

# West Malvern Parish Council

## Minutes of the Parish Council Meeting held on Monday 10<sup>th</sup> May 2021 at The British Legion Club at 7:30pm.

### Present

Cllrs. A Turner (Chairman), Mrs J Burford, Mr L Gregory, Mr C Rouse, Mr T White.

### In Attendance

District & County Cllr. N McVey, and Mr D Sharp (Clerk).

Since the last meeting Cllr. Mrs Catherine Bower had resigned and the Clerk confirmed he had notified MHDC and posted the appropriate notices.

### 53/21 Election of Chairman

Cllr Turner was elected unanimously and completed his 'acceptance of office'.

### 54/21 Apologies

**To consider acceptance of apologies for absence from Councillors:** Cllr. Ms C Baxter (Accepted) also District Cllr. Prof. J Raine and Mr C Penn (Malvern Hills Trust).

### 55/21 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.

### 56/21 Election of officers, committees, working groups and Parish Council representatives:

The following positions were elected:

Vice Chairman – Cllr. Gregory

Community Woodland Working Group – Cllrs. Gregory, Turner & White

Playing Fields Working Group – Cllrs. Turner, Baxter & White

Tree Wardens – Mr Robert Eyre

Footpaths Warden – Mrs Catherine Campbell's appointment by WCC was noted.

Allotment Wardens – The Chairman, Secretary and Treasurer of the Allotment Association

Allotment Association representatives – Cllr. Turner

Playground Inspector- Cllr. Baxter

Village Hall Representative – Cllr. Burford

### 57/21 Reports from other representatives

**To receive reports from County and District Councillors, Tree and Footpaths Wardens and other representatives:**

**District & County Cllr. Natalie McVey** paid thanks to Prof. John Raine who had not stood for re-election onto Worcestershire County Council earlier in the month and that following her election to the post of County Councillor she would continue the good work that he had undertaken and would be particularly keen to promote community engagement. She also mentioned the latest grant schemes available for businesses to access via the District Council.

### 58/21 Minutes

**To consider for adoption the minutes of the last Parish Council meeting:** The minutes of the meeting held on 12<sup>th</sup> April were approved and were signed by the Chairman.

### 59/21 Progress Reports and other matters arising from the minutes

**To consider allocating funding to West Malvern Primary School for roof repairs:** Mr Nick Brown from the board of governors gave an overview of the scheme that consisted of the replacement of the rooftop playground surface and was to cost in the region of £62,000. The School was required to fund 10% of the cost and it was agreed that the Parish Council would allocate £3,100 to the scheme which represented half of that requirement.

**235 West Malvern Road:** Elaine Godwin from MHDC had previously updated the council that she was to prepare a formal Section 239 Notice for the owner to meet her and Standards Enforcement Officer, Joanne Lomax at the property sometime after 21 June, when Covid restrictions were hoped to end.

**Lamb Inn:** No further news had been received regarding enforcement.

### 60/21 Planning

**To consider response to any late submitted applications:** No applications had been received.

**20/01330/HP - 5 Lamb Bank:** Details of the appeal refusing permission were circulated.

**20/01271/FUL - 230B West Malvern Road:** Details of a proposed reduction in height of the property by 500mm were received and the following response was agreed: 'Whilst the reduction in height by 500 mm is welcome it does not address the other concerns of the Parish Council which still stand'.

### 61/21 Playing Fields

Cllrs. Baxter and White were to meet with the Clerk on site later in the week to look at options for playground improvements and would report back at the next meeting.

### 62/21 Allotments & Community Woodland

The Clerk was to look at further options for the replacement fencing with Cllr. Rouse.

### 63/21 Highways & Footpaths

Concerns over a bridleway's accessibility had been reported to the Clerk and he confirmed that he had passed this to Jon White the Rights of Way Officer for this area.

### 64/21 Finance

#### *i. To consider payment of invoices presented:*

The following payment was made between meetings and was ratified:

From/Due to	Date	Amount	Details
HM Revenue & Customs	12/04	£266.40	PAYE (Jan-Mar)
	<b>Total</b>	<b>£266.40</b>	

The following payments were approved:

From/Due to	Date	Amount	Details
J Burford	10/05	£120.00	Village Handyman (April)
British Gas	19/04	£674.04	Gas Lamp Supply
Zurich Municipal	01/06	£1,310.88	Annual Insurance
DA Sharp	-	£100.00	2 <sup>nd</sup> ½ Expenses 2020/21
DA Sharp	10/05	£355.35	Clerk's Fees 35hrs (Gross £444.15 SP17)
	<b>Total</b>	<b>£2,560.27</b>	

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

<b>Savings Account B/F</b>	<b>£14,550.50</b>	<b>Community Account B/F</b>	<b>£16,227.96</b>
Interest	£0.36	Allotment Rents	£75.05
		MHDC Precept	£8,700.00
		Pre Payments	-£266.40
		May Payments	-£2,560.27
<b>Savings Account C/F</b>	<b>£14,550.86</b>	<b>Community Account C/F</b>	<b>£22,176.34</b>

*ii. To confirm appointment of internal auditor:* Mr Steve Tustin was duly appointed.

### 65/21 Correspondence

*To consider the following correspondence previously circulated:*

FROM	* email	SUBJECT
Misc	*	Empty Property - West Malvern Road
MHDC	*	Update for town and parish councils
MHDC	*	Cancelled: Urban Design Planning Training scheduled for Monday 26/4/21
Misc	*	Bridleway hazard
Clerk	*(i)	Village Hall
WCC	*	B4232 West Malvern Road (No Stopping on School Keep Clear Markings)
Clerk	*	Risk Assessment for Meetings
CPRE		Countryside Voices

(i) The Clerk was to contact Richard Timney to discuss negotiations with the Diocese regarding the title to the village hall.

### 66/21 Councillors' items for Report

A meeting was to be set up with David Clarke from MHDC to discuss Neighbourhood Development Plans.

It was agreed that the primary school could arrange a camping evening on the playing fields in early July.

### 67/21 Next Meeting

The next Parish Council Meeting will be held on Monday 14<sup>th</sup> June 2021. Due to ongoing Covid restrictions this was to take place in the main village hall commencing at 8:00pm.

There being no further business the meeting closed at 9:00 pm.