

# **Little Malvern & Welland Parish Council**

Minutes of the Parish Council Meeting held on Thursday 18<sup>th</sup> June 2018

[www.wellandparishcouncil.org.uk](http://www.wellandparishcouncil.org.uk)

## **Present**

Cllrs. Mrs V Nelson (Chair), Mrs J Burford, Mr M Davies, Mr P Hancock, Mr T Pettigrew, Mrs M Purser, Mrs M Sumner, Mr J Whitehouse.

## **In Attendance**

Mr D Sharp (Clerk), Mrs A Brookes (Footpaths Warden) and 5 members of the public.

## **69/18 Apologies**

**To consider acceptance of apologies for absence from Councillors:**

Cllrs. Miss J Biggs, Dr J Humphries, Dr J Mortimer (accepted). Also District Cllr. Mrs C O'Donnell

## **70/18 Interests**

**i. Councillors Declarations of Disclosable Pecuniary Interests and Other Disclosable Interests 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.

## **71/18 Planning**

**To consider response to any late submitted applications:** No applications had been received.

## **72/18 To consider for adoption the minutes of the Parish Council meeting held on 24<sup>th</sup> May:**

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

## **73/18 Progress reports and other matters arising from these minutes**

The East Welland Community Fibre Partnership Scheme was progressing and it was noted that the recently installed cabinet on Giffard Drive was now operational.

The Village Facilities and Rural Transport Survey (VFRTS) response was approved and would be sent to WCC.

## **74/18 Reports by District and County Councillors and other Representatives.**

**District Cllr. Mick Davies** reported that a new Head of Housing and Communities was being sought to work with local Housing Associations and oversee regulations on private rented properties.

Alternate weekly waste and recycling collections were progressing without problem. £250,000 had been allocated to the renovation of the Council Chamber. Finally the recent peer review had instigated the formation of a governance body to oversee council structure.

## **75/18 Committee & Working Party Reports & Recommendations**

**i. Neighbourhood Planning Working Group:** The Group had met on 4<sup>th</sup> June and new draft proposals for extensions to the development boundary were to be included. A housing needs survey was to be undertaken and an assessment of local green spaces before public consultation. The next meeting was planned for 25<sup>th</sup> June at 7pm.

**ii. Communications Working Group:** A meeting of the group was to be arranged.

### **iii. Playing Fields/Open Spaces Working Group:**

**a. To review siting of recycling pods:** The practicalities of moving the pods to Spitalfields car part was to be assessed.

**b. Update on Spitalfields drainage scheme:** A site meeting had been arranged for 3<sup>rd</sup> July when handover would be finalised. Dan Shotton had agreed to mark out the pitch and install goal post sleeves.

The Clerk reported that the damaged fencing around the football pitch had been secured using metal fence posts. The Clerk also confirmed that the items highlighted in the RoSPA report had been actioned.

#### iv. Orchard Working Group:

**a. Update on Land Transfer:** A response to the Parish Councils comments on the original draft transfer document had been received from the vendor's solicitor. There were still several minor issues to be negotiated. A draft had been sent to MHDC for comment together with details of the current overage agreement to which the land was still bound.

**b. Update on the formation of the Orchard Management Group:** Jane Dalton and Maureen Lamb were working on this project.

#### v. Highways Working Group:

**Update on installation of Speed Indicating Sign:** The sign had been delivered and would be installed once WCC had moved the post to which it was to be attached further away from the kerb.

It was noted that many of the gullies on Drake Street were set below road level causing an uneven surface. This was to be brought to the attention of Hannah Davis at WCC Highways. The car park flood light at the Inn at Welland was shining onto the road and distracting oncoming traffic. An alteration of angle was to be requested. Also the diagonal from the village gate near here was to be replaced. It was also suggested that the 'Welland' village sign be positioned on the opposite verge for greater visibility.

Residents of 'Solitaire' to be asked to cut back their hedge to improve visibility at Danemoor crossroads.

#### 76/18 GDPR

**To review the requirements on the Parish Council and to assess compliance:** The Clerk confirmed that he was progressing with the requirements and all councillors completed consent forms. Update on progress next month.

#### 77/18 Parish Council Promotions

The next event was to be held in the evening following the village fête on 30<sup>th</sup> June. An application for further acts had been submitted to Shindig.

#### 78/18 Correspondence

**To review the following correspondence previously circulated:**

FROM	* email	SUBJECT
CALC	*	Updates
WCC	*	Worcestershire Roadworks Report
St James Church	*	Newsletters
Safer Neighbourhood Team	*	Rural Matters News Letter
CALC	*	Malvern Hills Area meeting, 5th June
Clerk	*	Spitalfields Residents
WCC	*	Parish Conference 6:30pm on Tuesday 9 <sup>th</sup> October
Clerk	*	Golf Balls
AONB	*	Village signs
Broad Oak Trout Lakes	*(i)	Meeting
Welland Primary School	*(ii)	Consultation
Clerk	*	Cemetery
Misc	*	School Parking

(i) – A meeting had been arranged for Thursday 21<sup>st</sup> for councillors to be consulted on an upcoming planning application.

(ii) – Further information was to be sought over the Primary Schools proposal to join Hanley and Upton Educational Trust.

#### 79/18 Finance

**i. Completion of 'Annual Governance Statement':** This was considered and approved and signed by the Chairman and Clerk/RFO.

**ii. Approval of Annual Accounts:** These were considered, approved and were signed by the Chairman and Clerk/RFO.

**iii. Completion of AGAR requirements:** The Clerk gave details on what forms required to be submitted to the external auditor (PKF Littlejohn LLP) and what needed to be published.

**iv. To consider payment of invoices presented:** The following payments were approved from the main account:

From/Due To	Date	Amount	Details
J Moore	01/06	£236.00	Lengthman Duties (May)
Broadleaf Treecare	23/05	£888.00	Crass Cutting (2 Cuts)
JRB Enterprises	04/06	£133.80	Dog Bags
Welland Parish Hall	08/06	£211.56	Village Hall Alarm (Library)
Anthem Uk Ltd	17/06	£108.00	Internal Audit
B&Q	08/06	£20.97	Padlock and Chain
JMart	12/06	£13.98	Fence Repair Stakes
JMart	13/06	£11.55	Rubbish Bags and Disinfectant
E Hardman	18/06	£104.00	Handyman (£130 Gross)
D Sharp	18/06	£384.28	Clerk's Fee (£480.48 Gross SP25)
	<b>TOTAL</b>	<b>£2,112.14</b>	

#### Accounts Summary

<b>Reserves Lloyds B/F</b>	<b>£2,972.86</b>		<b>Main Account B/F</b>	<b>£17,748.74</b>
Interest	£0.25	<b>£2,973.11</b>		
<b>Fête Account</b>	<b>£1,074.30</b>	<b>£1,074.30</b>		
<b>Buildings Account</b>	<b>£804.47</b>	<b>£804.47</b>	Pavilion Insurance	£416.40
<b>Neighbourhood Plan Acc</b>	<b>£5.65</b>	<b>£5.65</b>		
<b>Funding Account</b>	<b>£3,321.12</b>	<b>£3,321.12</b>	June Payments	-£2,112.14
<b>Total C/F</b>		<b>£8,178.65</b>	<b>Main Account C/F</b>	<b>£16,053.00</b>

#### 80/18 Any other matters for report or for future consideration

The possibility of reinstating the ProW leading from Woodside Drive to Drake Street was widely discussed. The Footpath Warden reported that WCC Countryside Services were treating this as low priority since there was a nearby alternative.

#### 81/18 Date of the next meeting

The next Parish Council Meeting was to be held on Monday 16<sup>th</sup> July at 7.30pm.

There being no further business the meeting concluded at 9.00 pm.