

West Malvern Parish Council

Minutes of the Parish Council Meeting held on Monday 14th March 2025 in West Malvern Village Hall at 7:30pm.

Present

Cllrs Mr A Turner (Chair), Ms C Baxter, Mrs J Burford, Mr G Harnden, Mr S Rouse, Mr S Sanoon
Clerk: Mrs A Briggs

In Attendance

County and District Cllr. N McVey, District Cllr. Prof. J Raine, Mrs A Briggs (Clerk)

43/25 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.

44/25 Apologies

To consider acceptance of apologies for absence from Councillors: There were none.

45/25 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.

46/25 Reports from other representatives

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

Cllr McVey gave an update on local road closures and that the wall which was damaged on the Redan Bend last August hasn't yet been repaired. She's also had requests from residents for traffic calming measures to be introduced along West Malvern Road. Cllr McVey to speak to WCC. She reported that a child had been hit by a car by North Leigh Primary School and in light of this she'll speak to the school with a view to introducing a School Street Initiative. She gave thanks to the PC for helping with the finance side of the Nina Coulson project. The community Facility Legacy Grant Scheme has been launched and Cllr McVey brought this to the attention of the PC. She said that the PCSO's hours are to be cut and that there's a public consultation concerning this in case the PC wanted to lodge any comments.

Cllr McVey along with Cllr Raine gave an update on the devolution process and where we are at the present time.

47/25 Minutes

To consider for adoption the minutes of the last Parish Council meeting: The minutes of the meeting held on 10th March were approved and were signed by the Chair.

48/25 Progress Reports The Chair raised a point that the new Clerk's contract needed to be generated – two options available – that a long winded version from NALC be used, or an amended contract which the Clerk already has. The PC chose the latter; Clerk to send copy of contract to the Chair. A discussion also took place concerning the new Clerk's appointment (clerk leaves meeting) as an official vote hadn't taken place. Unanimous vote in agreement of her post and that she will be on the same grade as David Sharp (SP17). (Clerk returned). It was noted that Cllr Sanoon asked the Clerk whether she's settling in well. She said she was and that David Sharp is being supportive.

The Chair said he'd met David at the allotments where they'd discussed a couple of ongoing issues. It was noted at this point that Cllr Baxter will oversee the playground and Cllrs Harnden and Sanoon would primarily oversee gas lamps (although other Councillors would check lamps near their homes). Clerk to send gas lamp location list to Councillors, along with contact details for Brian Harper (Sight Designs).

Cllr Baxter confirmed the resurfacing of the path will take place on Tuesday 22nd April and in her absence asked if anyone could attend. With ref to the big Viking swing - Cllr Harnden has recommended blacksmith Paul Johnson to take a look and to also see if he can shorten the buffer zone on the zip wire. Cllrs Baxter and Harnden to meet Paul Johnson and ask for a quote which will be forwarded to the PC.

(Telephone Boxes discussed at 50/25 below).

49/25 Planning

i. To consider responses to any late submitted applications:

Application No	At	Details	Decision
M/25/00377/HP.	Westwood Lodge, Park Road, Malvern, WR14 4DS	Rebuild existing single-storey extension in North East corner of dwelling on same footprint, rebuild front porch on same footprint, removal of existing garage to reveal blocked original window.	Approved by all.

ii. Decisions Notified. None.

50/25 Playing Fields and Open Spaces

Update on track resurfacing – discussed above at 48/25. A discussion took place around the opening ceremony as it's important to have all works undertaken on the play area. After discussion it was agreed to combine with West Fete and to have the opening ceremony first, followed by West Fete. Chair to speak to John Brook via Phil Roberts. A brief discussion took place concerning Leevo Productions who were tentatively booked but nothing more was heard. Clerk to confirm with them that they will not be attending.

Telephone Boxes: The one by the terminus may need some work done on the wood by the top of the door. Cllr Harnden to take photos and report back. Cllr Baxter said she hadn't heard back from the young man who was going to replace the broken glass on the one by the Parish Hall. Cllr Baxter also suggested he gives the bench an uplift. It was noted there's a pile of cigarette ends by the bench. Is this something we should be cleaning up or should MHDC be actioning this. Chantal to see if she can find the email from the young man. It was confirmed the money donated by Cllr McVey for the artist Julie Coulson is resting in the PC account and that it's still earmarked for her arts project at the terminus telephone box.

Footpath resurfacing – should someone be there on the 22nd? It was confirmed that the bollard is not an issue and won't be locked.

51/25 Allotments & Community Woodland

The Chair reported there's not much on the 'to do' list. The only thing being some of the posts on the north side and the fence need attention. There's also some barbed wire on the fence which is quite loose. Cllr Rouse said he'd action these issues. Cllr Baxter said the fence at the playground also has some barbed wire by the zip wire, along with tidying up the old rope by the climbing frame. Cllr Rouse to also action these points.

52/25 Highways & Footpaths

Cllr Rouse said the gully where the post box seems to be getting worse. Chair to report this matter to WCC. A resident reported that one of the stiles down by Mathon Lodge is broken. None of the Councillors are sure who the Footpath Warden is. Cllr Harnden informed the PC that his son Tom is in the process of mending stiles on the Worcs/Herefordshire border. Cllr Harnden to speak to Tom concerning this stile.

53/25 Finance

The following payments were made between meetings and were ratified:

From/Due to	Date	Amount		Details
RT Signs	24/03	£40.00	BT	Playground Signs
Netwise	17/02	£468.00	BT	Web Hosting
Glasdon	13/03	£203.40	BT	Litter Bin
West Malvern Players	21/03	£250.00	BT	Donation
SSP Direct	19/03	57.42	BT	Sign Fixings
Playsafety Ltd	11/03	£139.20	BT	Playground Inspection
Aspect Design	28/03	£335.00	BT	Hills Echo Printing
Total		£1,493.02		

The following payments were approved:

From/Due to	Date	Amount		Details
JR Burford	01/04	£112.00	CH	Village Handyman (Mar)
Go Greener	-	£294.00	BT	Allotment Skip
HM Revenue & Customs	-	£327.20	BT	PAYE (Jan-Mar)
DA Sharp	-	£100.00	BT	2 nd ½ Expenses 2024/25
DA Sharp	14/04	£436.30	BT	Clerk's Fees(Gross £545.30 SP17)
A Briggs	14/04	£436.30	BT	Clerk's Fees(Gross £545.30 SP17)
Total		£1,705.80		

BT – Bank Transfer

CH - Cheque

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

Savings Account B/F	£15,902.22	Community Account B/F	£3,057.21
		Hills Echo Advertisers	£70.00
Interest	£225.49	Allotment Rentals	£36.00
		Ward Budget McVey (Nature Calls)	£500.00
		Water Plus (DD)	-£26.28
		Water Plus (DD)	-£14.86
		Service Charge	-£6.00
		Pre Payments	-£1,493.02
		April Payments	-£1,705.80
Savings Account C/F	£16,127.71	Community Account C/F	£417.25

The bank mandate has been signed so Cllr Baxter will submit to bank to enable Clerk access to bank.

54/25 Correspondence

To consider correspondence previously circulated.

FROM	SUBJECT
MHDC	March Malvern Hills Business e-Bulletin – FYI
PlaySafety	Playground Report (i)
House of Lords	Malvern Hills Bill Guidance - no action required
Malvern Town Council	Parish Chair's Meeting (ii)
Public	Use of Playing Fields - FYI

- (i) A duplication of Playground safety reports has occurred. The PC to use Wicksteed going forward. Chair to double check payment plan with Wicksteed.
- (ii) Chair to respond to Cllr Birks, with ref to the PC's interest in the transport strategy. It was noted the issues with Ebrington Road closure and road closures in general. The Chair confirmed it's an open forum with pertinent information to be shared between parishes, so any issues we want raised, this is the forum with which to do it. Buses would fall within this category, along with potholes.

55/25 Councillors' items for Report. None.

56/25 Next Meeting

The next Parish Council Meeting will be held after the Annual Parish Meeting on Monday 12th May 2025 in West Malvern Village Hall commencing at 7:30pm.

There being no further business the meeting closed at 9.00PM