

West Malvern Parish Council
**Minutes of the Parish Council Meeting held on
Monday 13th October 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: maximum of 4 throughout

115/25 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.

The chair thanked member of the public for being here. Cllr Michael Huskinson from Guarford Parish Council gave a little background as to the Malvern Hills Trust Bill and talked through the process Guarford are using to enable a Representative from their Parish to speak at the House of Lords in the New Year – ie a public notice in the Malvern Gazette which is placed no less than 10 clear working days prior to their Extra Ordinary Meeting. Our Parish need to comply with section 239 as Guarford have done. Cllr Huskinson was asked if the notice in the Malvern Gazette attracted much attention.. yes it did. Everyone is free to come to meeting. Residents can voice their opinions but It's the PC who will vote and not members of the public. The PC thanked Cllr Huskinson for his input.

116/25 Apologies

To consider acceptance of apologies for absence from Councillors: Cllr N McVey

117/25 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.

118/25 Reports from other representatives

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

Cllr Raine said there wasn't much to report at the present time. He said there's a District Council tomorrow night and which he will report back at our next PC Meeting.

The PC had received in advance Cllr McVey's report. Much of it was for information outside the Parish boundary.

Cllr Sanoon asked whether a decision had yet been made on a Unitary Council. Cllr Raine confirmed the decision has yet to be finalised; a discussion followed around costings, budgets and at what level councils are affected by these decisions.

A conversation took place around children's safety whilst walking to North Leigh Primary School and what would be effective would be flashing lights around a mph system or a pelican crossing. It was agreed that Cowleigh Bank is quite a busy road as it's used as a cut through. A discussion took place around a speed machine by Tank Quarry and why it's only pointing down the road and not up.

Footpath Warden: A brief update was given that WCC need to fill management positions first in order for someone to interview footpath wardens. Ongoing.

Malvern Hills Trust: No report.

Tree Warden – we have no tree warden.

119/25 Minutes

To consider for adoption the minutes of the last Parish Council meeting: The minutes of the meeting held on 8th September were approved and were signed by the Chair.

120/25 Progress Reports: Update on matters not included on the agenda.

- i) Legacy Grant Scheme
- ii) Malvern Hills Bill Voting

It was agreed to swap these around and to discuss MH Bill Voting first. A member of public spoke and gave her thoughts. She spoke of the process and what the notice in the paper is for. Is it to invite people to the meeting to talk about the bill or to put in the paper to enable us to go to Parliament. It seems both scenarios are correct. A conversation took place around this and the democratic process and why it's important. She also asked whether the meeting advertised is for West Malvern Parishioners only; is it a public meeting or a parish meeting? The resident also said the anger that we're seeing in our community between pro and anti bill has become divisive and is upsetting. Everyone is entitled to their view but it's all become very unsavoury. A conversation took place around this with the consensus being residents in West Malvern respect each other's views.

Police Questionnaire – Cllr Burford kindly completed the questionnaire. However Cllr Baxter brought to the attention of the PC that a couple of more incidents have taken place ; namely a marmalade jar being thrown through a car window and people trying to gain access to cars in Lower Road. We should encourage residents to report issues to the police. It was noted that police presence is not what is used to be. Cllr Burford to inform the police of these incidents and for it to be noted on the questionnaire that we don't have as much police engagement as we used to which is important to us. All in favour.

(Brian Harper, Gas Lamps joined meeting).

After a brief conversation It was agreed that an Extraordinary Meeting be arranged for Monday 24th November with adequate notice given of 10 clear working days for appropriate notice to be placed in the Malvern Gazette.

Legacy Grant Scheme: A success but now for the next round: The Clerk talked the through the list of further information which is required. We have one quote already from Malvern Resurfacing and Cllr Baxter suggested that we ask Wicksteed to quote. Cllr Baxter to speak to Wicksteed. Clerk to confirm if the original quote from MR is still valid (although we did build into our budget extra money for this purpose). The project needs to commence by 31st March 2026. As well as writing an article for the Hills Echo, we can ask users via FB as this may help our cause.

121/25 Planning

- i. **To consider responses to any late submitted applications:** None.
- ii. **Decisions notified. M/25/01145/HP.** Westwood Lodge, Park Road. 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.** Noted.
M/24/01454/FUL. Old Orchard, 230B West Malvern Road. Proposed single storey self-build dwelling. **Approved.** Noted.
M/25/01248/HP. 137 West Malvern Road. Reconstruction of collapsed parking platform. **Approved.** Noted.

122/25. Playing Fields and Open Spaces. It was noted that the grass needs to be cut and area tidied – Cllr Rouse to action. **Moles** – there are moles around top and low field. There is a slight soft patch underneath the swingset (slightly near the edge).. Cllr Baxter to send picture and she'll talk to Wicksteed. Mark the Mole is very busy and he's going to suggest another mole catcher based near Ledbury. Cllr Baxter would like to buy a broom, leaf rake and a shovel. PC all in agreement that she go ahead and

purchase. A resident kindly suggested a battery operated leaf hoover – Cllr Baxter to investigate. The fungal growth around the oak tree by the playing field – it looks impressive but harmless.

123/25 Allotments & Community Woodland. Chair and Clerk gave update on allotment autumn visit – all very positive, although one eviction has been issued. A discussion took place around water usage and the recent high bill. This was down to the Direct Debit with Waterplus not being revised for months. Discussions took place around the possibility of charging allotment holders a little more to cover increasing water rates. The first port of call is to get the meter readings for the last year or two and to look at water usage. Clerk to action. To also check the water meters every month. Clerk to action. The water is usually turned off during the winter – to check with past clerk when this is done. The shed that the PC own has water coming through a small grated window.. This needs to have some kind of plastic covering put on. **Oak Tree on south allotment.** An oak tree is giving cause for concern as its growth is affecting potential safety of greenhouse and shed. A quote was given by Matt Scriven of £230 to remove lower canopy branches. The Chair of the Allotment Association gave an even more thorough report on potential damage the tree could cause if it were allowed to grow. Clerk to send report to PC with the decision that the tree would probably have to come down. To discuss at next meeting.

124/25 Highways & Footpaths. Nothing to report. **Gas Lamps:** Brian Harper gave update on gas lamps throughout: The three in The Quabbs have now been sorted. He did ask if the surface could be looked at (a gully's forming in the middle). To be carried forward. Could ballast be placed to make a simple path. An update also of Harcourt Road, Lower Montpelier, Lamb Bank (telephone line is nearly touching gas lamp). Ad hoc lamps by Brewers/Dingle, Adelaide House etc – all sorted in time for Christmas. Brian will need to buy in some mantels which have gone up in price. Brian also gave an interesting overview of how to stop insects getting into lamps. He also showed us a pane of lamp glass from a lamp at the end of West Malvern Road that has been shot at by a sling shot. Brian was thanked for his input. (Brian left meeting).

125/25 Finance

i. To consider payment of invoices presented:

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

From/Due to	Date	Amount		Details
X2 Connect Paint for phone boxes (to clerk)	09/09/25	£69.72	BT	Red paint for phone box(s)
	Total	£69.72		

The following payments were approved: Noted.

From/Due to	Date	Amount		Details
Lord Beauchamp Est.	25/3/25	£60.00	BT	Rent for Cowleigh bluebell field 3/25-3/26
Wicksteed	10/9/25	£1,203.74	BT	Chains for swings
Aspect Design	30/9/25	£335.00	BT	October Issue
JR Burford	30/9/25	£112.00	CH	Bob – September maintenance
Clerk pay –Oct	15/10/25	£921.11	BT	Clerk's Fees(Gross £558.95 SP17) inc. payrise backdated to 1/4/25 (£512.65), £100 six monthly ad hoc payment, refund of ICO(£52) and HMRC PAYE £256.46
	Total	£2,631.85		

BT – Bank Transfer / CH – Cheque

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

Savings Account B/F	£16,222.05	Community Account B/F	£6,723.86
30/9/25 (credit interest)	£92.00	Credit -PRECEPT -	£10,036
6/10/25 PRECEPT- Transfer from current account	£10,036	Transfer PRECEPT to Instant Access Savings Accounts	-£10,036
		Water Plus (DD)	-£19.18
		Water Plus (DD)	-£551.41
		Service Charge	-£6.00
		Pre payments	-£69.72
		September's payments	£2,631.85
Savings Account C/F	£26,350.05	Community Account C/F	£3,445.70

Cllr Baxter reminded the group that we're still waiting for Wicksteed's bill on the mole work (£700). She also gave an update on the zip wire ramp – Wicksteed suggest they take away the ramp, refund us for the cost of the ramp, put down soft tarmacking for free. We've asked for a little bump to be factored in to aid people getting on and off the zip line. Wicksteed are considering this. They are also going to replace the carriageway as they've acknowledged this is too stiff for children. They're going to get back to Cllr Baxter with dates.

126/25. Correspondence

FROM	SUBJECT
MHDC	September Malvern Hills Business e-Bulletin – FYI.
MHDC	Geological Sites – email sent 11/10/25 – Clerk to confirm a visit is fine.
PC	Application for the use of Playing Field form (see 1 below)
MHDC	Police Questionnaire – to be part of Agenda Item 6 – Progress Reports.
PC	Painting of phone boxes (see 2. below)

1. Cllr Harnden started a conversation concerning the 'Application for the use of the Playing Field' form the Clerk compiled for people using the PC playing fields and all decided the amended version which was sent was fit for purpose.
2. The PC received a quote for both phone boxes but we require a second quote. We would need a quote for the bench by the village hall too. Cllr Burford to seek two quotes from local people she knows - it was noted that Nina the Artist has done a splendid job on the phone box by The Dingle and her time she had given for free. A further discussion will take place around this.

127/25 Councillors' items for Report.

- Cllr Rouse mentioned the dips in the road by the post box.
- A brief discussion took place concerning the 'Application for the use of the Playing Field' form as mentioned in Correspondence. Who was the form for as many children play down there – would they have to sign the form?... how would be policed? It was agreed by all that the form would be for specific groups of people using the fields for an event, eg like the Refugee welcome party held there earlier in the summer.

128/25 Next Meeting

The next Parish Council Meeting will be held on Monday 10th November commencing at 7:30pm. 2025.

There being no further business the meeting closed at 9.20PM