

# West Malvern Parish Council

## Minutes of the Parish Council Meeting held on Monday 12<sup>th</sup> June 2023 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.

### In Attendance

District Cllr. Prof. J Raine, Mr D Sharp (Clerk) and two members of the public.

Prior to the start of the meeting councillors completed their 'declaration of acceptance of office' following the local elections held on May 4<sup>th</sup>.

### 72/23 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.

### 73/23 Apologies

**To consider acceptance of apologies for absence from Councillors:** District & County Cllr. N McVey and Mr C Penn (Malvern Hills Trust).

### 74/23 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.

### 75/23 Reports from other representatives

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

**District Cllr. Prof. John Raine** reported that the newly elected District Council's first meeting had been held last week. Cllr. Tom Wells had been elected Leader and Cllr. Natalie McVey as Deputy. The first Executive Committee meeting was to take place next week.

**James Leahy, Parish Website Administrator**, confirmed that he would help councillors set up emails and also provide links to the WCC Parish website for official council documents such as agendas and minutes.

**District & County Cllr. Natalie McVey** had reported electronically that she was to help fund a defibrillator at the West Malvern Club and that a shuttle bus service was to be in place during the proposed closure of West Malvern Road in July.

**Cllr. Rouse. Malvern Hills Trust Member**, reported that the Trust was to consider funding of up to £400K for a private bill to alter its constitution which would give it more economic freedom.

### 76/23 Minutes

**To consider for adoption the minutes of the last Parish Council meeting:** The minutes of the meeting held on 22<sup>nd</sup> May were approved and were signed by the Chairman.

### 77/22 Planning

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

Application No	From	Details
M/23/00336/HP	Vernon Lodge Harcourt Road	Single storey rear extension with roof terrace to replace existing conservatory. Balcony railing removed and replacement window at Second floor glazed door. Replace existing windows at Kitchen with new glazed doors. Amendments.
M/23/00171/HP	Orchard Cottage Park Road	Replacement porch including raising roof slope to existing kitchen

The following comments were agreed:

M/23/00336/HP: 'Following review of the amended plans, the parish council has no objection to the application'

M/23/00171/HP: 'The Parish Council has no objection to the application'

### 78/23 Playing Fields and Open Spaces

**Update on playground improvements:** One of the round-a-bout seats was to be replaced and the climbing frame painted.

The Clerk confirmed that he had replaced two slats on the climbing frame floor as a temporary measure and had reported a fallen tree in the Bluebell Field to Madresfield Estate.

The Clerk was to get costings for new goal nets for the upper field.

### 79/23 Allotments & Community Woodland

The handyman was to be asked to trim around the paths in the woodland and other open spaces.

### 80/23 Highways & Footpaths

A section of newly patched tarmac near 192 West Malvern Road had sunken and was to be reported.

### 81/23 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 Accounting Statements and Certificate of Exemption were completed and signed by the Chairman and Clerk/RFO.

**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 made between meetings and were ratified:

From/Due to	Date	Amount		Details
Water Plus	-	£56.21	BT	Allotment Water Supply (7001575881)
Water Plus	-	£85.79	BT	Allotment Water Supply (7002255602)
	<b>Total</b>	<b>£142.00</b>		

The following payments were approved:

From/Due to	Date	Amount		Details
JR Burford	31/05	£112.00	CH	Village Handyman (May)
Water Plus	-	£31.85	BT	Allotment Water Supply (7002255602)
B&Q / Toolstation	-	£14.48	BT	Playground Decking / Allotment tap
West Malvern Club Ltd	-	£700.00	BT	Donation towards defibrillator
Malvern Town Council	12/06	£588.00	BT	Grass Cutting/Rubbish Removal
DA Sharp	12/06	£390.65	BT	Clerk's Fees (Gross £488.25 SP17)
	<b>Total</b>	<b>£1,836.98</b>		

BT – Bank Transfer

CH - Cheque

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

<b>Savings Account B/F</b>	<b>£14,742.10</b>	<b>Community Account B/F</b>	<b>£16,323.38</b>
		Pre Payments	-£142.00
		June Payments	-£1,836.98
<b>Savings Account C/F</b>	<b>£14,742.10</b>	<b>Community Account C/F</b>	<b>£14,344.40</b>

### 82/23 Councillors' items for Report

District Cllr. John Raine was to report concerns over the dilapidated state of 235 West Malvern Road. He was also to report the encroachment onto the highway during development works to The Old Bakery on West Malvern Road.

### 83/23 Next Meeting

The next Parish Council Meeting will be held on Monday 10<sup>th</sup> July 2023 in West Malvern Village Hall commencing at 7:30pm.

There being no further business the meeting closed at 8:30 pm.