerk advised that he would be seeking an independent valuation of the site to demonstrate that the purchase of the land would represent good value for the Parish.

Following discussion, it **was resolved** that the Council should submit a tender bid to purchase the land. The offer being limited to no more than 10% over and above the level of the independent valuation of the site. Cllr Hunter-Miller voted against the proposed purchase expressing his concern about such a level of expenditure being committed without wider ranging consultation having taken place.

There being no further business to transact the Chairman closed the meeting at 9.30 pm.

Minutes approved.....

Chairman  
31<sup>st</sup> July,2019