

Little Malvern & Welland Parish Council

Minutes of the Annual Parish Council Meeting held on Monday 19th June 2023

<https://www.wellandparishcouncil.org.uk>

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Present

Cllrs. Mr M Davies (Chair), Dr A Davis, Mr P Hancock, Mrs V Nelson, Dr J Mortimer, Mrs M Sumner and Mr M Whaley.

In Attendance

County Cllr. Mr T Wells, District Cllrs. Mr J Gallagher and Ms C Wilde, Mr D Sharp (Clerk) and four members of the public.

75/23 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.

76/23 Apologies

To consider acceptance of apologies for absence from Councillors: Mrs M Renton (accepted). Also County Cllr. Mr M Victory.

77/23 Interests

i. Councillors Declarations of Disclosable Pecuniary Interests, Other Disclosable Interests and Non Registrable Interests regarding items on the agenda: Cllr. M Davies declared an ODI in agenda item 13vi concerning a grant to the Pursors Orchard Group, since he was a member of that group. .

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: Cllr. M Davies was granted a dispensation to discuss but not vote on the donation of a grant to the Pursors Orchard Group. This dispensation would last up to the next ordinary election.

78/23 Co-Option

To consider applications for co-option onto the Parish Council: Mrs M Sumner was co-opted on to the Parish Council and she duly completed her 'acceptance of office'.

79/23 Planning

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

Application No	At	Details
M/23/00615/HP	Church Villa Gloucester Road	Two-storey side extension

The following response was agreed:

"The Parish Council has no objection to the principle of development but would like to ensure that the proposed windows on the upper floor do not unduly overlook the neighbouring property."

ii. Decisions notified:

M/22/01685/FUL - Sunnymede, Gloucester Road - Refused

80/23 Minutes

To consider for adoption the minutes of the Annual Parish Council meeting held on 15th May 2023:

These were accepted as an accurate record and they were signed by the Chairman.

81/23 Progress reports and matters arising from these minutes

No matters were discussed.

82/23 Reports by District and County Councillors and other Representatives

County Cllr. Tom Wells confirmed that there was a boundary review of the county council by the Boundary Commission. This was being compromised, he believed, by incorrect data being used.

There was a new 'on demand' bus service in the Welland area that could be accessed either by 'app' or phone. Review of this was ongoing.

District Cllr. Christine Wilde introduced herself to councillors and residents. As newly elected she was busy with induction courses but would show particular interest in environment, health and well-being. She was currently reviewing hospital waiting times and monitoring the new A&E project at Worcester.

District Cllr. John Gallagher introduced himself to councillors and residents as electee of the newly created Castlemorton, Welland and Wells Ward with Cllr. Wilde.

83/23 Committee, Working Party & Other Representative Reports & Recommendations

i. Neighbourhood Planning Working Group: Following the six week Regulation 16 consultation, which was due to commence at the end of the week, all responses would be reviewed by the independent examiner who would indicate and amendments required to the Plan in September. A referendum would then be arranged.

ii. Communications Working Group: *To consider future use on the 'W' logo:* It was agreed to investigate how to copyright the 'W' logo. The next Newsletter was being prepared.

iii. Playing Fields/Open Spaces Working Group: *To consider proposed works to the Tree in the Village Hall car park:* It was agreed to submit an application to remove the basal growth to the tree to facilitate parking.

The annual maintenance of Spitalfields was underway. A new gate was to be installed where some fencing had been removed to facilitate access for maintenance vehicles.

iv. Events Working Group: The income from the Coronation event had been paid into the Fete account.

v. Orchard Working Group: The orchard was being well used and picnic benches were planned to be installed.

vi. Highways Working Group: *To consider maintenance of the defective speed sign on Gloucester Road:* A member of the public was to assess and fix, if possible, the smaller mains operated speed sign on Gloucester Road.

County Cllr. Tom Wells committed £1,000 from his ward budget to enhance road safety in the parish which could be used to purchase future Speed Indicating Devices. He also suggested commissioning speed surveys at sites prior to their installation and then further surveys later for comparison.

vii. Footpaths Working Group:

a. *To consider the outline schemes for S106 footpaths improvements and authorise submission of a S106 grant application up to a maximum amount to be discussed:* Four footpaths were earmarked to have their surfaces improved to aid and encourage more public use and an S106 grant application was to be submitted requesting up to £75,000 funding.

b. *To consider the principle of acquiring a strip of land from Guild Homes Ltd to create a footpath to Drake Street:* This was agreed and the Clerk was to write to Guild Homes for consideration.

viii. S106 Working Group:

It was noted that £266K in funding was still to be claimed. £164K to be claimed before 1st March 2024 otherwise there was a risk it would be repaid to the original contractors.

A 3D design for a pump track was now expected to be ready in August.

ix. Pavilion Working Group: A survey had been undertaken to install PV panels on the roof and the quotation was awaited.

84/23 Community Builder

Two more applicants had enquired about the position following the advert in 'All About Malvern'. Those interested were to be asked to submit CVs with a covering letter.

85/23 Parish Council Promotions

Vo Fletcher had been booked for November and the Budapest Cafe Orchestra for December.

86/23 Correspondence

To consider the responses to the following correspondence previously circulated:

FROM	SUBJECT
CALC	Updates
NALC	Chief Executive's Bulletin
Boundary Commission Clerk	Division Boundaries for Worcestershire Consultation New Savings Account
MHDC	May Malvern Hills Business e-Bulletin
WCC	Road Closure – Drake St – 13 Days - 29 /06
Misc.	Pheasant Inn
WCC	Local Government Boundary Commission briefings 1/5 June
MHDC	Community Builder - Logo, Monitoring and next steps
Football Foundation Malvern Hills AONB Partnership Clerk	EOI – Grant Funding - Pavilion Kitchen – Welland Juniors Consultations Pavilion PV Panel Survey
MHDC	Grant Funding Workshop for Community Builders – 19/07
Clerk	Safe Haven First Aid Training
MHDC	Footpath S106 Grant Application
Parish Online	Website
CALC	Malvern Hills Area Committee Annual Meeting 26/6
MHDC	June Malvern Hills Business e-Bulletin
WCC (i)	Road Closure – Garrett Bank – 3 Days - 26/07

(i) – WCC were to be notified that this date clashes with Welland Steam Rally.

87/23 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 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 review financial risk assessment: This had been circulated by the Clerk and it was approved.

vi. To consider a grant to Pursers Orchard Group recognising the contribution of POG volunteers to Parish Council assets: The group had installed the new noticeboard by the shop and were to be awarded a grant of £1,000.

v. To consider payment of invoices presented:

The following payment was made from the **Funding Account** between meetings and was ratified:

From/Due To	Date	Amount	Details
Becky Mills	01/06	£85.44	Entertainer Fee

The following payment was made from the **Main Account** between meetings and was ratified:

From/Due To	Date	Amount	Details
Ellis Dawe	15/06	£282.66	Spitalfields Gate

The following payments were approved from the **Main Account**:

From/Due To	Date	Amount	Details
J Moore	23/05	£260.00	Lengthman Duties (May)(Incl. £4 for April)
J Moore	13/06	£400.00	Work at Welland Court Cemetery
Broadleaf Tree Care	15/05 26/05	£960.00	Grass Cutting
Steve Maund	11/06	£380.00	4 x Spitalfields Grass Cutting
Parish Online	10/06	£54.00	Annual Mapping Fee
All About Local Ltd	16/05	£208.80	Community Builder Advert
E Hardman	19/06	£150.00	Handyman (£150 Gross - tax coding 1251L)
D Sharp	19/06	£446.40	Clerk's Fee (40 hrs @ SCP 17. £558.00 Gross)
TOTAL		£2,859.20	

Accounts Summary

Reserves Lloyds B/F	£2,986.14	
Interest	£1.90	£2,988.04
Saver Account	£0.00	
Transfer	£30,000.00	
Interest	£37.83	£30,037.83
Fête Account	£450.20	
Coronation Event	£1,251.93	£1,702.13
Buildings Account	£6.47	£6.47
Neighbourhood Plan Ac.	£0.00	£0.00
Funding Account	£1,976.41	
Becky Mills	-£85.44	
Ticket Source	£85.44	
Ticket Source	£67.54	£2,043.95
Total C/F		£36,778.42

Main Account B/F	£61,290.41
Community Builder Funding	£13,000.00
Transfer to Saver Account	-£30,000.00
BT Broadband	-£280.48
Pre Payments	-£282.66
June Payments	-£2,859.20
Main Account C/F	£40,868.07

88/23 Any other matters for report or for future consideration

Cllr. Davies confirmed that he had applied to WCC Countryside Services for the position of Footpath Officer.

It was agreed that Cllr. Hancock would continue to represent the Parish Council on the 4Cs Group.

89/23 Date of the next meeting

The next Parish Council Meeting would take place on Monday 17th July 2023 at 7.30pm in Welland Village Hall.

There being no further business the meeting closed at 10:05 pm