

West Malvern Parish Council

Minutes of the Parish Council Meeting held on Monday 27th June 2022 in West Malvern Village Hall at 7:30pm.

Present

Cllrs. Mr A Turner (Chair), Ms C Baxter, Mrs J Burford,, Mr C Rouse, Mr S Sanoon and Mr T White.

In Attendance

District Cllr. Prof. J Raine and Mr D Sharp (Clerk).

In the absence of the Chairman and Vice Chairman Cllr. White chaired the first part of the meeting.

79/22 Public participation

The Council invites local residents attending the meeting to make comments and suggestions, and question the Parish Council on issues on the agenda, or raise issues for future consideration: No matters were discussed.

80/22 Apologies

To consider acceptance of apologies for absence from Councillors:

Cllrs. Mr L Gregory and A Turner (delayed). Approved. Also District & County Cllr. N McVey and Mr C Penn (Malvern Hills Trust).

81/22 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: Some councillors had pledged funding to the community purchase of the Brewers Arms. They were to contact the Monitoring Officer to ask how best to register this interest.

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.

82/22 Reports from other representatives

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

District Cllr. Prof. John Raine reported that more road closures were planned in the area and the timetable and running of the Chase School bus was ongoing. The District Council was now running smoothly following the recent changes to Leader and committees. He expected

83/22 Minutes

To consider for adoption the minutes of the last Parish Council meeting: The minutes of the meeting held on 9th May were approved and were signed by the Chairman.

84/22 Planning

i. To consider response to the following and any late submitted applications:

Application No	From	Details
M/22/00726/HP	Maynard House 11 Croft Bank	Replacement pool room. Decking and landscaping works to garden.

The following response was agreed:

M/22/00726/HP - "The Parish Council has concerns that the balcony on the new pool house would unduly overlook the neighbouring property and create a loss of privacy".

ii. Decisions Notified

M/22/00536/HP – 72 West Malvern Road - Approved

M/22/0433/HP – Woodland House, West Malvern Road - Approved

85/22 Website and Emails

Update on dedicated web site and councillor/clerk email addresses: It was agreed to advertise a £250 prize for the design of a logo. It was also agreed to offer to host The Hills Echo on the site and to contact the local History Archivist to offer space on the new website. Councillors were also asked how they would like the email addresses titled.

Cllr. Turner arrived and Chaired the remainder of the meeting.

86/22 Code of Conduct

To consider adopting the revised Code of Conduct: It was agreed not to adopt the code until certain queries were clarified. Clerk to inform Monitoring Officer.

87/22 Playing Fields and Open Spaces

i. To consider feasibility of installing a cycle track on the playing fields: A meeting was to be held with a local resident and keen cyclist to help assess what was required. Councillors were keen that any track should be mainly targeted for use by Primary School children.

ii. Update on playground improvements: The Clerk noted that the Broadlands Drive site was closed at the weekend which indicated that no properties had been occupied yet. Consequently the S106 funding was not yet available.

88/22 Allotments & Community Woodland

No matters were discussed.

89/22 Highways & Footpaths

A quotation to cut the permissive path in the Bluebell field was approved. Work to commence as soon as possible.

90/22 Finance

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

ii. Approval of Annual Accounts: These were approved and signed by the Chair and RFO.

iii. Completion of AGAR requirements: The Clerk confirmed that the necessary papers would be forwarded to the external auditor and also posted on the Parish Council website.

iv. To review effectiveness of internal financial controls: The current controls were agreed to be sufficient for the Parish Council's needs.

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

From/Due to	Date	Amount	Details
JR Burford	31/05	£96.00	Village Handyman (May)
Malvern Town Council	31/03	£324.00	Rubbish Collection and Grass Cutting
Water Plus	16/06	£40.29	Allotment Water Supply
Anthem (UK) Ltd	20/06	£50.00	Internal Audit
DA Sharp	09/05	£362.65	Clerk's Fees (Gross £453.25 SP17)
Total		£872.94	

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

Savings Account B/F	£14,552.41	Community Account B/F	£15,978.28
		Allotment Rents	£45.90
		Bank Charges	-£18.00
		June Payments	-£872.94
Savings Account C/F	£14,552.41	Community Account C/F	£15,133.24

vi. To consider Parish Council banking provision: It was agreed to move the Parish Council's accounts to Unity Bank from HSBC. Clerk to initiate action.

91/22 Correspondence

To consider the following correspondence previously circulated:

FROM	SUBJECT
MHDC	Parish and Town Councillor Conference - 17 May 6-8pm
Resident	Street Cleaning in West Malvern
20s Plenty	20 MPH Speed Limit
MHDC	May Malvern Hills Business e-Bulletin
MHDC	Parish and Town Councillor Conference - presentation slide
WCC	Road Closure – Lower Road 14 th July – 2 Days
West Mercia PCC	Town and Parish Council Survey 2022
Clerk	Code of Conduct
Brian OConnell	Brewers Arms update
Malvern Town Council	Mayor of Malvern's Charity Ball
MHDC	June Malvern Hills Business e-Bulletin
WCC	Road Closure – Mathon Road 11 July – 3 Days

92/22 Councillors' items for Report

Cllr. Rouse asked councillors to view grassland management strategies on 'Herefordshire Meadows' website.

It was agreed that the village Handyman should repair the front of the 'Terminus' bus shelter.

93/22 Next Meeting

The next Parish Council Meeting will be held on Monday 11th July 2022 in West Malvern Village Hall commencing at 7:30pm.

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