

**West Malvern Parish Council****Minutes of the Parish Council Meeting held on  
Monday 14<sup>th</sup> July 2025 West Malvern Village Hall at 7:30pm.****Present**

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

**In Attendance**

District Cllrs. Prof. J Raine, N McVey      Clerk: A Briggs      Public: None.

**87/25 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.**

There were none.

**88/25 Apologies**

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

**89/25 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.

**90/25 Reports from other representatives**

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

County Council: Cllr McVey gave a brief update on how disorganised things are within the Council.

She recapped on a meeting she and Cllr Turner had with Tanya Crake, the Highways Liaison Officer as they met at rush hour along West Malvern Road. Tanya could see first-hand the issues with traffic, particularly parking near the primary school. They also discussed the poor signage when roads are closed as many residents have expressed their frustration with inadequate information. A suggestion given was to have something as simple as a chalk board to write up to date information on. Tanya has taken on board all that was said. Another frustration is the running of busses during road closures as they say they're running and then cancel at the last moment. Cllr McVey said there's a definite lack of communication between Herefordshire and Worcestershire County Councils where road closures are concerned (Jubilee Drive is appalling).

Cllr McVey reported three stiles by the blue bell field (along the ridge) were in poor condition; it was ascertained the responsibility is that of the County Council. She took photos and will send them through to Cllr Harnden whose son is contracted to work on stiles. Two residents have reported cattle grazing in the Westminster Bank area and the damage they're causing. Cllr McVey to visit the two residents. A hedge row by Cowleigh Road is causing a problem for path/road users – Cllr McVey to chase up owner.

North Leigh Primary School. In light of a child being knocked over/dangerous parking, Cllr McVey said two initiatives are being introduced/trialled. 'School Street' where St Peter's Road would be blocked off 20 mins before school starts and 20 mins end of school day – a no traffic zone. This would need to be monitored for knock on effects within the area. Also 'Bike Bus' which has already been trialled from Victoria Park, to Somers Park and then on to North Leigh Primary.

District Council: Cllr McVey touched upon the survey which was carried out as to what residents in Worcestershire would like: 48% backed a north and south (a two unitary system), 29% one unitary and 19% didn't support either. A report on findings to be written and to be presented at the extra ordinary meeting being held in September. Cllr McVey confirmed that those Councils who have applied for the recent grant should hear something in the autumn.

Cllr Raine said it would be advantageous were the nerve centre for the new council to be in Worcester. A brief discussion took place around the existing County Council building and what it could be used for.

Cllr Rouse asked if we had a Footpath Warden which is a County Council position. After a brief discussion Cllr Harnden to apply. Cllr Turner to find a past email concerning this matter.

### 91/25 Minutes

**To consider for adoption the minutes of the last Parish Council meeting:** The minutes of the meeting held on 9<sup>th</sup> June were approved and were signed by the Chair.

**92/25 Progress Reports: Update on matters not included on the agenda.** Website: Cllr Baxter updated the PC that she and the Clerk have a training session with James later in week. To also discuss with him the out of date information which is presently on the website and what needs to be added, eg allotment information. Photos of parish councillors for website still 'work in progress'!

### 93/25 Planning

#### i. To consider responses to any late submitted applications:

Application No	From	Details	Outcome
M/25/00531/HP	Rose Court, 227 West Malvern Road, MALVERN, WR14 4BE	Single story side extension	?????

#### ii. Decisions notified.

M/25/00512/HP. 3 Runnings Park, Croft Bank. Proposed external and internal alterations to dwelling, erection of garage and demolition of porch. **Approved.** Noted.

**94/25 Playing Fields and Open Spaces . Quotes for swing:** After a brief discussion around the two quotes and their pricing (Wicksteed and South West Play) it was decided by all that we would ask Wicksteed to carry out the works. To also ask them to remeasure. Clerk to follow up. It was agreed the swing is OK still to be used in the interim. Cllr Harnden asked if Wicksteed had any extra Pentagon Keys they could send. **Opening ceremony of playground:** This went well and was well attended – Cllr Baxter to write a press release. **Bank.** David Sharp the old Clerk is still detailed on the bank – Cllr Baxter has forms for Cllrs Turner and Baxter to sign to enable removal. **Goal post nets quote:** Cllr Baxter has quote for replacement - £60 for the stanchion, £36.30 for net and £15 carriage (courier) cost. All in agreement for one set to be ordered. It was also agreed by all that existing net should be fixed and for the protruding metal to be removed. Cllr Baxter to action.

**95/25 Allotments & Community Woodland. Allotments:** Cllr Turner and Clerk gave brief update and all five plot holders who were written to have made progress. The Clerk informed PC that a tenant in one of Platform Housing properties has an issue with overhanging branches into their garden. Platform to send surveyor to ascertain boundary lines. Cllr Raine asked if the gate post near his allotment plot could be secured; Cllr Rouse to action. **Tree Survey:** A brief discussion around the best way to tackle the survey and it was agreed that we would appoint someone to look at report and to get an idea of schedule of works and costings – to be spread over a couple of years. The PC said they have appointed Matt Scriven in the past – that he could prioritise the works to be done. Clerk to contact Matt Scriven.

**96/25 Highways & Footpaths.** The clerk confirmed that she and Cllrs Sanoon and Harnden were meeting Brian Harper tomorrow (15<sup>th</sup> July) to discuss gas lamp maintenance. A conversation took place concerning the phone box by The Dingle and it's state of disrepair – Cllr Harnden to contact Paul. **Village Hall Clock:** Cllr Harnden updated the PC that he has now mended the clock - its foible is still there in as much as the hour hand is not quite right and is half an hour out. All gave thanks to Cllr Harnden.++  
**Footpaths.** Cllr Rouse said that footpaths around Gullet Quarry were open but all overgrown and neglected. Cllr Rouse to speak to the new Operations Manager whilst he's doing Easements. Path next to the old Lamb pub is also overgrown, also the gate locked at North End Quarry is still locked after a year. Cllr Rouse to follow up.

## 97/25 Finance

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

The following payments had been made between meetings and were ratified:

From/Due to	Date	Amount		Details
Aspect Design	30/6/25	£335	BT	July issue – 60 copies
	<b>Total</b>	<b>£335</b>		

The following payments were approved:

From/Due to	Date	Amount		Details
BJ Unwin	30/6/25	£420	BT	Tree Survey and report
JR Burford	12/7/25	£112	CH	Invoice no: WM69
Anna Briggs – Clerk	12/7/25	£724.69	BT	July invoice plus HMRC/PAYE £288.39
		<b>£1,256.60</b>		

BT – Bank Transfer / CH – Cheque

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

<b>Savings Account B/F</b>	<b>£16,127.71</b>	<b>Community Account B/F</b>	<b>£11,847.80</b>
Credit Interest	£94.34	Credit – Allotment payment Tudge	£29.40
		Water Plus (DD)	-£21.91
		Water Plus (DD)	-£19.18
		Service Charge	-£6.00
		Pre Payments	-£335.00
		June Payments	-£1,256.60
<b>Savings Account C/F</b>	<b>£16,222.05</b>	<b>Community Account C/F</b>	<b>£10,238.51</b>

## 98/25. Correspondence

FROM	SUBJECT
MHDC	June Malvern Hills Business e-Bulletin. Noted.
CALC	Social Media Policy (emailed to PC 16/6). *1
MHDC	Neighbourhood Planning Update *2
MHDC	Adelaide House CIL Enquiry (various emails) *3
Malvern Welcomes	Malvern Welcomes Annual picnic Sunday 22 <sup>nd</sup> July (emailed to PC (27/6) *4

- \*1 Cllr Baxter to show Cllr Turner and Clerk how to post as WMPC on the WM Community FB page
- \*2 It was acknowledged that community grant funding for Neighbourhood planning is to be withdrawn.
- \*3 Clerk to ascertain from CALC the situation with regard to S106 monies.
- \*4 Cllr Rouse said 'Malvern Welcomes' should produce a certificate saying they're carrying insurance (an agreement would be better) in case of accidents. Clerk to clarify with organisers what their insurance covers.

Cllr Harnden asked if anyone had heard anything more about a fire down from the playing fields. After a brief discussion it was agreed that the Fire Dept on how to use the post on the pathway (and by default Ambulance and police). Clerk to action.

It was noted that we may need additional money/funding for pot holes and posts/fencing. Cllr Rouse to take a look at what we may need.

**99/25 Councillors' items for Report.** A discussion took place around a cost of £10,000 to get a Parish Plan but is it worth it for West Malvern. To weigh up the cost of it to what building works/planning could actually be done in West Malvern. The only risk would be if the college decided they were going to move out and a plan went into redevelop the buildings.

#### **100/25 Next Meeting**

The next Parish Council Meeting will be held on Monday 8<sup>th</sup> September 2025.

There being no further business the meeting closed at 8.55pm.

++ Cllr Harnden handed to Clerk invoices amounting to £26.99 in respect of bulbs and sensor for the village hall clock. Payment to be processed.