

# West Malvern Parish Council

## Minutes of the Annual Parish Council Meeting held on Monday 8<sup>th</sup> January 2018 in the Fisher Hall.

### Present

Cllrs. Mr W Shearer (Chairman), Mrs C Bower, Mrs E Harden, Mr C Rouse, Mr A Turner

### In Attendance

District Cllr. Natalie McVey, Mr D Sharp (Clerk) and two members of the public.

### 01/18 Apologies

**To consider acceptance of apologies for absence from Councillors:** Cllr. Mrs J Burford and Mr T White (accepted). Also District & County Cllr. Prof. J Raine & Mr C Penn (Malvern Hills Trust).

### 02/18 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.

### 03/18 Reports from other representatives

**To receive reports from County and District Councillors, Malvern Hills Trust, Tree and Footpaths Wardens and other representatives:**

**District Cllr. Natalie McVey** confirmed that the Broadlands Drive development had been approved at committee with several conditions concerning drainage and access.

She outlined information she had regarding the closure of West Malvern Road and hoped that revised bus timetables would be soon available.

### 04/18 Minutes

**To consider for adoption the minutes of the last Parish Council meeting:** The December meeting having been cancelled due to bad weather, the minutes of the meeting held on 13<sup>th</sup> November were approved and signed by the Chairman.

**05/18 Progress Reports and other matters arising from the minutes:** No matters were discussed.

### 06/18 Planning

**To consider responses to the following and any late submitted applications:**

Application No.	From	Details
17/01664/HP	Mr Calveley Dove Cottage Runnings Park	(Part-Retrospective) application for the retention of bi-fold doors on the south facing elevation and the erection of a proposed shed
17/01863/HP	Mr Richard Van Ewyk The Hermitage, Westminster Bank	Detached double garage

The following response was agreed for both applications: "The Parish Council has no objection to this application".

### 07/18 Playing Fields & Open Spaces

The Clerk reported that several large tree branches had been brought down by the recent heavy snow cover at the junction of Old Hollow and Lower Road blocking the footway. The nearest landowner had denied responsibility and it had been thought prudent for the Parish Council to have them removed the next day by tree surgeon Matt Scriven.

### 08/18 Allotments & Community Woodland

The Clerk confirmed that he had issued this year's invoices at the end of last month and several payments had already been made.

## 09/18 Highways & Footpaths

**Update on Phone Box renovation:** The kiosk by the hall was still to be painted. It had been hoped that the kiosk at the terminus could house an electronic information unit. However the contractor had indicated that they would not be undertaking any more projects of this kind. The Clerk had contacted David Armitage of Malvern Hills AONB to suggest other alternatives.

## 10/18 Finance

*i. To consider the budget for 2018/19 and determine a precept:* The budget was agreed and a precept of £17,400 was to be requested.

*ii. To consider payment of invoices presented:* The following payments were made between meetings and were ratified:

From/Due to	Date	Amount	Details
Michael Barrett	30/11	£86.20	Bus Shelters (Nov)
Malvern Town Council	01/12	£156.00	Grass Cutting / Rubbish Removal
DA Sharp	11/12	£329.80	Clerk's Fees (Gross £412.20 SP25)
	<b>Total</b>	<b>£572.00</b>	

The following payments were approved:

From/Due to	Date	Amount	Details
Michael Barrett	30/12	£86.20	Bus Shelters (Dec)
West Malvern Village Hall	05/01	£18.00	Hire Charges
Branchworks	19/12	£125.00	Tree Work
HM Revenue & Customs	-	£247.20	PAYE (Oct-Dec)
St James Church	-	£450.00	Donation
South Worcs. CAB	-	£500.00	Donation
DA Sharp	-	£100.00	Clerk's First ½ Year Expenses 17/18
DA Sharp	08/01	£329.60	Clerk's Fees (Gross £412.20 SP25)
	<b>Total</b>	<b>£1,856.00</b>	

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

<b>Savings Account B/F</b>	<b>£14,489.94</b>
Interest	£1.82
<b>Savings Account C/F</b>	<b>£14,491.76</b>

<b>Community Account B/F</b>	<b>£12,649.82</b>
J Raine Ward Budget	£200.00
WestFest	£1,000.00
Allotment Rents	£64.00
December Payments	-£572.00
January Payments	-£1,856.00
<b>Community Account C/F</b>	<b>£11,485.82</b>

## 11/18 Correspondence

*The following correspondence was considered:*

FROM	* email	SUBJECT
Smaller Authorities Audit Appointments	*	Notification of external auditor appointments for the 2017-18 financial year
Jen Close	*	West Malvern Village Hall
Brian Robinson	*	Velo Birmingham
WCC	*	Budget Consultation Meeting 24th January 2018
Laura Wood WCC Ecology	*	Worcestershire Pollinators Conference 2018
MHDC	*(i)	New Street Naming & Numbering Procedure
CAB	*	Report
CPRE		Countryside Voice

(i) – It was agreed to approve the new procedure whereby Parish Councils would be responsible for naming new streets in their parish.

## 12/18 Councillors' items for Report

No further matters were discussed.

## 13/18 Next Meeting

The next Parish Council Meeting will be held on Monday 12<sup>th</sup> February 2018 in the Fisher Hall.

There being no further business the meeting closed at 8.45 pm.